

More services from Managerial Impact Tell me more about Managerial Impact!

Managerial Impact does much more than edit documents. We can also help you get better results through:

- Staff selection and position benchmarking
- Strategic planning
- Management development and leadership training
- Email communication and writing improvement programs

“I’ve worked with Tracy and Managerial Impact to improve the writing skills of my staff, so it was easy to choose her to provide assessments and benchmarking for them as well.”

Sheriff Dennis Balaam, Washoe County Sheriff’s Office, Reno, Nevada.

Why Choose Managerial Impact?

- On-demand services
- Affordable
- Quick turn around
- Ideal for small businesses

Managerial Impact’s goal is to help YOU get better results! Tracy Peterson Turner, PhD, owner of Managerial Impact, LLC, is considered an authority on written and oral communication. Her experience as a trainer, facilitator, technical writer, and business owner all come together to help you get the results you need. Tracy’s clients choose to work with her because she:

- brings energy, good ideas, and organization to projects
- provides follow-through
- motivates people to act
- brings objectivity and an outsider’s perspective
- sees the larger picture
- guides efforts and conversation



Phone: (775)544-8479
Fax: (775)626-0436
Email: Tracy@Mgr-Impact.com

Document Review and Editing Services



Your company’s source for comprehensive document review services.



Are you satisfied with the quality of the documents your staff generates?

Does your staff think using their grammar and spell-check programs is enough? Getting your documents to reflect your company the way you want is hard. That's why using a document reviewer is important to your business success.

- On-demand services
- Affordable
- Quick turn around
- Ideal for small businesses

What kind of documents can I have reviewed?

- Policies & procedures
- Manuals & proposals
- Letters, memos, & email
- Anything in print!

How will document review help my business?

Improve the quality of the documents coming from your business...and improve the impression you make on your clients! Better quality documents lead to:

- Increased communication success
- Reduced miscommunication
- Improved perception

Now it's easier than ever to ensure your documents are representing your company the way you want them to.

Who uses these services?

Companies large and small benefit from getting an unbiased opinion about how they come across in print--whether on the page or on the computer screen. If you want to ensure you are sending the right message, have that document reviewed!

“Tracy helped me update my resume when I was in the market for a new career. With her knowledge of trends, she made my resume stand out above the rest.”

Kelley Kordonowy

“Working with Tracy to improve the quality of the writing in my business brought home two major points: 1) be positive, thoughtful, tactful, courteous and respectful in all communications. This consideration for others increases the effectiveness of my interactions; 2) be aware that the reactions people have to what I say or write will live a long time. Bad reactions can affect how people view me and my company even before I meet them.”

Bob Saunders, Program Manager, MAP

What is involved?

It's super easy to work with Managerial Impact's document review service. Start by contacting Tracy at Managerial Impact. Then simply email your documents to her. Turn-around is fast and results are terrific!

Your documents will be reviewed for:

- Clarity of thought
- Logic
- Organization
- Consistency
- Message

You'll get back not only your improved document but also suggestions you can use in the future!