PUBLISHERS • BOOK PACKAGERS • BUSINESSES • NONPROFITS

WordWiser Ink Capabilities Pack

Copyediting and proofreading for publishers, packagers, and organizations.

WordWiser Ink is an experienced boutique editorial firm serving publishing houses, book packagers, businesses, nonprofits, and other organizations. Since 2000, our editors have worked with Big Five publishers, Fortune 100 and 500 corporations, government agencies, and independent authors. Our editorial team brings publishing-house experience and subject-matter expertise to assignments with defined scopes and written agreements.

Copyediting

A pre-layout review of grammar, spelling, punctuation, usage, and style. We check consistency and continuity in names, timelines, facts, and terminology, along with tables, figures, lists, front and back matter, cover copy, and links. Each copyedit includes tracked changes, a project style sheet, and clear editorial queries for decisions that belong to the author or client.

Copyediting+

Includes copyediting plus sentence-level attention to clarity, readability, and flow. We smooth awkward wording, reduce repetition, and strengthen transitions while preserving voice and intent.

Proofreading

The final review after layout checks remaining mechanical errors, repeated text, conversion glitches, fonts, running heads, headings, hyperlinks, and metadata. We also check spacing, line breaks, margins, captions, image placement, and contents against page numbers.

Proofreading is a separate editorial stage, not a substitute for copyediting. When both services are commissioned, a different editor performs the final proofreading pass. Copyediting does not include a post-layout proofread.

Our scope: We specialize in copyediting and proofreading. We do not provide developmental editing, standalone line editing, ghostwriting, or substantial rewriting.

Team and editorial expertise

Publishing experience and subject-matter knowledge

Tia Ross

Founder and Editorial Director. Tia sets the firm's editorial standards and guides work across the team. Her publishing experience includes Hachette Book Group, Simon & Schuster, Penguin Random House, and HarperCollins imprints. A technical documentation specialist since 1998, she holds an AAS in Computer Information Technology and a BS in Information Science & Technology, summa cum laude.

Brandy Patton

Editor and proofreader with 20 years of experience across medical and scientific journals, educational assessments, health education, biographies, fiction, and nonfiction. Brandy's interests include health and wellness, personal development, and professional content. She holds a BA in communications with a minor in English and works with AMA, Chicago, and AP style.

Sherian Brown

Copyeditor and proofreader with a Master of Science and a clinical background as a perfusionist. Sherian combines medical fluency with a strong focus on fiction. Her publishing experience includes HarperCollins, Row House Publishing, Ohio University Press, Zando, and Ulysses Press. She works with Chicago, APA, and AMA style.

Dr. Tamira Butler-Likely

Editor and proofreader with more than 15 years of experience and a PhD in biology and biomedical sciences. Tamira works with fiction, nonfiction, children's books, academic and scientific papers, essays, and dissertations. Her style-guide experience includes Chicago, APA, MLA, AMA, and AP.

Content specialties

Publishing: fiction and nonfiction manuscripts and proofs. Business: reports, proposals, RFP responses, corporate communications, policies, and grant materials. Technical: user guides, knowledge bases, API documentation, and specifications. Medical, scientific, and academic: journal manuscripts, papers, dissertations, and health education materials.

Editorial standards and fit

Style-guide experience varies by editor. Across the team, it includes The Chicago Manual of Style, AP Stylebook, APA Publication Manual, MLA guidance, and AMA Manual of Style. We apply the guide and publisher, journal, or organizational house style agreed for each assignment. Editors are assigned according to subject-matter expertise, editorial fit, and availability.

Selected credits and engagement

Copyediting experience across publishing houses and imprints

Selected Copyediting Credits

Publication	Publisher
Self-Care for Black Men	Adams Media
Meditations for Black Women	Simon & Schuster
Being Black in the Ivory	UNC Press
How We Do It: Black Writers on Craft, Practice, and Skill	HarperCollins/Amistad
Homeward	HarperCollins Christian
U.S. Civil Rights Trail: Moon U.S. Civil Rights Trail: A Traveler's Guide to the People, Places, and Events that Made the Movement	Hachette Book Group (Moon Guides)

How an engagement works

1 Share the project
Provide your client or organization type, content type, word count, requested service, intended audience, desired deadline, and a representative sample. Include applicable house style and production, confidentiality, or procurement requirements.

2 Agree on the assignment
We assess fit, scope, and availability, then prepare a proposal. The written agreement establishes deliverables, rounds of review, schedule, fees, and project terms before work begins.

3 Complete the editorial review
The assigned editor applies the agreed style and scope, corrects errors, and raises queries where an author or subject-matter expert needs to decide. Follow-up review is defined in the agreement.

4 Review and prepare for publication
Your team reviews edits and resolves queries. For work moving into layout, proofreading is a separately commissioned final stage. Substantial changes after editing may need further review; production steps depend on the assignment.

For book manuscripts: Submit two or three representative chapters, preferably from the middle; one complete chapter is the minimum. Fiction samples should include narrative and dialogue.

Working with WordWiser Ink

Scheduling, operational practices, and vendor details

Scheduling and availability

Scheduling is determined individually by project and client type, word count, editorial service, complexity, production requirements, and editor availability. Send your desired deadline with the project details so we can assess fit and provide a reliable schedule. A requested deadline is not a delivery commitment; start and delivery dates and relevant milestones are established in the proposal or agreement.

Rush requests may be considered when scope and availability permit. Accommodation is not always possible, and any applicable rush fee is disclosed before work begins.

Confidentiality and ownership

Clients retain ownership of their material. We do not upload client material to generative AI tools or platforms. Files are accessed only by the editors assigned to the project and are not shared without written consent. Working-copy retention and deletion follow the services agreement.

Agreements and working formats

Projects operate under written agreements. We review client NDAs and vendor-onboarding documents on request. Copyediting is performed in Microsoft Word with Track Changes, a project style sheet, and clear queries; Google Docs and Pages are available on request. Proofreading is performed on PDF proofs, galleys, or final digital formats. The working format is confirmed for the service and assignment.

Vendor information

Legal name: WordWiser Ink LLC

Ownership: Woman-owned and Black-owned

Business structure: Texas limited liability company

Industry codes: NAICS 561410 · SIC 8999

Tax documentation: W-9 available on request

Request an estimate

Send your project details and a representative sample so we can assess scope, availability, and pricing. Include your requested deadline and any house-style, production, confidentiality, or vendor-onboarding requirements.

wordwiserink.com/request-an-estimate

editors@wordwiserink.com