

Do you need an editor or a proofreader?

The differences between editing and proofreading

Checklist: editor or proofreader?

If your publication ...	Editor	Proofreader
<ul style="list-style-type: none"> • Has articles coming from many different sources/ writers • Is using a mix of professional writers, subject matter experts, managers, division heads, etc. • Has an in-house style book, or no style book • Has an editor whose role is to set the editorial tone, commission articles, coordinate writers and liaise with management/clients, but no hands-on text editing • Has no in-house or contract subeditors/text editors <p><i>Then you need ...</i></p>	X (first)	X (second)
<ul style="list-style-type: none"> • Has articles coming from many different sources/ writers • Uses in-house/contract subeditors/text editors • Has some form of in-house style book • Has an editor whose role is to set the editorial tone, commission articles, coordinate writers and liaise with management/clients • Has no in-house/contract proofreaders <p><i>Then you need ...</i></p>		X
If your article ...	Editor	Proofreader
<ul style="list-style-type: none"> • Is written by you as a subject matter expert, manager, CEO, communications specialist, marketing professional, university student, or any other non-writing specialist <p><i>Then you need ...</i></p>	X	
<ul style="list-style-type: none"> • Has already been edited by a professional editor, but you are still noticing a few errors <p><i>Then you may need ...</i></p>		X
<ul style="list-style-type: none"> • Is written by you as a professional writer <p><i>Then you still need ...</i></p>	X	

- Writing
- Editing
- Proofreading
- Website content
- Publication management
- Tender writing

We make words say whatever you need them to say

Book an editor or proofreader today

Do you need an editor/copy editor? Do you need a proofreader? To access skilled and trained professional editors and proofreaders, contact Professional Word Services today at info@profwordservices.com.au, (03) 9583 5884 or 0418 532 114.

We charge the same hourly rate for editing and proofreading, so you can select the service that best meets your needs. Our specialist professionals have decades of experience across business and media and can shape and polish an article or publication that will reflect well on you or your organisation and impress its intended audience.

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