

**Malinda McCain**  
**ShareWords**  
**17800 Waterloo Road, Chelsea Michigan 48118**  
**734-433-9453      mmccain@sharewords.com**  
**www.sharewords.com**

I am a freelance consultant and copyeditor whose projects have included books, magazine articles, course materials, Web sites, and blogs. I work in communication and marketing, medical information, general academics, industrial safety and hygiene, and computer software manuals and books.

### **Consulting and Editing Clients**

Addison-Wesley, Inc., Reading, Massachusetts  
Adobe Curriculum and Professional Development, San Francisco, California  
Artesian Media, Los Angeles, California  
Baycon Group, Denise Etheridge, Burlington, New Jersey  
Ferris State University, Big Rapids, Michigan  
Gleason Group, Norwalk, Connecticut  
Glencoe/McGraw-Hill, Woodland Hills, California  
Guideposts Publishing, New York, New York  
IDG Books Worldwide, Indianapolis, Indiana  
Impressions Book and Journal Services, Madison, Wisconsin  
Janine Warner Communications, Los Angeles, California  
Macmillan Computer Publishing, Indianapolis, Indiana  
Matrix Software, Big Rapids, Michigan  
Numen Communications, Ottawa, Ontario, Canada  
Say It Better, Kare Anderson, Sausalito, California  
Thistle Hill Publishing, Fort Worth, Texas  
Ventana Communications Group, Durham, North Carolina  
Watson-Guptill Publications, New York, New York

### **Teaching and Workshops**

*Introduction to the Internet and Increasing Our Search Skills.* Faculty/staff workshops, Ferris State University  
*Professional Development via the World Wide Web and Searching the Web.* Women's Professional Development Conference, Ferris State University  
*Troublesome Terminology, On-the-Job English Skills, Write a Good Letter, Office Decision-Making.* Gerholz Institute, Ferris State University  
*Medical Terminology (basic and advanced).* College of Allied Health Sciences, Ferris State University, Big Rapids, Michigan  
*Medical Transcription Update.* Metropolitan Hospital, Grand Rapids, Michigan  
*Basic Medical Terminology* (8-week workshop). FamilyCare PC, Grand Rapids, Michigan

### **Education**

*Web Accessibility Online Workshop,* www.crittur.com  
*Working the Web and Virtual Web Site,* online from Butler University, Indianapolis, Indiana  
*Online Copyright Tutorial,* Indiana University Copyright Management Center, Indianapolis, Indiana  
*Microsoft Access, Basic Internet/World Wide Web, Microsoft PowerPoint, and Microsoft Excel,* Ferris State University, Big Rapids, Michigan  
*Microsoft Windows,* Fred Pryor Seminar, Traverse City, Michigan  
B.A., Earlham College, Richmond, Indiana