



Freelance Proofreading and Editing Courses

SPECIAL REPORT

Dear Reader,

Thank you for browsing this website regarding the new **Proofreading and Editing Course** from Learn Freelancing. If you like the idea of working from home as a freelance proofreader, Learn Freelancing has perhaps the best and most up-to-date course available.

You can earn **around £20 an hour** after training, and more as an editor. This is one reason why freelance proofreading is so popular. It also means you will have to face competition, so you need the best possible help to get started. One of the easiest, fastest and least expensive ways to find out, if this is what you want to do, either as a career or to earn extra part- or full-time income from home, is simply to read *The Pocket Book of Proofreading*. The book's 262 pages are all about freelancing, **the secrets of successful freelancing for publishers**, and how to get started in freelance proofreading and editing.

For **only £14.99** you can find out if you really like the subject and whether you should go on to take the new **Learn Freelancing Proofreading and Editing Course**.

Written by an experienced freelance editor, proofreader and former editor-in-chief of a group of Internet publishing companies, both book and course are the most accessible you will find, as well as being really good value.

As a matter of fact, the Learn Freelancing course, previously known as 'Freelance MS', was the **very first** of its kind available, not just in Britain but in the world. (It actually pre-dated **every other course on freelance proofreading**, including any others that are still advertising today!)

Now the course has been updated, a new paperback (*The Pocket Book of Proofreading*) is available for the first time in bookshops and online, and you can download the new **Learn Freelancing Proofreading and Editing Course** direct to your computer.

You may find as you take this course that one thing leads to another. Gain some knowledge and experience and all sorts of possibilities may come your way. Here's a personal example.

It started out simply enough. Would I correct some web pages and proofread some other articles? 'Of course,' I said. I agreed on £15 per hour. (This was a few years ago, today it would have been around £20). The job only took 10 hours, so I sent in an invoice for £150. Within a few days, when I checked my bank account, I found £300 had been deposited in my account.

A few days later, I again spoke on the phone to my new boss (his main office was in Brussels), and he offered me another 10 hours work. Great, I thought. I'll take it, but nothing could prepare me for the

surprise that came a few days later. ‘William,’ he said on the phone, ‘would you like to be editor-in-chief?’

I jumped at it, of course. Soon I found myself writing articles for some online magazines and also editing and proofreading the work of other writers and editors. My work at home often went on into the night (sometimes finishing at 3.00 in the morning!), and the number of hours leapt to around 70 a week.

WELL PAID WORK WAS GREAT

I didn’t mind working seven days a week, sending my material each night to another freelance in the United States who posted up the articles on the magazines. You can guess that $70 \times £15$ comes to a pretty tidy weekly sum. In fact, every two weeks or so, and thanks also to the generosity of my boss, I’d find around £2,500 wired to my bank account.

This was all only possible because of the Internet but I was amazed that my proofreading skills had landed me such a good job. It lasted for several years, and **I loved every minute of it**. That’s often the way it is: you just don’t know where the acquisition of new skills can take you.

I hope your interest in books and publishing, and using words correctly, will also take you to new horizons. It’s not that easy because of the inevitable competition but the good news is that there is still plenty of work. You need to demonstrate good skills, have a fair degree of ability, a sharp eye for detail and so on, but if you are really determined you might just be lucky too.

The Pocket Book of Proofreading is a fact-filled book that can help you decide. That’s one choice. You can also **download the new Proofreading and Editing Course**; you’ll need around 170 A4 pages to print out the complete course. This is an instant file download, direct to your desktop, complete with *free extra exercises*, too.

Or, you can order the **de luxe version** of the course, which comes by first-class post with two free editing pens, and is presented in handsome folders. You can find ordering details on the [how to order page](#) of the website.

Beginners are welcome too!

There are too many benefits of both course and book to list here so please go through the website for the complete picture.

To choose any of the ordering options, just go to the ‘How to Order’ page now.

Wishing you every success.

Best wishes

PS: Good luck and good reading!



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In association with First English Books and *The Pocket Book of Proofreading*

Associated website: pocketbookofproofreading.co.uk

Further notes

Although on the [testimonials page](#) of the website you can read about someone sending in their first-ever invoice for £1,000 from freelancing, the highest amount from a single book ever made (having taken the **Proofreading and Editing Course**) was about \$4,500 (£2,250). This was for working on a very large library volume in America and is exceptional. Most jobs you will find are for much smaller amounts.

A typical one would be a proofread of, say, 250 pages, for which you'd probably charge between 20 and 25 hours at the standard rate, usually £19 an hour, sometimes more, around £22 an hour.

[Another 'string to your bow' would be to learn about 'setting' manuscripts for printing via PDF files. You are responsible for the layout of each page (making sure it's the same), page numbering, fonts, etc. You can charge £22 an hour for this kind of work, and there is plenty about. It's a form of typesetting if you like but modern applications make this easy once you can master how to create and manipulate PDF files.

For example, the printers who printed *The Pocket Book of Proofreading* (digital publishing) can work on as many as 500 titles a week! Last time I spoke to the person who helped produce the PDF files for *The Pocket Book of Proofreading* – I lost count of the number of hours she charged me at £20 an hour – she told me she was 'snowed under', and wouldn't be able to take on any new work from me for at least a couple of months – a very good position to be in, if you are working as a freelance, from home.]

Beware of courses that offer you 'certificates'. These look good on walls but publishers take no notice of them (often just being produced by mail-order companies to increase their sales). What really matters is whether you can pass a short test (you'll find more details in *The Pocket Book of Proofreading*).

You will also find that some companies (a bit like 'jack(s)-of-all trades') offer many different kinds of courses – from 'How to get a flat stomach in 7 days' to 'proofreading courses' that usually let you think it's easy to earn vast amounts of money very quickly.

You do need training and a professional course, and you need to make sure you have all the necessary skills. If you can find the work, however, it is good fun, and very rewarding too.

Best wishes and good luck!



WILLIAM CRITCHLEY, Managing Editor

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