

Jan Andersen

Writer, Copywriter, Editor, Researcher and Artist

<http://www.creativecopywriter.org>

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Portfolio



Skills and Services Provided

- * Copywriting
- * Editing
- * Book Editing and Critique Service
- * Proofreading
- * Website Content
- * Turning translated copy for international businesses into impeccable English
- * Charities
- * Articles, Features and Columns
- * Marketing Personal Stories to the Media
- * Film Script Synopses and Treatments
- * Marketing Literature
- * Brochures
- * Newsletters
- * Letters: Business, Promotional, Complaint, Salary Negotiation, Job Applications
- * CVs/Resumés
- * Satire and Humour
- * Technical Documentation
- * Desk Research
- * Dissertations
- * College/University Coursework Assistance
- * Lesson Plans
- * Presentations
- * Leaflets and Fliers
- * Ebay Descriptions
- * PR Advice

Website Content

Oak Furniture Land



The Brief: To write the copy for six new ranges of furniture whilst upholding the brand image and maintaining the tone of voice associated with Oak Furniture Land. (2016)

Working Document Sample:

<p>Grace Range Descriptions</p> <p>General Range Description:</p> <p>Grace (Solid Oak, Painted & Brushed)</p> <p>The outstanding Grace range combines the elegance of cream painted solid oak with the subtle silvery sheen of a lightly brushed, metal wash finish on the tops to create a luxurious ambience in your home. Characteristic to this range are the curled feet, undulating skirts, curved tops and bevelled-edge drawers, which add charming embellishment to the eclectic style. Each piece is handcrafted by expert joiners from the finest cuts of premium grade solid oak and all of the drawers boast traditional dovetail joints with solid hardwood backs bases and runners for exceptional strength and durability.</p> <p>Please note: The paint used on all items in the Grace Solid Oak Collection is non-toxic and child safe.</p> <p>For more information on the Grace Solid Oak and Painted Furniture Range, view the products below.</p>	<p>Grace Solid Oak and Painted Double Bed</p> <p>Short Description:</p> <p>Painted in a sought after cream style with smooth lines, the Grace Double Bed will add a touch of class to any bedroom.</p> <p>Long Description:</p> <p>Dimensions: (W) 152cm x (H) 100/60cm x (D) 207.5</p> <p>The Grace Solid Oak and Painted Double Bed will create a stunning focal point in your bedroom. The panelling detail in the head and footboards blends perfectly with the gracefully curved skirt and feet.</p> <p>As with all beds from Oak Furniture Land, the slatted base provides stability for weight-bearing stresses. The bed is handcrafted by skilled craftsmen using only the finest solid oak throughout, with no veneers, no MDF and no chipboard. Complete the transformation of your bedroom into a relaxing sanctuary by teaming the bed with one of our high quality mattresses.</p> <p>This bed has been designed with minimal home assembly needed to aid in delivery to your home. Full instructions will be provided to ensure the assembly process is straightforward.</p>
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The Finished Copy on the Website:

<p>Product Information</p> <p>Code: GPR003</p> <p>Dimensions: (W) 152cm x (H) 100cm x (D) 208cm</p> <p>The Bella Brushed Oak and Cream Painted Double Bed will create a stunning focal point in your bedroom. The panelling detail in the head and footboards blends perfectly with the cream painted carved skirt and feet to give a timeless look that will look great for years to come.</p> <p>As with all beds from Oak Furniture Land, the slats are made from the same high quality hardwood as the rest of the furniture. Complete the transformation of your bedroom into a relaxing sanctuary by teaming the bed with one of our high quality mattresses.</p> <p>This bed has been designed with minimal home assembly needed to aid in delivery to your home. Full instructions will be provided to ensure the assembly process is straightforward.</p>

BBC



The Brief: To conduct research, re-write all the community/religion pages for the BBC website, include useful links, updated information, pull-quotes and photos and suggest new sections. (2011)

Religions/communities covered:

- London's Buddhist Community
- Catholic London
- Hindu London
- Cockneys and Cabbies
- Arabic London
- Brazilian London
- Chinese London
- Ethiopian London
- Greek London
- Bangladeshi London
- Caribbean London
- Cypriot London
- Ghanaian London
- Hispanic London
- Indian London
- Italian London
- Pakistani London
- Somali London
- Vietnamese London

Working Document Sample:

London's Buddhist Community

Buddhism

Learn about the thriving Buddhist community in London



- Buddhism is based on a 2,500-year-old teaching in India
- The first Buddhist religion in the UK was established in 1908
- The religion has many Western converts in London

Image from The Buddhist Centre, Coventry
Image from <http://www.buddhistcentre.co.uk>

There is a thriving Buddhist community in London, with Buddhists in London coming from a plethora of different cultures and traditions, including Thai, Japanese, Tibetan, Chinese, Indian and Western.

