# **Mekiya Outini's Services**

Award-Winning Author, MacDowell Fellow, 10+ Years of Experience as an Editor, Tutor, & English Instructor



### **Table of Contents**

#### **Editorial Services**

- Developmental Editing
- Structural Editing
- Copyediting
- Proofreading
- Manuscript Preparation

## **Services for Aspiring Students & Young Professionals**

- College Application Review
- Standardized Test Preparation
- Academic Tutoring
- Resume, CV, & Cover Letter Review

#### **Additional Services**

- Content Writing
- Wix Website Building/Web Editing

#### **Payments & Pricing**

#### **Only for Friends of The DateKeepers**

#### **Services for Writers**

I've worked with all sorts of writers, from poets developing debut collections to senior citizens crafting tell-all memoirs about their tumultuous lives. In particular, I enjoy supporting writers, students, and scholars for whom English is not a first language. Whether you're writing about Southeast Asian migrant laborers or nanotechnology, I look forward to learning more about your field and helping you make your manuscript the best that it can be.

**Developmental Editing:** The first draft is always a mess. Always. It has to be. That's the only way to get good ideas on the page—by dumping all the bad ones there as well. Unfortunately, with everything so fresh and raw, it can be difficult to differentiate original thoughts from hackneyed ones, groundbreaking arguments from unsubstantiated whimsy, relevant passages from rambling interludes. As a developmental editor, I help clients determine which ideas to pursue and which to discard, resolve plot holes and logical fallacies, and refine their characterization and arguments so that later drafts rest on a firm foundation.

**Structural Editing**: Once the writer knows *what* they're doing with the manuscript, the next question is *how*? How to arrange the arguments or scenes? In what order to present this evidence or that bit of information? Which sections to condense, and which to expand? When and where to break chronology with historical context or in-scene flashbacks? As a structural editor, I help writers tackle these questions and craft elegant, orderly, comprehensible manuscripts through which readers move smoothly, efficiently, and intuitively, as through a well-designed building.

**Copyediting**: Copyeditors, also known as line editors, address a range of issues: unclear, overwrought, or misleading language; choppy syntax; monolithic paragraphs that must be broken down; implications better made explicit or vice versa; and more. In this role, I help clients craft clear, powerful, and hard-hitting prose that keeps readers alert and engaged.

**Proofreading**: Most editors draw a hard line between copyediting, which deals with style and clarity, and proofreading, which resolves technical errors: typos, incorrect citations, problematic punctuation, etc. By contrast, I typically view this distinction as fluid. Grammatical errors and issues with punctuation can disrupt style, undermine clarity, and even alter the intended meaning, especially when caused by interference from another language. For most clients, especially ESL writers, I copyedit and proofread simultaneously.

**Manuscript Preparation**: Even after a manuscript has passed through all four modes of editing named above, miscellaneous tasks may remain before it can be submitted for publication: drafting an abstract and choosing keywords, for instance, or ensuring that all formatting choices conform to the publisher's submission guidelines and/or house style.

With my help, clients seeking to publish will check these last remaining boxes and take their manuscripts across the finish line.

## **Services for Aspiring Students & Young Professionals**

I deeply believe in the power of education to open doors and transform lives, and in the irreplaceability of human creativity and aspiration. When I'm not writing or editing, I enjoy helping aspiring students and young professionals access educational resources, excel academically, gain critical knowledge and skills, and enter a highly competitive labor market with the edge that only education can provide.

**College Application Review**: Many aspiring students, especially but not exclusively international students, find the college application process daunting. In addition to helping develop and refine your essay and other application materials, I'll also teach you writing, editing, and critical thinking skills that you'll need as a student and throughout your professional life.

**Standardized Test Preparation**: Standardized tests such as the TOEFL, IELTS, and GRE can be extremely challenging for non-native English speakers, but most international students must pass them in order to study in the US. I'll help you prepare for these tests by strengthening your speaking, listening, reading, and writing skills, providing feedback, and sharing helpful resources.

**Academic Tutoring**: I do not edit students' class assignments. This would violate my commitment to academic integrity. I do help students learn how to edit their work for themselves. Drawing on years of experience tutoring at three different college writing centers and teaching fifteen literature and composition courses, I prepare students to pass the most rigorous writing classes and gain the skills they'll need to outcompete AI in the labor market and beyond.

**Resume, CV, & Cover Letter Review**: Finding a job is tough. It's tougher if your resume's a mess. Clear hierarchies, relevant keywords, strong verbs, lexical diversity, consistent diction, and morphological parallelism—you'll need all these and more if you want to catch a recruiter's attention. With my guidance, you'll generate application materials that properly showcase your skills.

#### **Additional Services**

**Content Writing**: I'm selective with content-writing gigs and only take projects when I believe in their importance, interest, value, and integrity. Contact me with serious inquiries regarding essays, profiles, research-based articles, op-eds, commentaries, blog posts,

human interest stories, and book or product reviews that demand a balanced, thoughtful approach, deep engagement with the subject, and elegant prose.

**Wix Website Building/Web Editing**: First and foremost, I'm a storyteller. If you're looking for someone who understands how plot structure, narrative tension, rhetorical choices, and point of view contribute to creating an intuitive, enthralling, and meaningful user experience, I'm the web editor/builder for you.

## **Payments & Pricing**

My rates start at \$250.00/hr and vary depending on the depth, scope, and scale of the project. To receive a quote, please send a detailed project description and sample materials, if applicable, to <a href="mailto:datekeepers@gmail.com">datekeepers@gmail.com</a>. I accept payments through PayPal, Zelle, and Venmo and require payment in advance.

#### Only for Friends of The DateKeepers

Friends of The DateKeepers don't just get to promote themselves, their services, and their skills to an international audience of over 100,000. They also join a creative community of exceptional professionals from all backgrounds, with diverse talents, skills, and expertise, working in many different fields, and based in every corner of the globe. If you've got a question about any subject, someone in our network has the answers. If you want to build an interdisciplinary partnership, you'll find the best collaborators among our Friends. To enjoy the benefits of this community, become a Friend of The DateKeepers. Apply today.