



Jacqueline Harvey

editorial services

telephone 01970 624310 mobile 07791 915827
email jlkharvey@sfep.net web jacquelineharvey.biz

I am a freelance copy-editor and proofreader, with BA (Hons.) and MA degrees in English and over 30 years' experience of working with different kinds of publications. My expertise is mainly in the humanities and social sciences, and my experience includes working on academic and reference books (including dictionaries, bibliographies, and encyclopedias), journals, reports, and exhibition catalogues. Freelance since 1986, I have been a Member (and now Advanced Professional Member) of the Society for Editors and Proofreaders (SfEP) since 1989.

Services

Copy-editing; proofreading; web editing; copy-writing; simple indexing

Subjects covered

Anthropology	Education
Art and art history (incl. photography)	English and world literature
Asian studies (esp. south-east Asia)	Film and theatre
Biblical studies and theology	Geography (human)
Children's literature	History
Christianity	Literary criticism/studies/theory
Communication (media) studies	Philosophy
Cultural studies	Psychology
Diaries/letters	Sociology
Dictionaries	

Selection of clients

Wiley Blackwell; Oxford University Press; Polity Press; Manchester University Press; Rider Books; Whitefox; Palgrave Macmillan; Tate Publishing; Cambridge University Press; V&A Publications; Sheffield Phoenix Press; Prospects Services (for Ofsted); Tribal Group (for Ofsted)

In-house experience

Production Assistant, Inter-Varsity Press, 1980–81
Editorial Assistant, later Executive Editor, *The Year's Work in English Studies* (YWES), 1986–90

Recent training

Introduction to Web Editorial Skills
On-screen Editing (1 and 2)
Working for Non-publishers

Testimonials

'I was very impressed by your editing of our text. We had taken pains with it, yet every change you made was a clear improvement, and a kindness to the reader and our discipline. You made us look good. By taking the pain out of writing, you made me want to do more of it. Thank you for the skill and effort you invested.' (Siobhan Reilly, *Encyclopedia of Family Studies*, ed. C. L. Shehan, Wiley Blackwell)

'My project was a collection of a canonical author's letters, derived from a standard edition put together by a much-loved Byron scholar. In effect, it was a 500-page quotation, including many eccentricities of spelling and punctuation, literary and historical allusions without number, and matters of transcription right down to the length of a dash (to which Lord Byron was addicted). Jacqueline watched all this unfold like the proverbial hawk, and even corrected me on "who"/"whom" on a couple of occasions, thus saving my literary reputation. And she returned queries from marked-up sheets within twenty-four hours, every time. If my next book project with the same publisher prospers I shall request her services most emphatically.' (Richard Lansdown (ed.), *Byron's Letters and Journals: A New Selection*, Oxford University Press, 2015)

'Jacqueline is a most reliable worker in all respects: fine attention to detail, excellent rapport with authors, always prompt and responsive to deadlines. I have no hesitation in trusting to Jacqueline's judgement and would highly recommend her to anyone looking for a first-class copy-editor.' (Sarah Dancy, freelance project manager, Wiley Blackwell)

A selection of books I have worked on

Rehana Ahmed, *Writing British Muslims: Religion, Class and Multiculturalism*
 Jessica Berman (ed.), *A Companion to Virginia Woolf*
 Noël Carroll, *Minerva's Night Out: Philosophy, Pop Culture, and Moving Pictures*
 Daniel Chandler and Rod Munday (eds), *Dictionary of Media & Communication*, 2nd edn (online)
 Joseph Conrad, *Victory*
 David Crystal and Ben Crystal, *Oxford Illustrated Shakespeare Dictionary*
 Fabienne Darling-Wolf (ed.), *Research Methods in Media Studies*
 Stephen Davies et al. (eds), *A Companion to Aesthetics*, 2nd edn
 Susan Ehrlich et al. (eds), *The Handbook of Language, Gender, and Sexuality*, 2nd edn
 Didier Fassin (ed.), *A Companion to Moral Anthropology*
 Gene Foreman, *The Ethical Journalist*, 2nd edn
 David Foster, *Contemplative Prayer*
 Andrew Gibson, *The Strong Spirit: History, Politics, and Aesthetics in the Writings of James Joyce 1898–1915*
 Richard Lansdown (ed.), *Byron's Letters & Journals: A New Selection*
 Deirdre Le Faye (ed.), *Jane Austen's Letters*
 Sharon Macdonald and Helen Rees Leahy (eds), *The International Handbooks of Museum Studies*
 Brian McGuinness, *Wittgenstein in Cambridge: Letters and Documents 1911–1951*
 Jolyon Mitchell, *Martyrdom: A Very Short Introduction*
 James W. Nickel, *Making Sense of Human Rights*
 Riall Nolan (ed.), *A Handbook of Practicing Anthropology*
Oxford School Dictionary of Word Origins, 2nd edn
Oxford School Spelling, Punctuation and Grammar Dictionary
 Alastair Phillips & Ginette Vincendeau (ed.), *A Companion to Jean Renoir*
 Douglas B. Richardson (ed.), *The International Encyclopedia of Geography: People, the Earth, Environment and Technology*
 George Ritzer, *The Wiley Blackwell Encyclopedia of Sociology*, 2nd edn
 Michael Ryan (ed.), *Encyclopedia of Literary and Cultural Studies*
 Michael Schoenfeldt (ed.), *A Companion to Shakespeare's Sonnets*
 Brian Shaffer (ed.), *Encyclopedia of Twentieth-Century Fiction*
 Jennifer Speake (ed.), *The Concise Oxford Dictionary of Proverbs*, 4th edn