Buddhism teaches the Four Noble Truths, which recognise the existence of suffering and the need to overcome it. Although its societies differ in tradition, they all share the goal of making an inner change in order to create a happier, healthier planet.

Buddhism is based on a 2,500 year old teaching of Siddhartha Gautama, or Shakyamuni Buddha, in India. Gautama, a wealthy man born in 562 BC in present day Nepal, left his palace and became a wandering holy man. After much meditation, he became known as the 'Buddha' (the enlightened one) and gathered a community of converts. The largest Buddhist movement in the capital is Soka Gakkai (Value Creation society) International.

Together with Tibetan, Zen, Thai, Friends of the Western Buddhist Order and New Kadampa Tradition, the community is growing, as more and more people seek to return to spiritual values in the materialistic and fast moving London.

The first ever Buddhist mission in the UK was established in 1908 by Charles Henry Allan Bennett, who had been ordained as a Buddhist monk in Burma.

By founding The London Buddhist Vihara in West London, the Sri Lankan Buddhist scholar and religious propagandist called Anagarika Dharmapala (previously Don David) ensured the continuation of Buddhism in the UK.

The Zen tradition is... "not a philosophy or system of ethics or religion, but it enables one to reach the source of all philosophies, ethics and religions."

Description from the Soto Zen web site.

In the 1970s, Tibetan refugee teachers imported four schools of Buddhism (Sakya, Nyingma, Kagyu and Gelug) to Britain, which still have a following.


The Zen tradition is described on the Soto Zen web site as "not a philosophy or system of ethics or religion, but it enables one to reach the source of all philosophies, ethics and religions".

The largest group of the tradition is called the Order of Buddhist Contemplatives and was founded in 1972.

The lay Buddhist movement of Soka Gakkai International was established in London in the 1960s and has approximately 8,000 members.

Followers study the teachings of Nichiren Daikoku, a 13th Century Japanese priest. At the heart of the practice is the chanting of "Nam-myoho-renge-kyo".

This is the title of the Lotus Sutra and surrounds the universal truth to which Shakyamuni Buddha was enlightened.



The movement also believes in peace through education and culture, which is based upon the view of the inherent dignity and interconnection of all life.

It is a non-governmental organisation affiliated to the United Nations with members in 180 countries and territories.

There are approximately 400 committed Friends (or novices) of The Western Buddhist Order (FWBO) in London. At its core are about 120 ordained members who teach meditation and Buddhism in the city.

During the past 35 years, the FWBO has become one of the largest Buddhist movements, with approximately 80 centres around the world and activities in 25 countries. A representative states: "It is a dynamic spiritual community of men and women who together follow the Buddha's path".

The New Kadampa Tradition is the third largest Buddhist movement in the UK, founded by the Indian Buddhist Master Aasha in the 11th Century.

Kadampa Buddhists follow the teachings of Shakyamuni, Aasha and Je Tsongkhapa, emphasising the Lamrim instructions, which are all stages of the Buddhist path to enlightenment, and involves reciting the prayers of the Guru Yoga of Je Tsongkhapa.

Links:

London Buddhist Community: <http://www.lbc.org.uk>
Centre for meditation and the study of Tibetan Buddhism in the heart of London: <http://www.jamyang.co.uk>
West London Buddhist Centre: <http://www.westlondonbuddhistcentre.com>
Friends of the Western Buddhist Order: <http://fwb.org/>
London Sereve Reflection Meditation Group: <http://www.lsmg.org>
Meditate in London: <http://www.meditatelondon.org.uk>

Xograph Imaging Systems

Company Overview: Xograph Imaging Systems is a specialist Medical Imaging Company specialising in the fields of in the fields of general diagnostic radiology, mammography and mobile imaging.

The brief: To re-write the existing website content to appeal to the non-technical audience.

Working Document Samples:

6.2 Performa



New Standards of Productivity and Image Quality
Performa is a natural continuation in a long line of high performance, user-friendly mammography machines dedicated to improving breast health by setting new standards of productivity and image quality.


