American College of Surgeons – Proofread magazine copy
Create annual indices

About the American College of Surgeons
The American College of Surgeons is a scientific and educational association of surgeons, founded in 1913, to improve the quality of care for the surgical patient by setting high standards for surgical education and practice. With over 76,000 members, it is the largest organization of surgeons in the world.

The *Bulletin of the American College of Surgeons* is the College's monthly news magazine. It contains articles that the surgeon finds helpful in the daily practice of his or her profession, columns and articles that highlight and analyze socioeconomic trends, major addresses given at the Clinical Congress, a news section and detailed reports on College activities.

Problem
The editor of the *Bulletin of the American College of Surgeons* needed a proofreader and copyeditor for the monthly magazine. Also needed was someone to create annual indices, cross referenced by topic and by author.

Solution
For four years, TNI Consultants LLC

- established ongoing dates by which copy was to be received and returned,
- proofread magazine copy and annual conference programs,
- marked copy with accepted proofreader marks,
- returned marked copy to editor on or before deadline,
- created an annual index of magazine content by author, and
- cross referenced the annual index of magazine content by topic.

Results / Testimonial
"Terrie is a perfectionist who paid enormous attention to details. She never missed a deadline." Steve Regnier, Editor, The American College of Surgeons.