EASYDOC EDITING AND TRANSCRIBING SERVICES

COPY TYPING, TRANSCRIPTION, PROOF READING AND EDITING SERVICES AVAILABLE

TYPE OF SERVICES OFFERED

1. Creating Word, Excel and PowerPoint Templates using Standard Formats or Client-Specific Formats and Layouts


3. Data Capturing Services into MS Excel Documents

4. Typing of MS PowerPoint Presentations

5. Transcribing Services involves typing FROM Hand Written Material, Previously Typed Material or Electronic Hard Copy Material TO Text into MS Word, Excel and PowerPoint using Standard or Client-Specific Formats and Layouts thereby guaranteeing a high quality transcript

6. Proof Reading Hand Written Material, Previously Typed Material or Electronic Hard Copy Material

7. Editing Hand Written Material, Previously Typed Material or Electronic Hard Copy Material
WHY USE MY SERVICES

Rate Options Based On Number of Pages and Deadlines
Standard Rates Available
Fast Turnaround Times for Tight Deadlines
Express Rates Available for Tight Deadlines
Expert and Excellent Quality
Very Competitive Rates

CALL ME NOW FOR A QUOTATION
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