Performa has all the necessary technology and features to make life easier for both the patient and the professionals involved in fast-paced mammography.

Easy Compression System (ECS) for Efficiency and Comfort
The unique bi-directional compression enables greater visibility of breast tissue, thereby increasing comfort for the patient by minimising stretching of immobile breast tissue, allowing more tissue to be imaged and increasing throughput and productivity.

ROC for More Detailed Images
The optional ROC grids minimise scattered radiation, resulting in significantly sharper, more detailed and higher contrast images.

Diamond X-ray Tube for Outstanding Detail
The new Diamond X-ray tube used in Performa produces high-resolution images for outstanding visualisation of details throughout the breast.

7.3 Overview of Veterinary Products & Services VAP1-3, plus link to On-Line Ordering



Veterinary X-ray Equipment
Xograph provides a specially designed range of sophisticated, high frequency X-ray equipment, which meets the most stringent safety regulations.

The equipment is installed and supported by our own experienced X-ray engineers and backed by our state registered radiographer trainers.

X-ray Film
Kodak X-ray film is packed especially for Xograph, manufactured to the very highest standards and available in all popular metric sizes at 100 sheets per box and blue or green sensitive.

Film Processing Chemistry
The high-quality X-ray film processing chemistry is optimised for Kodak X-ray film and formulated for use in automatic processing machines.

The developer and fixer liquid concentrates are available in two pack sizes to cater for high or low workloads.

Automatic Film Processors
Xograph's range of compact automatic X-ray film processors have been designed for reliable operation and ease of use. Dry to dry processing takes just 90 seconds for all film sizes.

Exposcop 8000



Versatility and Safety
The Exposcop 8000 is versatile, compact and easy to operate, with real-time digital image processing, 16-image mosaic archiving with patient directory and low dose radiation.

The C-Arm has 45° orbital rotation, providing excellent mobility and manoeuvrability.

Exposcop 8000-ENDO



Mobile X-ray Controlled Endoscopy
The Exposcop 8000-ENDO has an integrated black and white and colour monitor, a compact foot pedal that controls all the functions of the C-Arm, X-ray imaging and Endoscopy and an integrated Laser printer for on-site documentation.

X-ray and endoscopic images are managed digitally, together with a secure image archive.


Exposcop 8000 compact



Compact C-Arm for Diagnostic X-ray Imaging
The Exposcop 8000 Compact has a digital image memory, providing excellent image documentation in any operative situation, low dose radiation and an ergonomically designed keyboard, with clearly defined function keys for ease of operation.

The C-Arm's lightweight and compact design offers high mobility and excellent manoeuvrability.

**5.6 "Orthopantomograph" - OP100 D and "Orthoceph" - OC100 D
The Most Technologically Advanced Dental X-ray Unit Available**



The "Orthopantomograph" has been recognised as the world leader in dental imaging technology since 1961.

The latest of these innovations in the "Orthopantomograph" family are two new models - the OP100 D for direct digital panoramic imaging and the OC100 D for direct digital panoramic and cephalometric imaging.

Swindon Borough Council

The brief: To write the entire copy for the Local Offer website (approximately 55 pages); a statutory requirement for all councils to have completed before the end of 2015. Due to the delay in finding a copywriter, the challenge was to complete the copy within 4 weeks, before the Project Manager left his position with SBC. The task involved organising meetings with the relevant departmental heads and interviewing them to ensure that I had all the necessary information to hand.

<http://children.mycaremysupport.co.uk/>

Working Document Samples:

Anti-Bullying Advice and Support

Bullying is an issue of concern to many parents, not just those of children with special educational needs and disabilities. The effects can be devastating and can have an adverse impact on a child's future life.

Types of Bullying

Bullying takes on many forms and there are several different types of bully. However, they all have the same result; they cause misery to their victims, which can lead to stress-related conditions.

