



KONCEPTUALITY "Kreative Visions"

About *Konceptuality*

Konceptuality is an Internet-based, Virtual Assistant consulting firm. We focus our attention and energy on empowering Authors, Writers, Publishers and those anywhere in between--in small to mid-sized companies across the United States, especially those in Minnesota and Illinois--with our editorial and administrative support services.

We help business owners that have difficulty concentrating on day-to-day tasks. Perhaps they've lost some of their basic business spark or artistic momentum, a consequence sometimes associated with being overwhelmed at the thought of doing it all--writing and proofreading and editing--when spread too thin!

In collaboration with ***Konceptuality***, Clients are assured that ultimately they'll be relieved of many of the pressures that frequently go hand-in-hand when wrestling with a large number of tasks associated with editing and writing, especially during frustrating and tense times.

As we take on your editorial and general office and administrative tasks, your work-related anxieties and pressures will be minimized; you'll be more productive and better able to concentrate on your business needs. In particular, you'll be free to work toward increasing your profits, and experience a renewed zest to interact with your clients.

Konceptuality offers

- Superior consulting, proofreading, website editing and other miscellaneous writing and research services,
- Efficient and professional general administrative support
- Excellence in providing a "diligent attention to detail"

Clients of ***Konceptuality*** are assured that

- They can be more productive, and will be better able to focus on their business needs
- Many of their anxieties and pressures will be alleviated
- They'll have an opportunity to concentrate on interacting with their clients
- Our exceptional proficiency in editorial and proofreading skills will enhance their writing and marketing endeavors
- We're prepared to "take a bite out of their workload" by taking over their general administrative support duties
- We save them money because we pay our own expenses and provide our own office space

Imagine the impact ***Konceptuality*** can have on your business!

What Makes Us Different

- We are easily accessible and enthusiastic
- We take the time to understand your needs
- We have an unmatched pride for being fast, efficient, reliable, and client service-oriented
- We have a reputation for putting our "creative prints" on a number of articles and newsletters that have run nationwide

Contact

Konceptuality welcomes the opportunity to discuss your office needs. Discover how to get rid of the jumbled nerves that occur just thinking of writing and editing come short deadlines and project turn-around time. Contact us today: call 866-248-7481, or email (info@konceptuality.com) for a free consultation. Learn how we will help you "kick aside" the editing muck.