



(352) 430-4936 

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liveoakediting.com 

## Karissa Silvers

*Freelance copy editor and proofreader*

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### Summary

Adept copy editor and proofreader with experience editing Christian nonfiction, including trade books, study Bibles, and devotionals; children's books; cookbooks; and educational materials. Dependable freelancer skilled in spotting layout and formatting issues in proofs.

### Professional Experience

#### COPY EDITOR AND PROOFREADER

Edit and proofread texts according to client's preferred style. Create style sheets for consistency, query authors, and verify facts and references. Check page proofs against the manuscript. Mark up typeset text using Adobe Acrobat's commenting tools or traditional proofreaders' marks.

#### Selected Clients

- ❖ Baker
- ❖ Callisto Media
- ❖ Covenant Communications
- ❖ Crabtree
- ❖ CrossLink
- ❖ David C Cook
- ❖ Inksplash
- ❖ Iron Stream Media
- ❖ Loyola Press
- ❖ Moody Publishers
- ❖ NavPress
- ❖ Peachtree Publishing Services
- ❖ P&R Publishing
- ❖ Seedbed
- ❖ WaterBrook & Multnomah
- ❖ Westchester Education Services

#### EDUCATOR

Developed an engaging curriculum for each subject taught, differentiated instruction to accommodate students' diverse needs, and regularly evaluated student progress.

#### Employers

- ❖ Tutor.com (2017–2019): English and writing tutor
- ❖ Holy Trinity School (2012–2018): English, writing, and Spanish instructor, grades 6–12

### Skills and Expertise

*The Chicago Manual of Style*

Microsoft Suite

*The Christian Writer's Manual of Style*

Adobe Acrobat

### Education and Professional Affiliation

Copyediting Certificate, University of California at San Diego Extension

BA in English, University of Central Florida

- ❖ GPA 4.0, Honors in Major, summa cum laude
- ❖ Honors thesis: "Evangelicalism and Epiphanies of Grace in Flannery O'Connor's Short Fiction"

The Christian PEN member (2023–present)