Proofreading Job Samples

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| Texts for Editing | Proofread Texts |
| 3.1 Hello mr. #4282389  We've received your report about printing machines and motorcycles.  You reviewed a huge number of lots. We appreciate your work.  At the moment we are interested only in the printing machines.  According to our information they are in high demand.  So they are easier and faster to make a profit.  Our management is ready to buy two units of these brands.  Just for the prices that you have given  (maximum purchase price of each machine must not exceed $ 15,600).  We plan to make a transaction before the 15th of the next month.  So you can start trading this week.  We will immediately put up for sale the bought machines at low prices $ 18,300.  as we agreed before your fee will be approximately $ 500 from each transaction.  it's not a bad bonus for your salary this month.  You are a valuable employee for us and we are pleased to work with you.  Keep in touch with us.  P.S.  Money for transactions come from us within next three working days.  Best regards, | Hi Mr.    We received your research on the printing machines and motorcycles. We greatly appreciate your work for reviewing a huge number of lots. As of the moment, we are only interested in printing machines. Based on the market research, these items are high in demand where we can earn in a short span of time. We would like to purchase two units of these brands for the price not exceeding $15,600 per machine. We plan to complete this transaction before the 15th of next month. We will send you the needed funding within the next three working days. You can start trading these machines this week. Our price for sale will be at $18,300. You will receive $500 commission per transaction. You are a valuable employee to us and we are pleased to work with you. Thank you for your hard work!    Best Regards, |
| 3.2 Hello Ms. #10537  1. Thank you for your willingness to work with us.  This week we offer you to monitor the prices for the goods.  The list of products you will find attached.  Make a detailed prices report for each lot.  We need to know the minimum and maximum (initial and final)  selling prices of those lots, number of views for each and everyone  and the number of auction participants for each lot.  Our management plans to buy some specimen of each lot.  You get a fee from each transaction. amount of the fee, we have discussed with you before.  We will wait for your report within seven working days.  1.1 Letter for our users.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dear user,  On xx.xx 2020 from 9:27pm to 9:28am time there was a technical break on our website due to the planned works .  There were some problems with displaying of the goods in some categories and in the searching system.  Due to technical break the lot auctions have been extended for 24 hours.  We apologize for any possible inconvenience.  Sincerely yours,  Support Service | 3.2 Hello Ms. #10537    Hi Ms.    We are excited to work with you! We appreciate your willingness to work with us. Please see below the complete details of your task this week.    Scope of work:  1. Monitor the prices of goods. The list of products is attached in this email.  2. Make a detailed price list for each lot. We need to know the lowest and the highest price we can get per item.  3. Identify the number of views per lot  4. Identify the count of participants for each lot in the auction.    The deadline of submission for the report is within seven working days.    In addition, our management plans to buy some specimens of each lot. We have discussed the rate that you will receive per successful transaction. The transaction control will be available for you next week. We have found clients for you who are now in touch with our experts. We'll keep you posted. Please let us know if you have further questions or concerns.    Best Regards,  1.1 Letter for Users,    Dear User,    This is to inform you that we had a system upgrade last xx.xx 2020 from 9:27 PM to 9:28 AM. This maintenance may have affected the search system and the display of goods in some categories. In line with our goal to continue improving our system, the upgrade has extended the lot auctions for 24 hours. We apologize for the inconvenience. Thank you for understanding.  Sincerely Yours,  Support Service |