The following are examples of types of bullying:

- **Physical bullying**
- **Direct Verbal Bullying:** This includes taunts, name-calling and verbal threats to the victim's face)
- **Indirect Verbal Bullying:** This includes cruel comments behind the victim's back intended for the victim to overhear, unkind notes, letters or graffiti
- **Exclusion & Isolation Bullying:** This is deliberate exclusion from playground activities and friendships groups, or total ignorance of the victim. The victim is often alone at playtimes and is avoided in the classroom
- **Racial Bullying:** The victim is targeted because of his or her race and this can encompass all the other types of bullying. Verbal attacks usually make reference and fun of the child's ethnic origin
- **Digital Bullying:** Text messaging, mobile phone calls and messages, e-mail

Signs That Your Child May Be a Victim of Bullying

Not all children will admit to being bullied, but there will be signs, some subtle and some obvious, that your child is the victim of bullying. These include frequent illness to avoid having to go to school, a decline in subject grades, reluctance to participate in extra-curricular activities, needlessly losing money or personal property, or (in older children) taking longer than usual to be with and from school because they have taken a different route in order to avoid the bully or bullies. Physical signs of bullying might include torn clothes, or unexplained scratches, cuts or bruises and your child may be begin suffering nightmares, bedwetting or mood swings.

What Should You do if Your Child is Being Bullied?

If you suspect your child is being bullied, don't ignore it and don't be afraid to report it.

- Remembering that it is not his fault is one of the most important steps a parent can take. Teach your child to be proud of himself and any differences about which he may feel conscious. It is OK to be different. Many of the world's successful people did not get where they are by being the same as everyone else.
- Inform your child's school, but firstly ask your child whether she would prefer to speak to her form tutor or principal herself. If necessary, ask the school to protect your anonymity. Sometimes the best way to expose a bully is for the teachers to catch him or her red-handed!
- Find out what the school's current bullying policy is and how the school intends to monitor the situation. All schools should have an anti-bullying policy in place, which may be part of their wider behaviour management policy. The Department of Education provides advice for school leaders and school staff on *preventing and responding to bullying* as part of their overall behaviour policy. Download "preventing and responding to bullying" to https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/330191
- If you don't feel completely satisfied with the way in which the school is handling the situation, write a formal letter to the head expressing your grievances and copy the letter to the local education authority. You can also use the school's complaints procedure to pursue your concerns.
- Teach your child strategies for dealing with the bullying. Tell your child to stay in a group when at all possible and to let you know exactly where he is going and with whom at all times. Role-play in a self-defence class, not as a method of learning the bully, but as a means of defending himself. If the bullying is verbal, tell your child to confront the bully by saying, "Please don't call me that again. It's cruel and hurtful."
- Encourage your child to feel comfortable talking to you, a teacher or a counsellor and to report every incident of bullying.
- If your child is able to do so, ask her or her to keep a dated diary of events that you can share, or make your own record of incidents, including any mood swings or emotional and physical effects that you notice that you may think is attributed to the bullying.
- Leeds City Council has a voluntary *Defending Advice* who works with schools to ensure that they comply with safeguarding requirements.

You can also get help and advice from the following organisations:

bullyhelp.org - <http://www.bullying.co.uk/> Tel: 0800 880 2222
BullyingLink - <http://www.bullyinglink.org.uk/>
Kidscape - <http://www.kidscape.org.uk/> Tel: 0845 6 205 204
Anti-Bullying Alliance - <http://www.anti-bullyingalliance.org.uk/> Email: info@aball.org.uk

A sample of the finished copy on the website:

[illegible][illegible]

Certification International (UK) Ltd (now SOCOTEC Certification (UK) Ltd)

Company Overview: SOCOTEC Certification International has been providing management systems assessment and accredited ISO certification services to organisations around the world since 1995.

The brief: To write the website content for the company's new e-learning option, including the downloadable Act for Conversion document.

I also provided fortnightly ISO news' updates, wrote standards' related articles for the website and edited email campaign documents.

Working Document Samples:

