

Nik Prowse

FREELANCE PROJECT MANAGER, COPY-EDITOR & TUTOR

79 Canterbury Road, Durham DH1 5QY, UK

+44(0)191 384 4276 edit@nikprowse.com www.nikprowse.com

Profile

Experienced, well-rounded publishing professional:

excellent academic credentials, solid publishing background, friendly, cool under pressure, energetic, creative problem-solver, diplomatic, attentive to detail

Services: project management (books & periodicals), development editing, copy-editing, language editing and rewriting, tutoring, audio transcription, proofreading

Advanced Professional Member of the Chartered Institute of Editing and Proofreading

Project management

Editorial project management from draft text to final product; management of schedules, authors, freelancers and budgets

Pre-production management, guiding authors through manuscript preparation to submission

Fruitful liaison with publishers, authors, typesetters and designers

Journal management: managing schedules, page budget, and content and production quality

Managing Editor of three Elsevier medical journals

Proof correction, electronic mark-up, quality control

More than 70 books managed to date: large reference works, schools textbooks for the UK and international markets, complex academic titles, highly illustrated works

Editing

23 years of experience

Copy-editing, development editing, language editing

Educational, academic and professional books, online materials, encyclopedias, school textbooks, journals, educational materials, reports

Subjects: life sciences, school science, health sciences, education, medicine, psychology, environmental science, pharmaceutical practice, pop and rock music

Tutor on Basic Proofreading and Essential Proofreading distance learning courses, Publishing Training Centre 2008–present

Clients past and present

Wiley
Elsevier
Kognity digital publishing
Harper Collins
Publishing Training Centre

Cambridge University Press
Pearson Education
Oxford University Press
Journal of Experimental Botany
Hodder Education

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Past and current projects, examples

- Project management Elsevier medical journals (ongoing)
International Encyclopedia of Geography: People, the Earth, Environment and Technology (15 volumes)
Primer on the Metabolic Bone Diseases and Disorders of Mineral Metabolism, Ninth Edition
GCSE Design & Technology Revision Guide and Workbook
- Development editing *Primary Science* series for Arab and Asian markets
Pearson Revise Maths 11+ Practice Workbooks
Primary Maths for Egypt
AQA GCSE 2018 Geography Workbook
Cambridge International A Level Biology Workbook
Junior High School Science for Ghana, levels 1–3
- Copy-editing *Geography IB* and *Psychology IB* (online courses)
Routledge Companion to Popular Music History and Heritage
GCSE Design & Technology Revision Guide and Workbook
Basic Sciences for Dental Students
Copy-editing new versions of books to be published in the Arab World, including *Marketing Management*, *Fundamentals of Nursing* and *Strategic Management*

Training and CPD

- Copy-editing, Proofreading and Editing Illustrations courses (PTC, London, 1997)
Editorial Project Management (PTC, London, March 2011)
Digital Editing (PTC, London, October 2012)
Rewriting and Substantive Editing (PTC, London, 2013)
Journal editorial board meetings (London, annually)
SfEP Mini-Conferences (Edinburgh & Newcastle, 2017 & 2019)
Project Management Tools for All (PTC, London, 2018)
Education Mini-Conference (SfEP, London, 2019)

Previous employment

PORTLAND PRESS: Editorial Assistant 1997–1999, Staff Editor 1999–2004

Education

PhD Research Degree, UCL, Genetics of *Drosophila melanogaster*

BSc (Hons) Biological Sciences (1st class), University of Birmingham