



Your business is important to you and it takes time, a lot of time. Overseeing everything that goes into making a business successful can be overwhelming and often you will find that tasks that require too much of your time get left undone. That's where I come in. I function as a Virtual Assistant for your online presence.

My goal is to help bloggers and businesses with tedious tasks. When you outsource such tasks as social media management, writing or editing blog posts, curating custom content that sets you apart from the competition, or other online tasks, you ease your own burden so that you can focus on other more

## Your Online Presence Solution

### My Services

#### Blogging Services

- Establish a Blog on your Existing Website \$750
- Manage your blog, curate content, respond to comments. \$300/month
- Guest post or ghost write posts \$75 per 400 words
- Format blog posts or Landing Pages \$45 per post/page
- Research your specified topic \$25 per hour
- Insert Links for Round-up posts \$25 per hour
- Custom Twitter Party \$300 for 1 hr party

#### Social Media Management

- Establish your Social Media Profiles, Facebook, Twitter, Google+, Pinterest or Instagram \$100 for 1  
\$250 for 3  
\$300 for 4  
\$400 for 5
- Twitter 6-8 daily posts, content curation, respond to comments/messages \$300 monthly
- Facebook 8-10 daily posts, content curation, respond to comments/messages \$300 monthly
- Google+ 2-4 daily posts respond to comments/messages \$300 monthly
- Pinterest 10-15 daily pins \$300 monthly
- Instagram 2-5 daily posts \$150 monthly

#### My Editorial Services (a page is 250 words)

- Basic, copy editing - \$25 for 10 Pages
- Final proofreading - \$25 for 10 Pages
- Reformatting eBooks for Print (Create Space) - \$30 for 10 pages
- Heavy, copy editing - \$25 for 10 Pages
- Layout - \$30 for 5 Pages

### Service Packages

Fully Manage 2 Social Networks <small>With monthly follow-up reports</small>	\$500 monthly
Fully Manage 3 Social Networks <small>With monthly follow-up reports</small>	\$750 monthly
Fully Manage 4 Social Networks <small>With monthly follow-up reports</small>	\$1000 monthly
Fully Manage 5 Social Networks <small>With monthly follow-up reports</small>	\$1200 monthly
<b>Complete Package</b> Unlimited email/phone access 9 a.m. 9 p.m. Mon—Sat  I will manage your business blog with 2-3 posts per week, respond to blog comments on your behalf and manage social media channels.	\$1500 monthly





# What Others are Saying

## Testimonials

"We have worked with Renee at iHomeschool Network for over two years. During that time, she has taken on greater responsibilities including organizing and executing Twitter parties with multiple companies, organizing link-ups that include dozens of bloggers, and organizing publication projects for the network. Although there are very few people we entrust with delegated tasks, we are completely hands-off when it comes to Renee. Renee is thorough, eager to learn, and receives instruction with a professional attitude.

It is very refreshing to work with someone who respects both herself and her clients. Aware of her limitations, Renee is honest about what she has time for and will not take on more than she can handle in an overly eager bid for more work. Renee is ethical, sincere, self-directed, and on time with due dates."

Amy Stults and Jimmie Lanley, co-owners [iHomeschool Network, LLC](#)

"Working with Renée is always a pleasure! She's fast, efficient and knows exactly what I need - even when I don't quite know myself. Highly recommended!"

Cindy at [Our Journey Westward](#) and [Shining Dawn Books](#).

"I highly recommend working with Renee. Working with her has not only been a great experience, but she is detail-oriented, reliable and super-responsive. I especially like that she is prompt to update me. Because my blog is constantly changing, Renee is comfortable trying new tasks and has valuable input. When I need help again, she is top on the list to be part of my virtual staff!"

Tina at [Tina's Dynamic Homeschool Plus](#)

"Renee Brown is a delight to work with as a Virtual Assistant. She is sharp, proficient and