

# Resume: Sheri McGuinn

## Research, Analysis, Writing & Editing

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### Education

**Master of Administration**, Professional Writing, Northern Arizona University, Flagstaff, AZ

**MS in Education**, Learning and Behavior Disorders, Buffalo State College, Buffalo, NY

**BA Psychology**, Sonoma State University, Rohnert Park, CA

### Experience and Skills

#### Research & Analysis

My academic training included research design. As a graduate student working with two others, we developed, conducted, and documented formal research on the impact of music on student behavior. I did the writing. I was also trained in and have practiced informal and formal observation. After gathering all data, I evaluate and analyze the information obtained, then formulate the appropriate narrative. I regularly practiced this as a teacher developing individualized education plans.

These analysis skills are also useful when I am responding to RFPs with grant applications.

I have also been doing social histories for sentence mitigation attorneys and have a redacted sample available on request. My broad range of experience helps me locate people who may be willing to offer supportive letters or interviews for the individual facing sentencing. I was trained in interview techniques at Cornell for one of my prior careers, so I establish rapport and use open-ended questions effectively. My experience in civil service positions also informs my understanding of the justice system, which helps me create a persuasive narrative for sentence mitigation.

#### Writing & Editing

I write and edit for businesses and individuals. My broad range of experience and education facilitate my ability to collaborate with subject-matter experts from many different fields, then write and edit a variety of documents for designated audiences.

See my Professional Credentials for lists of published work, awards, and other achievements writing screenplays, novels, short stories, and non-fiction work.

The Services page of my website has samples of a marketing poster, a published magazine article, the narrative opening to an extensive (successful) grant application, and a letter of reference from an editing professor at NAU.

The Master's degree at NAU provided practice in writing and editing in a variety of professional and technical formats. Breaking large and complex tasks into smaller operational steps is a key skill developed as a special education teacher – and useful when developing instruction manuals. Art classes I've taken help, too.

#### Author Services

My author services include all levels of edit, interior design, file prep, assistance with cover design, self-publishing guidance, and project management as needed. This is described more thoroughly on the Just for Authors page of my website.

The best example of my work with self-publishing authors is Suzanne Blaney's [\*Impressionism: Inspiration & Evolution\*](#), which was runner up in the photography/art category of the 2019 San Francisco Book Festival. We started with a disorganized rough draft without proper citations. She wanted it suitable for sale at museums. I did substantial editing, worked with her to get proper citations for quotes and art, designed the layout, and helped her through the self-publication process. Other samples and testimonials are on the Just for Authors page of my website. At the other end of the spectrum, I have helped people publish books for family only.

#### Self-Publishing

See my Professional Credentials for a list of presentations and workshops. I continue to speak and offer occasional workshops on self-publishing.