



**Ælfwine Acelas Mischler**  
**d.b.a. Mischler Editorial**  
**aelfwine@MischlerEditorial.com**

**Tel. +20 106 485 6112**

**www.MischlerEditorial.com**  
**www.linkedin.com/in/aelfwinemischler**

*Freelance copyeditor, proofreader, indexer*

### **In-house Editing Experience**

**2007–2015**      **Editor ■ Egyptian International Publishing Company – Longman**  
**10A Hussein Wassef, Messaha Square, Dokki, Giza, Egypt**

I performed substantive editing, copyediting, and proofreading on ten series of EFL textbooks; commissioned, wrote, and edited supplementary materials for CDs and website; and answered daily grammar questions on website.

**2002–2007**      **Copyediting Unit Head ■ Islam Online**

I was with Islam Online at the height of its influence when it was the world's largest Islamic website. I wrote its stylebook and standardized the spelling of Arabic terms; trained and supervised assistant copyeditors; conducted in-house editing workshops; headed or served on committees for standardizing and for training; edited copy to correct spelling, grammar, usage, and house style; performed fact checking; wrote titles, pull-quotes, and captions; wrote articles.

### **Freelance Editing Experience**

**2013–present**    **Developmental Editor, Copyeditor, Proofreader**

I copyedit and proofread for individuals and publishers, including American University in Cairo Press (AUCP) and Egyptian International Publishing – Longman (EIPL). I was the developmental editor for a series of technical English books for EIPL.

**1996–2002**      **Freelance Substantive Editor and Copyeditor**

Clients were individuals, publishers, and organizations, including Sakhr Software/Harf Information Technologies (Cairo) ■ International Islamic Committee for Woman and Child (Cairo) ■ Egyptian Ministry of Al-Awqaf ■ El-Nour (Mansourah, Egypt) ■ Umm Al-Qura (Mansourah, Egypt) ■ Dar Al-Salam (Cairo) ■ Dar An-Nashr for Universities (Cairo). Materials included proposed amendments to UN conference documents, educational CDs, trade books on Islam, and a translation of the Qur'an.

### **Freelance Indexing Experience**

I have created embedded and traditional back-of-book indexes for scholarly books published by American University in Cairo, Cambridge, Oxford, and others. Subjects have included Egyptian and Middle East politics and history, Egyptology, architectural history, and literary criticism.

## Other Experience

**Teacher:** ESL/EFL and other subjects in the USA and Egypt, at university, primary, and secondary levels

## Professional Associations/Volunteer Work

**Sept. 2017–Sept. 2018**      **Egyptian Museum of Cairo**

Volunteer editor and trainer in using Microsoft Word

**Nov. 2017–present**    **An American Editor** ([www.americaneditor.wordpress.com](http://www.americaneditor.wordpress.com))

Guest blogger, writing on editing transliterated Arabic and on indexing

**2014–present**      **American Society for Indexing**

Manager of History/Archaeology Special Interest Group; formerly editor of monthly newsletter *See Also*, and proofreader of quarterly bulletin *Key Words*

**2015–2016**      **Society for Technical Communication**

Member of Technical Editing Special Interest Group, managing editor of newsletter *Corrigo*

**2010–2014**      **Azar Grammar Exchange** (<http://thegrammarexchange.infopop.cc/6/ubb.x>)

Contributor to forum for English language learners, under the name Okaasan

## Education and Professional Development

Continuing development through professional conferences, webinars, and journals

2014      Indexing: Theory and Application ■ University of California Berkeley Extension

1996–97    Arabic Language (completed intermediate level) ■ Fajr Center ■ Cairo, Egypt

1984      Master of Arts in Linguistics and Teaching English as a Foreign Language  
Southern Illinois University ■ Carbondale, Illinois, USA

1980      Bachelor of Arts in English  
State University of New York at Buffalo ■ Buffalo, New York, USA

1977      Associate of Science in Physics  
Erie Community College ■ Amherst, New York, USA

## Publications

Mischler, AElfwine. “Arabic Terms in Embedded Book Indexes.” *The Indexer* 37, no. 2 (June 2019): 141–53. <https://doi/10.3828/indexer.2019.18>

*References are available upon request.  
I am a United States citizen.*