

Proofreading Services

Here at Transcription City our proofreading services are provided by experienced and qualified proof readers, capable of proofreading a variety of documents including manuscripts, manuals, letters, business materials, educational material and transcripts.

Proofreading for Documents

We can proofread a variety of documents, from manuscripts, educational material, corporate documents, contracts and manuals. This includes cross-referencing and researching any statistical or factual information, as well as amendments to errors in spelling grammar or punctuation.

Proofreading for Transcripts

Our transcript proof readers not only check for factual errors and spelling mistakes, but they also listen to the entire audio or video file that the transcript relates to, to ensure that it is word for word and error free.

Formatting and Proofreading Services

All of our proofreading services can be used either separately or in conjunction with our other services. For example, if your documents need updating in layout, style or format, we can add this to your proofreading order to ensure that your final document is perfect in every way. We are also able to offer formatting services for authors who wish to publish their material. So whether you need to send multiple copies of your manuscript to obtain an agent (all with different formatting requirements). Or you need to format a word or written document for electronic publication (Kindle, Sony, Nook, Barnes and Nobel, iBook's, etc.) we are happy to help with that too.

Editing and Proofreading Services

If your document needs a little more care and attention, we also offer an copy editing service, which can work perfectly with our proofreading services. This is particularly useful if you need us to proofread one section of your copy and then edit another section. Our copy-editing services are designed to work in perfect synchronicity with your existing writing style and tone, to create copy that flows and matches you or your companies' individual personality

If you would like to know more about our proofreading service, copyediting or copy writing services, why not get in touch? We have teams of specialist proof-readers, document formatters, eBook specialists and ghost writers who are happy to answer any questions you may have and provide you with a service that is tailor-made to your needs.

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