IRA-NEIL DITTERSDORF

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I am a dedicated publishing professional who draws on his talents, knowledge, and experience to contribute to the successful publication of books and websites that educate, instruct, and inform.

SKILLS

Copyediting	Adobe InCopy CS	HTML5	Sublime Text 3
Proofreading	Google Docs	CSS3	Bootstrap 4
QA Testing	Adobe Pro DC	JavaScript/jQuery	Chrome DevTools

SELECTED CAREER HIGHLIGHTS

- Managed copyediting team as lead copy editor on a multistate Social Studies project: devised and implemented a new procedure that streamlined copyediting process and held down production costs; coordinated with cross-functional team members to comply with established state standards.
- Served as group style editor for pupil edition of *Macmillan/McGraw-Hill California Treasures*, a comprehensive K–6 English Language Arts program that won a $40 million adoption with the Los Angeles County Unified School District: coedited and updated the house style guide, copyedited the prototype, and communicated new style changes to copy editors and grade-level content editors.
- Conducted QA testing of a web-based application for *MATH 180*, Scholastic Education's digital math intervention program for struggling students; logged errors in Google Docs and Excel spreadsheets.
- Reviewed alpha version of ConnectED online educational program for *McGraw-Hill Reading Wonders*, a K–6 English Language Arts program aligned with the Common Core State Standards; proofread Tech PDF files of printed teacher edition against imported XML in site; recorded corrections in issue tracker and provided screenshots of marked-up PDFs for updates.
- Selected to be a member of the academic design team for *Reading & Writing Companion*, StudySync's comprehensive English Language Arts and English Learners program built from the Common Core State Standards for Grades 6–12 (California, Texas, Florida, and National editions) in collaboration with McGraw-Hill Education; copyedited and proofread electronic files for print and digital versions.
- Wrote and edited lessons for *Skyline Social Science*, McGraw-Hill's fully digital, standards-aligned, culturally responsive preK–12 United States history curriculum for Chicago Public Schools; proofread teacher facilitation guides and student inquiry journals; edited and proofread teacher participant packets and SAFARI Montage slides for asynchronous professional learning program.

CAREER TRACK

- Freelance Copy Editor/Proofreader — 2011–Present
  CCI, GEM Research Solutions, Distance Education Co., McGraw-Hill Education, Sadlier School, Scholastic Education, School Publishing Group, StudySync, Triumph Learning, Vanguard Direct
- Production Editor, Scholastic Inc. — 2011–2012
- Production Editor, Oxford University Press — 2010
- Project Editor, Macmillan/McGraw-Hill — 2004–2009
- Production Editor, Fodor's Travel Publications (Random House Information Group) — 2000–2004
- Associate Editor, McGraw-Hill School Publishing — 1996–2000
- Freelance Copy Editor/Proofreader — 1996
  Facts On File, McGraw-Hill School Publishing, Random House Reference

EDUCATION

- Bachelor of Arts, English; Stony Brook University; Stony Brook, NY
- Noble Desktop; New York, NY; Certificate in Web Design
- New York University Center for Publishing, Certificate in Book Publishing
- Shakespeare Institute, University of Birmingham; Stratford-upon-Avon, England; Certificate