

Services that make me SHINE!:

Social Media

Create Memes
Repurpose Newsletter into Blog, LinkedIn Article and Memes for Social Media
Schedule Social Media
Search for Images for Blog Posts or Social Media

Web Sites

Critique/Proof Web Sites
Create/Manage Web Site
Create Landing Pages
Add Testimonials to Web Site
Create FAQ Video/Page

Documentation

Create Educational Documentation
Create Educational Power Point/Slide Presentations
Transcribe and Edit Book Materials
Create Procedural Documentation to Run the Company
Create Electronic Business Cards, Brochures, Promotional Materials
Transcribe live-streams and videos
Create Customer Surveys
Manage and Use CRM for Email Blasts

Organization

Create/Organize Data in Spreadsheets
Create/Manage Data Base
Manage/Schedule Calendar

Video

Create/Critique/Proof Instructional Video
Edit Videos

Quality Assurance

Proof web site pages/links/visual appeal
Proofread slide decks, emails, landing pages and all other copy