<p>How International Standardisation Supports Business Expansion</p> <p>Trade is becoming progressively global, with an increasing number of companies expanding their businesses to target the international marketplace. Not only does this increase the market competition, but it raises the issues of establishing precise criteria to be used consistently, such as rules, guidelines or definitions of characteristics to facilitate the international exchange of goods and to ensure that materials, products, processes and services are fit for their purpose.</p> <p>With emphasis on the need for level playing fields to be maintained across national and international boundaries, companies without internationally recognised certification are finding themselves on uneven ground. Some companies may even refuse to do business with you if you do not have the relevant ISO certification. This is particularly true in certain business sectors. In the architectural and construction industry, for example, ISO certification is proving to be mandatory if the practices and companies concerned wish to pitch for public-sector projects and avoid losing commissions.</p> <p>Being ISO certified not only demonstrates to customers that a company values quality, but also increases their trust and confidence, knowing that its quality management system is periodically validated by external professionals. The standards provide a foundation on which companies can build improved quality management and assurance systems to achieve higher levels of competitiveness in quality, price and delivery.</p> <p>Some companies may view ISO certification as bureaucratic and of limited value. However, the message that lack of ISO certification conveys to customers is that a company's QMS is not up-to-scratch and that it may be reluctant to make the effort to implement the changes and improvements required to meet national and international acceptance.</p> <p>The ISO certification process provides companies with an excellent internal communications' tool, improving employee interaction and motivation, enabling effective interpretation of customers' needs, improving documentation, increasing productivity and, consequently, enhancing inter-company relations. As a result, and certainly with the architectural practices highlighted in this issue, companies with ISO certification are more likely to be innovative and profitable, competing more successfully in the international marketplace and demonstrating their ability to satisfy the customer.</p>	<p>How Will My Customers Benefit from ISO 9001:2000?</p> <p>Customer Satisfaction</p> <p>The service and quality that you provide to your customers is a barometer of your quality management system. ISO 9001:2000 enables you to build a positive, customer-focused system, which is a necessity to survive in the current competitive marketplace. Customers are satisfied when all of your employees are responsive to their needs and concerns and when your products or services consistently meet or exceed their expectations.</p> <p>The revised standard requires greater interaction between the organisation and its customers, with emphasis on the monitoring of customer perception as to whether or not their requirements are being satisfied, together with senior management commitment to enhancing customer satisfaction.</p> <p>Employee Satisfaction</p> <p>Employee satisfaction at all levels is crucial to the service that your company provides to customers and satisfied customers are essential to the success and ultimate survival of an organisation. The revised standard ensures that there is greater emphasis on people being competent to perform their work. Effective internal communications also means more accurate interpretation of, and swifter response to, customer requirements and provides employees with an understanding of their impact on quality and service.</p> <p>Improved Internal and External Processes</p> <p>The revised standard not only ensures clear definition of both employee and departmental roles and responsibilities, but that work processes are monitored and improved and departments work more cohesively, with the emphasis placed firmly on meeting customer requirements.</p> <p>Every work task is substantiated, it is controlled, monitored and evaluated to ensure that these external activities do not have a negative impact on quality and customer satisfaction.</p> <p>International Trade</p> <p>Being ISO certified provides increased opportunities for new domestic and international trade, not only because an increasing number of companies give preference to organisations with ISO 9000 certification, but because international customers are more likely to accept the credibility of your company. Profound customers therefore benefit, because they are not deterred by distance or their inability to visit your organisation, offering them greater scope to seek goods and services outside their own geographical boundaries.</p> <p>Customer Loyalty</p> <p>There is no better testament to your company than a solid base of long-term customers. Customers themselves benefit from this loyalty, because it saves them time, money and effort in having to seek out and vet new suppliers.</p> <p>With the focus on doing things right the first time and every time and consistently delivering an impeccable service within specified timeframes, your customers will also continually reap the benefits of your company's ISO 9001:2000 certification.</p>
<p>An Introduction to AQF Conversion 2000</p> <p>Thank you for your interest in the Act for Quality (AQF) Conversion 2000 e-learning programme.</p> <p>The aim of Act for Quality (AQF) Conversion 2000 is to enable you to convert your existing ISO 9001:2000/1994 compliance quality management system to meet the requirements of ISO 9001:2000, quickly, easily and inexpensively.</p> <p>Within each of the sections listed below is detailed information about the AQF Conversion 2000 e-learning programme, its key features and the tangible outputs to be achieved.</p> <ul style="list-style-type: none">• Programme Structure – The Seven Activities• Programme Overview• Structure of the Activities• Business Process Overview• Training Modules• Benefits to your Business• Support• Purchasing Options• Purchasing the Programme• Certification Options <p>This programme is a practical and convenient e-learning approach to achieving re-certification to the new ISO 9001:2000 standard.</p> <p>The programme is easy to use and contains a wealth of helpful information, example plans, checklists and training material that can be tailored to your industry sector.</p> <p>You also have the option of independent e-mail support every step of the way, which is useful for those who may benefit from extra guidance.</p> <p>If you have chosen Certification International as your Certification Body, you have the option for staged assessments of the outputs following the completion of each activity. These are off-site document reviews that are linked to the on-site audits.</p> <p>The AQF Conversion 2000 e-learning programme is of great practical value in achieving an effective quality management system, consistent with the requirements of ISO 9001:2000.</p> <p>We look forward to hearing further from you and to supporting you in your endeavours.</p> <p>Certification International (UK) Ltd Barton Park House, Watlington Road, Bicester in Oxfordshire, Oxon OX6 4AG England Telephone 01753 628011, Fax 01753 628002 E-Mail: sales@ci-int.co.uk Web: www.ci-int.co.uk</p>	<p>Benefits to Your Business</p> <p>The key goal of the AQF Conversion 2000 e-learning programme is the successful achievement of re-certification against the requirements of ISO 9001:2000.</p> <p>The benefits of the unique AQF e-learning programme are considerable, with one of the most obvious advantages being a significant reduction in cost and time. Highlighted below are some of the major advantages of our e-learning programme:</p> <ul style="list-style-type: none">• Instant, cost-effective deployment of time-critical information• Learning time is reduced by an average of 40 to 60 per cent• Self-paced. Everyone has the ability to absorb information more effectively at certain times of the day and at varying speeds. E-learning enables you to choose the time and pace at which you work• Option to purchase single activities within a programme to suit your own needs and levels of competence• Use of the e-learning programmes as a standalone tool• Your annual training schedule is not compromised, since you set the time that you dedicate to the programme and enables you to work from home• Online independent support every step of the way <p>Certification International can provide similar e-learning programmes to facilitate the implementation of individual ISO 14001 (Environmental) and OHSAS 18001 (Occupational Health and Safety) management systems and, through further programmes, to integrate these with ISO 9001:2000 quality management systems.</p> <p>For further information on Certification International's other 'Act for' e-learning programmes, please see the CI website: www.ci-int.co.uk</p>

