

Academic Conferences Proof-Reading Services

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What we offer

Our experienced team of proof-readers will correct typographical errors, including identifying errors often missed by spell-checkers and grammar-checkers. More specifically, we will :

- ensure the spelling, punctuation and grammar of your work is correct,
- advise on the layout of the document,
- check for adherence to the rules of submission for the intended journal or conference, including referencing,
- use *Track Changes* to allow you to view the changes that are required.



How do I get started?

You email us approximately 1000 words of the work you wish to have proof-read. We will make an initial appraisal to determine that the English is of a standard that can be successfully improved by proof-reading. We will decline assignments if we consider that the standard of written English requires a re-write as opposed to sophisticated proof-reading.

If we are able to accept an assignment you will receive a quotation via email. Although each assignment is different, we aim to complete the proof-reading of a paper of up to 5000 words within 10 working days of receiving a signed agreement and 50% payment in advance.



What does it cost and how can I pay

Proof-reading fees are £15 per hour; 50% payment in advance and 50% on completion of the work. Payment can be by credit card or PayPal.

To receive a quote or for further information, email: elaine.hayne@academic-conferences.org .

We accept work in Microsoft Word (all versions including RTF). We will not accept pdf files.