

## LANA R. CASTLE

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Top-notch writer/editor with diverse background  
and 28 years of experience

### — STRENGTHS —

- Outstanding communicator with both lay audiences and professionals
- Adept at translating technical language into easily accessed prose
- Excellent attention to detail
- Diplomatic problem solver
- Extensive experience in producing both print and multimedia materials

### — SAMPLE ACCOMPLISHMENTS —

- Authored three successful trade books, one of which has sold over 71,000 copies and has also been published in Brazil and Japan.
- Edited or rewrote and produced books and other materials for clients.
- Wrote, edited, designed and coordinated publication of more than 100 syllabi and study notes for continuing medical education.
- Wrote scripts, directed studio productions, and provided on-camera talent for self-paced video series to train technicians worldwide to service laptops and peripherals.
- Designed and taught workshops and informal classes on conventional versus self-publishing, editing and proofreading, type specification, graphics and print production, creativity and mental health issues.

### — FREELANCE HISTORY —

FREELANCE WRITER AND EDITOR (1989–present)

Authored books and produced art for:

- *Finding Your Bipolar Muse: How to Master Depressive Droughts and Manic Floods and Access Your Creative Power* (Marlowe and Company, 2006)
- *Bipolar Disorder Demystified: Mastering the Tightrope of Manic Depression* (Marlowe and Company, 2003)
- *Style Meister: The Quick-Reference Custom Style Guide* (Castle Communications, 1998)

Wrote articles and columns for the Dallas Morning News, *OfficePRO*, *Produce Business*, *Radiance*, *Brides*, *AAA Home and Away*, *Editors Only Newsletter*, *Publishers Marketing Association Newsletter*, *Writers' League of Texas Newsletter* and others.

Wrote, edited, designed, and/or produced publications and materials for:

*Colleges and Universities:* Association of Texas Colleges & Universities; RASSL/Learning Services; University of Texas at Austin Continuing Education and Informal Class Program

*Educational Publishers and Organizations:* Holt, Rinehart, Winston; Pro-Ed; Publishers Resource Group; Bookmark Associates; Southwest Educational Development Laboratory; The Learning Initiative

*Nonprofits:* Bipolar Foundation of Central Texas; Depression & Bipolar Support Alliance; Kentucky Consumer Advocacy Network; Milestones Foundation; National Alliance on Mental Illness; Texas Mental Health Consumers; Writers' League of Texas

*Management and Organization Development:* Bard Productions; Organization & Human Resource Development Associates; Performance Resources

*Medical:* Barton Medical Corporation; Cook County Medical School; Texas Rehabilitation Commission

*High Tech:* BPI Systems; Castleberry Instruments; COMSAT General Integrated Systems; Institute of Electrical & Electronics Engineers; Scientific Measurement Systems; Solectron-Texas; Texas Instruments

— EMPLOYMENT HISTORY —

PROJECT COORDINATOR/PUBLICATIONS SPECIALIST, Silent Partners (1986–88). Designed, wrote, edited, and published materials for high tech companies, medical organizations, government agencies, associations and universities.

ASSOCIATE DIRECTOR, Mental Health Association in Texas (1985–86). Directed public information, education and marketing efforts. Managed and produced member newsletters. Supervised programs, program staff and volunteers.

TECHNICAL WRITER/GRAPHICS COORDINATOR, BPI Systems (1983–85). Wrote and edited user manuals for accounting software; provided art direction for publications and marketing departments.

COMMUNICATIONS CONSULTANT (1982). Produced graphics and multimedia materials for BPI Systems, COMSAT General Integrated Systems, Texas Rehabilitation Commission, RASSL/Learning Services and others.

MEDIA COORDINATOR, Texas Instruments (1980–82). Designed and produced multimedia materials to train internal sales and service work force.

— EDUCATION —

M.A., The University of Texas at Austin, Curriculum & Instruction: Educational Communications/Instructional Design

B.S., Kansas State University, Speech and Theatre; English minor

— AFFILIATIONS —

Editorial Freelancers Association

Toastmasters International

Writers' League of Texas