



# Write The Vision!<sup>TM</sup>

*Consulting, Editing & Publishing Services*

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## *Detail of Services*

### ➤ Preliminary Manuscript Evaluation and Editing

Try us on for size. If you aren't sure whether or not we would be a good fit as partners in your book writing and publishing endeavor, this service is the starting point for you.

Send us the first 8 pages of your manuscript via email as a MS Word attachment in the following standard manuscript format:

- 250 words per page
- Double spaced; Times New Roman; 12 points
- Margins: 1" top and bottom; 1.25" left and right

Your manuscript will be fully read and evaluated for content or story structure, plot development, characterization, chronology, narrative arc, fact check, point of view, clarity of subject. Then following this process your manuscript will be edited line by line for spelling grammar, punctuation, sentence structure, word choice and clarity.

Within 72 business hours (excluding Saturday & Sunday) you will receive via email, 2 documents:

1. At least one page (single spaced) of an evaluation.
2. A color coded editing of the first 8 pages of your manuscript using MS Word tracking changes.

## ➤ Full Manuscript Evaluation, Editing & Proofreading

You have a completed manuscript, now what? Let us evaluate and edit it for you! Send us your entire manuscript via email as an MS Word attachment in the following standard manuscript format:

- 250 words per page
- Double spaced; Times New Roman; 12 points
- Margins: 1" top and bottom; 1.25" left and right

Your manuscript will be fully read and evaluated for content or story structure, plot development, characterization, chronology, narrative arc, fact check, point of view, clarity of subject. Following this process you will receive via email, a manuscript evaluation (at least one page) with suggestions on improving your Fictional story or Non-Fiction content. If you wish to follow our suggestions you can make your changes and resubmit your manuscript to us. It will be read again and edited line by line for spelling, grammar, punctuation, sentence structure, word choice and clarity.

Please note: If after reviewing your manuscript evaluation you decide you do not want to make our suggested changes, we will begin the above noted editing process.

Your manuscript will then be returned to you via email as a MS Word attachment using the color coded MS Word tracking changes to identify what was edited. Upon your review, you may choose to accept or reject these changes. You will then re-submit your manuscript and it will then be proofread for a final review.

Please note: Your manuscript should be at least 20 pages / 5,000 words.

If you should desire **Writing Coaching** to accompany this service the 1st 30 minutes will be free. Please see the rates/fees page for additional rates. This service is by appointment only. A prior email from you requesting this service is required.

You may prefer to email us if you have any questions or concerns during your service. We will extend (free) no more than 4 emails (2 exchanges). A prior email from you requesting this service is required.

## ➤ Basic Editing

You have a manuscript that needs to be proofed for spelling errors, punctuation, etc. Let us help.

Send us your entire manuscript via email as an MS Word attachment in the following standard manuscript format:

- 250 words per page
- Double spaced; Times New Roman; 12 points
- Margins: 1" top and bottom; 1.25" left and right

Your manuscript will be fully read and edited line by line for spelling, grammar, punctuation, sentence structure, word choice and clarity.

Your manuscript will then be returned to you via email as a MS Word attachment using the color coded MS Word tracking changes to identify what was edited. Upon your review, you may choose to accept or reject these changes.

Please note: Your full manuscript should be at least 20 pages / 5,000 words.

## ➤ Manuscript Evaluation

Includes **Writing Coaching** (via telephone) & **Consultations** (via email) – extra fees applies. Must submit at least 20 pages

You may only want an evaluation of your manuscript (completed or in the development stage). Let us evaluate it for you! Send us your entire manuscript via email as an MS Word attachment in the following standard manuscript format:

- 250 words per page
- Double spaced; Times New Roman; 12 points
- Margins: 1" top and bottom; 1.25" left and right

Your manuscript will be fully read and evaluated for content or story structure, plot development, characterization, chronology, narrative arc, fact check, point of view, clarity of subject.

We will read it through and send you a manuscript evaluation (at least one page) with suggestions on improving your Fictional story or Non-Fiction content.

Please note: Your full manuscript should be at least 20 pages / 5,000 words.

## ➤ Writing Coaching

You have a story or a concept in your head. You can't sleep at night because this idea swarms around in your brain....restless....trying to form some sort of organization. When you sit down to write out your thoughts it looks confusing. There is no structure. Does this sound familiar?

Or maybe you have started writing, but you have reached a dead end. Your words have dried up and you are feeling discouraged. If this is you, let us help!

We will sit down with you (over the telephone) to discuss your purpose for writing, help you set your goals, and the time frame in which you want to get it done. We will help you brainstorm ideas, find solutions for getting you out of your stuck places, encourage and mentor you throughout your writing project.

## ➤ Consultation

We will help you with the following decision making processes:

- choosing your interior layout
- choosing your book cover layout
- self-publishing options
- additional questions that will come up

By email we will explain, give direction or answer your questions on why a change or an addition to your manuscript is warranted.