

A fresh perspective

What you say matters. How you write what you want to say matters even more.



Clear and concise writing and clarity of thought are essential elements of a well-written book, whether it is a fantasy novel, memoir, or a business book on managing your assets.

Be certain, and confident, that what you have is something you will feel good putting out into the world, even if that world is just your friends and family. An editor can help you avoid making embarrassing mistakes.

A well-written book is also a well-edited book. Eliminate the cringe factor and ensure your text is error-free and tells the story you really want. I can help you do that.

I have the knowledge and skills to improve your written material. My goal is to ensure your message is clearly communicated to your audience.

I'll make it cleaner, clearer, and more concise.

Testimonials

"Alethea is reliable, quick and efficient. Her recommendations are executed within the context of the author's style. Alethea not only dealt with the basics, she really improved the books, the flow and the content. I feel fortunate to have found her." Marilyn Miller, author of *Curables*

"Alethea's editing services are an absolute must! Professional and patient. She has a perfectionist's eyes, coupled with an ocean's worth of knowledge. Her attention to detail has given me a winning edge." Kent Rees, author

"Alethea is an efficient, creative professional, and very good to work with." Ian Corks, Executive Editor, Elsevier Canada

Contact

Alethea Spiridon Hopson
owner & principal editor

905.419.0110

bcreative@rogers.com

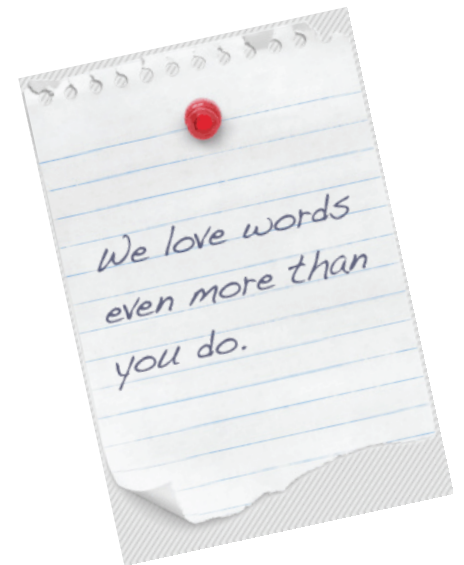
www.freelanceeditor.ca

Member of the Editors' Association of Canada

To learn more about me,
visit my EAC directory listing at
www.editors.ca/profile/610/alethea-spiridon

be
creative
communications

editing
&
writing



where ideas come together

Types of editing

An editor can make your writing clear, structurally coherent, error-free, and market appropriate.

I work on various types of projects, including fiction and non-fiction, newsletters, magazines, websites, and marketing copy.

If it is written, I can edit it to ensure your message is accurately and cleanly presented to readers.

The editing order of operations is typically substantive, stylistic, copy, and then proofreading.

Many people confuse a proofread and copy edit. They are two different editing functions that should not be done at the same time.

Substantive

Editing text for overall clarity, pacing, unity, structure, and content. Reorganizing and clarifying content, editing for length, and cutting parts that are redundant or not relevant to the work at hand.

Stylistic

Clarifying meaning, removing slang (if not appropriate within context) and clichés, fixing sentences for language, and other non-mechanical line-by-line editing.

Copy

Editing for grammar, spelling, punctuation and other mechanics of style; checking for consistency of mechanics and internal consistency of facts.

Proofreading

The final pass of an already-edited manuscript, intended to catch missed typos and inconsistencies.

Manuscript evaluations

Have you written a book? Not sure if it is ready for self-publishing or to be sent to publishers?

A manuscript should be read by someone who is not your friend or a member of your family, someone who can be an impartial judge on the work.

That person is a trained editor who has read hundreds of manuscripts, knows what to look for, and what publishers want.

An evaluation will provide you with honest feedback on many aspects of your manuscript, from character development, pacing, plot, setting, structure, dialogue and language, to overall believability and writing technique.



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