

# Nicole Terry

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## Education

08/2010–Present

BRIGHAM YOUNG UNIVERSITY–PROVO, UT

**Major:** English Language

**Minor:** Editing

**Graduation Date:** April 2018

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## Editing Experience

09/2017–Present

WRITER, COPYEDITOR, ASSISTANT ART DIRECTOR, AND COPYRIGHTS TEAM MEMBER FOR *MORMON INSIGHTS*

- Write and copyedit articles
- Design picture quotes for articles
- Check copyrights for articles and images

05/2017–Present

COPYEDITING INTERN FOR CEDAR FORT PUBLISHING & MEDIA

- Copyedit manuscripts
- Typeset edited manuscripts

01/2017–Present

MANAGING AND ACQUISITION EDITOR FOR *LEADING EDGE*

- Provide feedback for submissions
  - Lead editing team to provide substantive and copy edits for stories
  - Typeset *Leading Edge* Issue 71 in Adobe InDesign
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## Work Experience

04/2013–Present

BYU LAUNDRY–PROVO, UT

**Front Desk Employee**

*Skills and Responsibilities:*

- Customer service / address customer concerns, cashier
- Enter laundry orders into the computer system
- Answer phone calls
- Train new employees

06/2017–08/2017

Product Assembler

*Skills and Responsibilities*

- Clean, label, and assemble Nu Skin products
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## Skills & Interests

Copyediting, substantive editing, and writing; basic design and layout

**Computer programs:**

- Microsoft Word, Adobe InDesign, Adobe Photoshop
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## References

Andy Kelson	BYU Laundry Dry Cleaning Manager	801-367-1383
Mike Newell	BYU Laundry General Manager	801-422-2518
Suzy Bills	BYU Editing Professor	suzy_bills@byu.edu