

DESOLIE PAGE



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PROFILE

In response to a perceived need to help business writers strengthen their writing, I set up my small business, Perfect Pages, in 2003. Since then, the business has developed to include editing technical writing; helping produce and introduce style guides; training in business writing strategies, technical writing and style guide use, as well as copywriting.

MISSION

Perfect Pages is a boutique practice that helps business and technical writers strengthen their writing. I am passionate about showing writers what a difference a well-written and well-crafted document can make.

In every document I work on, I strive to make it as easy as possible for the reader to both read the document and understand the writer's message.

BACKGROUND

- Accredited Editor, Australian Institute of Editors, Australia 2008
- Cert IV Workplace Assessment and Training 2005
- Dip Professional Editing & Proofreading 2003
- Cert IV Management of Quality (General) 1999
- Cert Teaching (General Primary)

EXPERIENCE

Editing:

Business	
web pages, standard letters, promotional and marketing materials, manuals, employment agreements, proposals, profiles	real estate agencies, book-keepers, web designer, B&B, IT professionals, marketers, furniture maker, alternative medicine therapists, local government, health and fitness studios, cafes, photographer
Technical	
engineering	proposals, reports, submissions to national and international journals
research and development	reports, submissions to national and international journals and conferences
environment	reports to companies and statutory bodies, booklets for science and general readers
health	Australian government reports and guidelines for health care providers
archaeology	submission to professional journal
Community / Not-for-profit Organisations	newsletters, booklets, posters, brochures, funding applications

Copywriting

web pages, promotional materials, newspaper and newsletter articles

Style Guide and Template Preparation

preparation of report templates and style guide	traffic and acoustic engineering consultancy research and development consultancy
preparation of style guide	exercise physiologist

Training

business writing strategies	business writers, Chambers of Commerce
technical writing	engineering and research and development consultancies, exercise physiologist, graduate programs
style guide use	engineering and research and development consultancies, exercise physiologist
basic writing skills	individual programs

Clients

BioText Pty Ltd Canberra	science writers and publishers	copyedit environment and health reports, guidelines
Rio Tinto Alcan QRDC Brisbane	research and development for bauxite/alumina industries	technical reports, submissions to conferences and journals, quarterly reports; style guide preparation, technical writing and style guide use training
Alcan Engineering Pty Ltd Brisbane	engineering consultants to bauxite/alumina industries	technical reports, submissions to conferences and journals; technical writing training
TTM Pty Ltd Gold Coast	traffic and acoustic engineering consultancy	style guide preparation, technical writing and style guide use training
merendi health, fitness, rehabilitation Brisbane	exercise physiologist	style guide preparation, technical writing and style guide use training, promotional materials
Kidney Support Network Brisbane	not-for-profit organisation	edit quarterly newsletter, submissions to government agencies, funding applications, promotional and educational resources

PROFESSIONAL MEMBERSHIPS

- Accredited Editor, Institute Professional Editors Australia
- Member, Society of Editors Queensland
- Member, Samford and Districts Chamber of Commerce and Industry

INTERESTS

- reading, family (including spending time with my grandchildren who are spread across the country), gardening, Classical Pilates, always learning about something when I'm editing and writing