“Jan is a word genius. Her copywriting skills are impeccable and her talents have certainly enhanced my web design business, in addition to those of our clients. On a more personal level, Jan can find humour in the direst of circumstances. Jan has the enviable ability to make me feel uplifted with her wit and inspiration. She's going to achieve something really great one of these days.”

Rae Lonsdale, Technology Consulting Services, Thought Processes (Formerly Managing Director of Global Data International)

“I am pleased to state that I have known Jan Andersen professionally for over 30 years.

In my former position as Editor for New Musical Express, Melody Maker, Vox, etc as well as my current role as a best-selling author and the head of Giant Steps Recordings, I regularly call upon Jan's expertise either as a team player or in a solo role.

Be it, editing, copy reading, generating original copy or preparing material for the printers, I have found Jan to be thoroughly reliable in undertaking such work.

She is most conscientious, enthusiastic and is more than capable of making important decisions independently.

Jan Andersen is also a highly accomplished author in her own right.

As such, I have no hesitation in recommending Jan's creative services.”

Roy Carr

Author and Owner of Giant Steps Recording

“Jan has astonishing attention to detail, backed with an unparalleled knowledge of English and its precise use. Her ability to spot the obvious, edit to enhance and re-write to emphasise is delivered with the ability to convey a message in meaningful and concise context. She can grasp technical, commercial or management strategies and has the ability to reconstruct the base text into compelling and concise copy, which enthuses the reader to engage; all this without the standard techo-commercial-management speak we all see littered in press release and reports on a daily basis.

Outside of her editing and copywriting skills, Jan's creative side is one rarely seen in business today. Her artist flair, design approach and subtle use of colour, shades and inflects bring presentation material, press releases, marketing literature and sales' documentation to life.”

Mike Baker

Commercial Manager at BP - Next Generation Engineering

“I believe that the result of my creative work is a reflection of the client. The results of my co-operation with Jan were way above my expectations.”

Mike Horton

Owner, Propergander

Articles and Features

Western Daily Press

From February to May 2003, I wrote the monthly parenting page, which involved conducting interviews with parents and well-known experts on the topics concerned.

