

Allyson Brooks

Copy Editor

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Skills

- Five years experience as a freelance copy and manuscript editor of both fiction and non-fiction
- Fluency with Microsoft Word and Adobe Acrobat on both Mac and Windows
- Excellent mechanical skills: grammar, spelling, punctuation, usage, consistency, and diction
- Well-versed in Chicago style; familiar with MLA and AP styles
- Very experienced in APA (American Psychological Association) academic research style
- Experience with transcription, style guides, and copyright/permissions
- Organized; flexible mindset; problem solver; interpersonally skilled; benevolent sense of humor

Significant Projects

JRNYman Publishing, Nashville, TN

Manuscript Editor

- Collaborated with publisher since late 2019 on three non-fiction books:
 - A novel of dairy farming advocacy, *An Industry Worth Fighting For* (November 2021)
 - A self-development book from a public speaker/rock musician (release pending)
 - An autobiography from an 80's musician (release pending)
- Corrected all mechanical, continuity, and stylistic issues
- Researched and fact-checked claims made by authors for accuracy
- Made suggestions to correct any biased language

A Hand of Gold and Other Stories (June 2018)

Pandahead Publishing

Copy Editor

- A fiction anthology set in the world of vintage comic book character Pussy Katnip
- Copy edited six manuscripts for mechanical issues, continuity, and stylistic content
- Insured that each narrative fit the world of the two previous novels, *Red is the Darkest Color* and *The Devil Was Green*, according to a set style guide

Green Card Voices: Stories From an Atlanta High School (May 2018)

Peachtree Publishers

Student Editor

- A collection of essays by refugee and immigrant students
- Transcribed student's (HM Sakib) narrative from a video interview
- Collaborated in person with Sakib to develop his narrative
- Line edited final piece for mechanical errors and clarity

Primal Tales (April 2018)

Pandahead Publishing

Copy Editor

- A supplemental book for a table-top role-playing game
- Collaborated with project lead and author to develop content
- Suggested ways to amplify the narratives of new character classes
- Proofread first printing to correct errors for second printing

Education

Kennesaw State University • Graduated May 2019 with honors • GPA – 3.62

Bachelor of Science in Psychology with a **Professional Writing Minor**