

S U T U R N E R

Copyeditor | Proofreader

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turnapage.co.uk

[LinkedIn](#)



TURNAPAGE
Editorial Services

PROFILE

- Eagle-eyed copyeditor and proofreader
- Non-fiction omnivore
- Inhouse at OUP for seven years, freelance since 2015
- Advanced Professional Member of the Chartered Institute of Editing and Proofreading (CIEP)

OVERVIEW

- Trained editors help establish voice and style, improve flow and iron out any remaining grammar and vocabulary creases. We help to create a smooth experience for your audience without any unexpected bumps along the reading journey.
- I honed my eye for detail while working on ELT materials for Oxford University Press. As a freelance editor, I continue to work on teaching materials but equally enjoy the freedom to roam across a broad range of non-fiction material.
- At OUP I was known as a safe pair of hands, so you can be sure of an efficient service to a high standard, backed up with excellent customer and communication skills.
- I do love variety so I have collaborated on many different formats and topics – from economics papers to a beautiful ‘coffee table’ monograph featuring photographs of the Ethiopian landscape and people.
- I can help you by offering a skilled, objective eye which will view your document from the perspective of your intended reader. (I know how easy it is to become ‘content blind’ – when writing content for my own website, I noticed that the more changes I made, the more errors I unintentionally made!)

KEY SKILLS

- Copyediting: sense checks for clarity, defining style, examining layout for effective presentation
- Proofreading: grammar, spelling, punctuation, applying style for consistency
- Microsoft Word (including fixing formatting problems)
- Languages: Spanish (degree, B2/C1 proficiency) and ongoing personal study

CLIENTS / PUBLICATIONS

- Business:
 - Akkadia (museum guide)
 - Gilgamesh Publishing (photo monograph)
 - Millar Cameron (website proofread)
 - Oxford Internet Institute (reports on social media studies and the internet)
 - Saïd Business School, Oxford University (economics journals)
 - Scala Publishing (museum guide)
- Academic (ELT materials):
 - Cambridge University Press, Macmillan, National Geographic, Oxford University Press

VOLUNTARY

- William De Morgan Foundation: brochures, website edits, house style guide creation
- St Ethelwold’s House, Abingdon: volunteer gardener

PUBLISHING HISTORY

Oxford University Press

Senior Production Editor, Adult ELT August 2013 to December 2014

Project management / resource planning for *Navigate* for adult learners of English

Senior Production Editor, Secondary ELT October 2012 to July 2013

Various secondary ELT projects

Roving Production Editor, Schools ELT January 2008 to September 2012

Autonomous production editorial support across editorial teams, primary and secondary

SUBJECT AREAS / EXPERIENCE

Publishing: Non-fiction: English Language Teaching • Academic monographs
Business: Corporate comms (Oil & Gas Exploration & Production) • Energy consultancy • Import / Export (chemicals, consumer goods) • Museum guides & catalogues
Languages: Spanish (degree: language, literature, linguistics, history, culture)
French (O level) • Italian (personal study)

TRAINING

OUP

Word styling • InCopy • Project management

CIEP

Proofreading (mentee) • Copyediting (Headway) • Onscreen editing • Online content editing • Managing editorial freelances • Web editing

PTC (Publishing Training Centre)

Basic Proofreading

IT/SOFTWARE

PC • Microsoft 365 • PerfectIt

QUALIFICATIONS

Advanced Professional Member, CIEP

Portsmouth University, Spanish Studies BA (Hons) 2:ii

INTERESTS/HOBBIES

Art • Spanish (language, literature, culture) • Decorative arts • Ceramics • Natural sciences • Reading