

Professional Editing & Formatting



Editing@TheDissertationCoach.com

About

The Dissertation Coach employs a team of professional editors and PhD-level academics with extensive experience in editing academic documents. Our editors are proficient in various academic styles, including APA and MLA. We stand by the quality of our work and offer a **no-risk satisfaction guarantee**. Should your committee request revisions pertaining to the editing we performed, we will undertake these revisions at no additional cost.

When to Hire an Editor

To avoid editing your work multiple times, we recommend reaching out for an editing quote when your proposal or dissertation has been approved or is in its final stages. We rarely accept rush jobs and recommend reaching out several weeks in advance, if possible, to inform us when you anticipate sending us your document.

To maximize the effectiveness of our collaboration, we recommend following the following timeline:

- Allow 10-14 days for editing and formatting
- Allocate 2-7 days to review edits and address comments provided by the editor
- Reserve 4-7 days to work with the editor to correct post-editing revisions (optional)

Turnaround Time

We typically need 7-10 business days to edit a proposal and 10-14 business days to edit a dissertation. The turnaround time depends on the word count and level of editing. We will provide a due date when responding to your editing quote.

Editing Rates

Apart from miscellaneous editing, we price editing based on the word count of your document so that you do not pay for pages with minimal text. The price depends on the word count and level of editing. The next several pages include rates for each level of editing.

Levels of Editing

Dissertation and Thesis Editing and Formatting

Dissertation and thesis editing includes correcting:

- | | |
|--|---|
| <input type="checkbox"/> Typos | <input type="checkbox"/> Margins |
| <input type="checkbox"/> Misspellings | <input type="checkbox"/> Page numbers |
| <input type="checkbox"/> Punctuation | <input type="checkbox"/> Spacing |
| <input type="checkbox"/> Grammar | <input type="checkbox"/> Font |
| <input type="checkbox"/> Style | <input type="checkbox"/> Headings |
| <input type="checkbox"/> Syntax | <input type="checkbox"/> Reference list entries |
| <input type="checkbox"/> Phrasing | <input type="checkbox"/> Tables |
| <input type="checkbox"/> Transitions | <input type="checkbox"/> Numbers |
| <input type="checkbox"/> Flow | <input type="checkbox"/> Figures |
| <input type="checkbox"/> Tone | <input type="checkbox"/> Table of contents |
| <input type="checkbox"/> Indentation | <input type="checkbox"/> Italics |
| <input type="checkbox"/> Quotes | <input type="checkbox"/> Consistency |
| <input type="checkbox"/> In-text citations | <input type="checkbox"/> Capitalization |
| <input type="checkbox"/> Abbreviations | |

Rate: \$0.044 per word**

** If your college or program has formatting guidelines that significantly differ from your academic style guide, we will charge a separate fee for additional formatting. This fee will be quoted when we conduct an initial review of your document.



Editing does not include researching and verifying references for accuracy. Our professional editors flag references and in-text citations that are incomplete or do not match. It is the client's responsibility to verify references are accurate.

Levels of Editing

Developmental Editing

Developmental editing support involves critical analysis of content or organization.

Professional writers/scholars: We are happy to perform developmental editing for non-student scholars and writers in the early stages of drafting a document for professional publication.

Students: We provided developmental feedback for clients completing a thesis, proposal, or dissertation only as part of our consulting service. If you'd like to learn more about this service, [click here](#) to read about consulting or to [schedule a free consultation](#).

Proofreading

Proofreading involves reviewing the final proof of a document to ensure spelling, punctuation, grammar, and formatting are consistent and accurate.

Professional writers/scholars: We are happy to perform proofreading for scholars in the final stage of the editing process before professional publication. Proofreading occurs after all professional copyediting revisions have been completed and the work is in its final form before publication.

Students: Proofreading for students completing a thesis, proposal, or dissertation occurs as part of the APA editing process. We do not provide dissertation proofreading as a separate service for students unless we have previously edited their work..

Rate: Estimates are provided on a per-job basis.

Miscellaneous Editing Services

We offer a variety of miscellaneous editing services including, but not limited to:

- Reference list editing and formatting
- Citation cross-checking
- ProQuest formatting
- Table of Contents assembly
- Table formatting
- Lists of tables and figure assembly

Rate: \$90/hour USD

Important Information

Editing vs. Consulting

It can be challenging to differentiate between the support received from editors and consultants/coaches. Editing is reserved for manuscripts that have already been written. The purpose of editing is not to instruct but to review and polish your manuscript. The editor focuses on correcting typos, misspellings, punctuation, grammar, style, etc. Consultants focus on developing and aligning content—consulting is a real-time instructional opportunity meant to help you learn how to plan, conduct, and report your research. Depending on your specific needs, you might require support that falls into both categories.

Client Responsibilities

You are responsible for ensuring that the correct draft is submitted to the editor. An additional fee will be incurred, and the timeline for submission may need to be extended if you need to submit a revised or corrected draft after editing has begun. It is also your responsibility to submit your program's most up-to-date formatting guidelines to the editor.

Ethics

Our editors are guided by professional and academic ethics. Under no circumstances will our editors, coaches, or consultants ghostwrite. We believe that ghostwriting is an act of academic dishonesty and will not, under any circumstances, endorse or provide ghostwriting services.

Request an Editing Quote

To receive a quote, [click here](#), complete the editing request form and attach a Word version of your document where prompted.

*We are defined by what we desire,
not what we know.*

- James K.A. Smith