



"Professional Assistance for the 21st Century Professional"

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VIRTUAL BUSINESS OWNER CERTIFIED TO HELP AUTHORS

FOR IMMEDIATE RELEASE

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Authors needing help putting the finishing touches on their books can find it with Certified Professional Virtual Author's Assistant Lyn Prowse-Bishop.

As a CPVAA, Prowse-Bishop can assist authors in creating, organizing and coordinating the necessary pieces to get their books published. With over 15 years of executive level administration experience, she says her exceptional organizational skills will be a plus for anyone looking for help completing their book project.

As a successful entrepreneur in the Virtual Assistant Industry, Prowse-Bishop says she is eager to assist others in accomplishing their goals and dreams. "I know the challenges one faces when going from start to finish. As a Virtual Author's Assistant, I can help alleviate some of the pressures authors face when trying to meet deadlines, as well as being a second pair of eyes for writing and editing."

Among the services Prowse-Bishop offers as a CPVAA are:

- Manuscript Preparation which includes researching potential publishers and formatting the manuscript to send to a publisher
- Coordinating the self-publishing process by getting the ISBN, LCCN, bar codes and obtaining copyrights
- Coordinating promotional activities by creating a virtual book launch or book tour and entering books into awards competitions

Prowse-Bishop is one of only three Australians to be certified as a Professional Virtual Author's Assistant. According to the virtual business owner, the beauty of working from home is you can take clients from anywhere in the world. She says, "Everything you need to get your book published is available now online and an author's assistant can help you with the administration of the book no matter where you are located! Plus, with the advent of technologies like Kindle authors stand to make huge savings on printing costs by having their book converted to an eBook. An author's assistant can help with all of that whilst you concentrate on writing!"

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About Lyn Prowse-Bishop

Lyn Prowse-Bishop, owner of eSOS, is one of Queensland's most experienced, respected and well known virtual assistants. In addition to being an award-winning VA, she is also Australia's first certified Master Virtual Assistant and founder of the Australian Virtual Business Network. How can you spend less time in the office and more time enjoying life? Visit Lyn's site <http://www.execstress.com/pages/authors.php> or email lyn@execstress.com .