Published Page Samples:



Topics Covered:

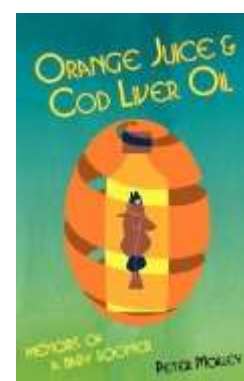
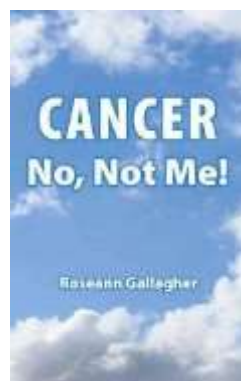
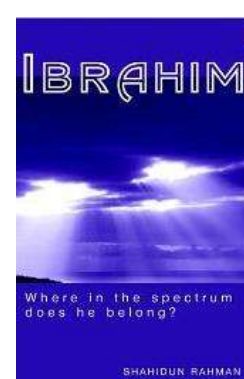
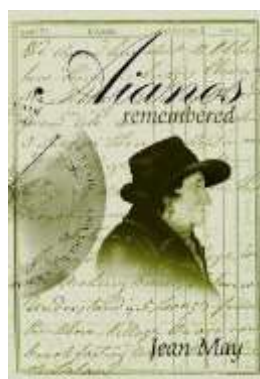
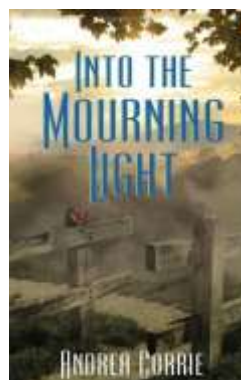
Building Self-Esteem Through Touch
Children and Allergies
Eating for Good Behaviour
Explaining War and Violence to Children
Extended Breastfeeding
How Harmful is Parental Favouritism?
Talking to Your Children About Sex
Passive Smoking and Children's health
How do You Define Normal Child Development?

Book Editing

"Working with Jan on various book publishing jobs I know what a talented editor she is. I've seen her work wonders in days on texts that would take mere mortals years to sort out. She must have the patience of a saint. Apart from her obvious talents in creative writing, editing etc, she's also great fun to work with, and obviously has a great rapport with her clients as well as colleagues."

*Duncan Bamford, Principal Designer, Insight Illustration Ltd
<http://www.insightillustration.co.uk/>*

A Selection of Books that I have edited, Formatted and Proofread:



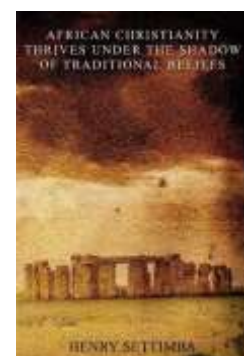
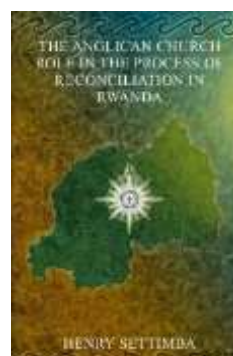
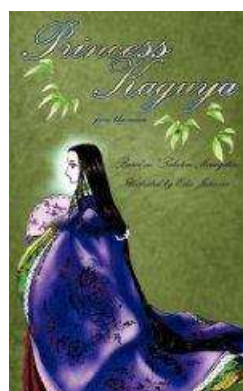
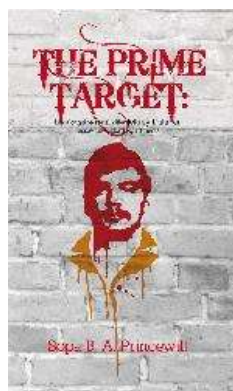
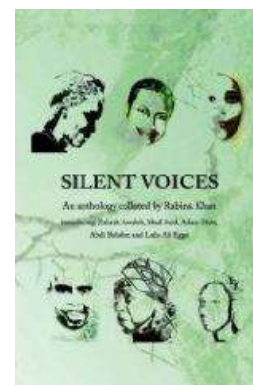
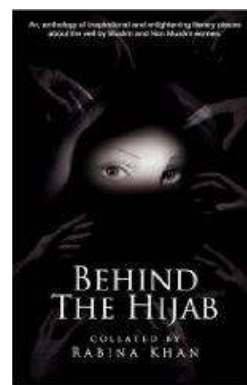
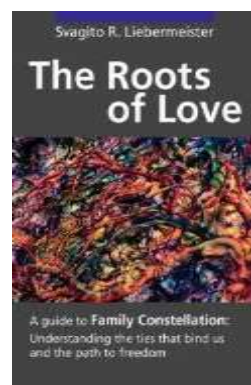
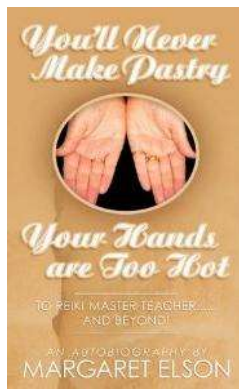
"Jan was invaluable in helping me to get my first book published. I had no idea how to go about making it into a book and had written in all in an A4 script. Jan was so informative giving me tips on how to make it into 'two pages' encouraging me every inch of the way. My next book Jan will edit for me, because in all honesty I would not trust anyone else.

