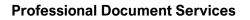
# **Genius Authoring Pty Ltd**

# **Capability Statement**

May 2025



Genius Authoring Pty Ltd provides technical and general writing, research, analysis, editing, design, and publication development services.

We are dedicated to producing clear, precise, high-quality documents, content, and publications to save you time and hassle, and to bring about your success.

### **Core competencies**

- > Technical writing
- General writing
- Research/analysis
- ➤ Editing
- Graphic design
- > Publication development

# Document production

- > Articles
- Reports
- Web content
- > Books
- Business documents
- Templates

# Proposals

- > Training material
- Policy
- Marketing / creative
- > Bios / resumes
- Other documents

**Industry standards:** *Australian Government Style Manual, ADF Writing Manual, business writing, academic writing, WCAG.* 

**Platform expertise:** Microsoft Word, Microsoft Publisher, Microsoft PowerPoint, WordPress, HTML/CSS/PHP, XML, Microsoft Excel, Jira, GIMP, social media. Rapid adaptation to new platforms.

# We help businesses, professionals, and authors reach their greatest potential.

- Business professionals
- Government and corporate
- > Authors, researchers, and creative writers.

# **Dr Todd William Dearing**

Founder and Director

- Over 16 years' experience as a writer, researcher, analyst, editor, designer, and publication developer
- PhD in English
- > Proven industry experience in government, private sector, academia, and business
- > Highly professional, precise, industrious, and efficient.

Differentiators: Proven industry experience, PhD in English, tech-savvy

### Contact

Dr Todd William Dearing

Founder and Director

I Enque

enquiries@geniusauthoring.com.au www.geniusauthoring.com.au

ENIUS UTHORING