To me Jan gives more than value for money, she also gives of herself. Her patience in time and effort given to me as a fledgling writer is something I will always cherish.

Jan is so much more than an editor...she is now my friend and I give grateful thanks for that."

Mags Wise Owl

<http://www.magswiseowl-reiki.co.uk>



Books I've Written



I began writing Chasing Death shortly after the suicide of my eldest son, Kristian. It is not a grief recovery book, but one that attempts to connect to the raw pain of survivors and covers topics that one might not always read in a traditional self-help book.



Enhancing Fertility After Age 40 aims to help you maximise your chances of conceiving after the age of 40, by considering all aspects of health and natural therapies to enhance fertility, in addition to providing information on chemicals and environmental factors that may contribute towards infertility.

I have also contributed to – and written Forewords for – a number of books written by other authors.

E-Zines/Websites for which I've Written

Straight from the Heart – Previous Humour Columnist for the *That's Debatable* column. Articles included:

- Advice for Lonely Men – The Woman's Point of View
- British Woman Speaks with Forked Tongue
- Christmas Shopping and Men Don't Mix
- Driving Force
- Endearing Quirks and Revolting Habits – The joys of Co-Habiting
- Feng Shui – A Load of Old Phooey?
- Fully Qualified parent
- Laddered Stockings, Untamed Hair and Yet Another Spot!
- Men, Women and the Housework Thing
- New Year's Irresolutions
- Please, Mr Postman
- What Men Say and How Women Interpret It

Loving Your Curves – Previous staff writer for the *That's Life* section. Articles included:

- Better to Have a Large Body Than a Small Mind
- Dying for Wrinkles
- Hair Raising
- Why Real Men Prefer Larger Women
- Kitted Out for School
- I'll Have That with Extra Chocolate Please
- Oh No, It's That Time of the Month Again
- Where Did Those Lumps Come From?
- Why I Hate Toasters
- Why I'm Thankful for my Stretchmarks
- Why Life Isn't a Soap Powder Commercial
- Wobbly Bits on Show

Endorsement from Editor, Sherri Craig-Paschelke: *"Jan is a wonderful employee with great writing qualities, a quick wit and superb sense of humor. She is efficient, timely and has excellent grammar, articulation and spelling skills. My readers love her work and she's a favourite of theirs. I think that any company would be blessed to have Jan on their staff."*

UK Parents (now called Parentally Challenged) – Previous Feature Writer

Some of the other publications and websites to which I have contributed include:

The Mother Magazine
Aribella
We Women
Parenthood Web
Urbia

Women's Web Daily
Myria
Alternative Parenting
The Sophisticated Bride
Giggle With Me (Humour)
La Leche League
Women's Journeys
Moxie
Bodytalk Magazine
Why Men Are
Baby University
Simpler Living
The Web Writer
Focused Lives
Transformations
Hotel Insider
Tots to Teens
Real Parent
IDF50
Village Travel
Mens' Club Guide
Net Med Info
Employee Magazine
Aussie Résumés
Childslife
Conflict Management Newsletter
Computer Market
...and many more

“Jan has a mastery of descriptive language and more belly laughs per paragraph than I've enjoyed in a long time. Her talents are wonderful; self-deprecating, fun, satirical, lively and original - all in one. No one can beat that. Jan has unmatched wit and wisdom and I know of no other writer quite like her here in the States. She is a comic genius, a bright flame in a world that needs a good laugh. Not many people can make me laugh with the written word. Laughter is a wonderful gift and I thank her for it.”

Ron Carpenter, (Ex-Military) Writer, Texas

“Jan can take the bones of a story and bring it to life, for the advantage of the client. She is consistently professional, personable, and on time. I highly recommend her interviewing, researching and writing skills.”

Dianne Edgar
Owner at I-Marketing Services Ltd

Artwork

Portraits (Coloured pencil, acrylics and torn paper)





Landscapes/Nature

