

CHARMAINE COOPER HUSSAIN

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214-868-6258

SKILLS:

- Understands high-tech language and proper use of technical terms.
- Fluent in both Associated Press and Chicago style, particularly controversial issues.
- Maintains consistency throughout large documents.
- Specializes in the legal application of trademarks and registration marks.
- Scales the type and level of corrections for clients, from straight proofreading to substantive editing.

EXPERIENCE:

TEXAS INSTRUMENTS (TI) (Dallas, Texas), a semiconductor technology company
Senior Editor/Writer March 2007 – January 2009

- Edited [technical bulletins](#), [technical white papers](#), newsletters, blast e-mails and any other communications for Associated Press style, legally compliant trademark use and faithfulness to brand guidelines.
- Created a four-part AP Style Guide PowerPoint tutorial and associated quizzes, designed as mandatory training for more than 100 TI communicators.
- Co-contributed to and edited Monthly Usage Notes, an internal subscriber-based e-mail detailing controversial and TI-specific style rules.
- Wrote hundreds of short technical summaries for customer newsletters.

Major projects:

- FORTUNE Magazine's 2009 Best Companies to Work For application. TI's ranking rose 34 spots, from No. 100 to [No. 65](#).
- [2007 Corporate Citizenship Report](#), highlighting TI's social and environmental efforts.
- [History of Innovation microsite](#), marking the 50th anniversary of the integrated circuit.
- Quarterly newsletters for the Analog, [Compensation and Benefits](#), DLP, [DSP](#), [Public Affairs](#), [Broadband Wireless](#), and Worldwide Procurement & Logistics business units.
- Communicators Brand Book, detailing the revision of the TI brand in 2008.
- DSP Third Party Network Resource Center Web pages for TI partners.
- [Video and Imaging Guide](#), explaining TI's video chain solutions.

XILINX, INC. (San Jose, California), offering programmable logic solutions
Editor, Xcell Publications August 2002 – July 2008 (part time)

- Edited technical articles for the [Xcell Journal](#), a quarterly trade magazine about programmable logic technology, as well as sister publications [DSP Magazine](#), [Embedded Magazine](#) and [I/O Magazine](#).
- Edited [Broadcast Solution Guide](#), [Memory Interfaces Solution Guide](#), [Power Management Solution Guide](#), [Server & Storage Solution Guide](#), Signal Integrity Solution Guide, and Storage Network Solution Guide.
- Managed relationships with internal and external authors, PR and marketing.
- Supervised editorial and art production processes.
- Defined styles and usage and enforced trademark guidelines.
- Edited the 250-page "[Programmable Logic Design Quick Start Handbook](#)."

TAOS (Santa Clara, California), an IT consulting service provider
Web Editor/Marketing and Technical Communications January 2001 – February 2002

- Reorganized the company's intranet, redesigning the front page and overhauling navigation.
- Wrote case studies and data sheets for marketing Taos to potential clients.
- Worked closely with the CEO in updating the navigation and content of www.taos.com.
- Edited a series of best practices written by Taos systems administrators.

- Created and moderated a technical review board for peer guidance.

ABARTA MEDIA (Dallas, Texas), a publishing company

Editor December 1998 – December 2000

- As the sole member of the editorial department, wrote or assigned and edited all features, departments and listings for WHERE Dallas, a monthly visitor magazine; WHERE Fort Worth, a bimonthly visitor magazine; and Special Occasions, a biannual consumer magazine.
- Launched Dallas Home Design, a bimonthly consumer magazine.
- Scouted homes and gardens for Dallas Home Design stories.
- Assigned photography and served as prop and food stylist on feature and cover photo shoots.
- Managed freelance writing and photography budgets.

DFW COMMUNITY NEWSPAPERS (Plano, Texas), a daily newspaper

Saturday Copy Editor, The Plano Star Courier May 1999 – December 2000

- Copyedited the Sunday edition of The Plano Star Courier newspaper and uploaded front-page stories.

ADVANSTAR COMMUNICATIONS INC. (Eugene, Oregon), a publishing company

Associate Editor, Geo Info Systems September 1996 – August 1998

- Edited columns, articles and features for this monthly trade magazine about geographic information systems.

Assistant Editor, LC•GC October 1995 – September 1996

- Wrote and created department layouts this monthly trade magazine about chromatography.

NEW ORLEANS PUBLISHING GROUP (Metairie, Louisiana), a publishing company

Editor July 1994 – October 1995

- Edited The Gaming Journal, a monthly trade and consumer magazine about gambling.
- Created storyboards; assigned cover illustrations and artwork; wrote or assigned features and columns.
- Produced the February 1995 issue as art director.

Directories Manager November 1992 – October 1995

- Conducted research, entered data and edited the New Orleans CityBusiness Who's Who, Legal Services Directory, Medical Services Directory, Jefferson Parish Tourist Guide, Louisiana Tax-Free Shopping Directory, New Orleans Film and Video Resource Directory, and Port of New Orleans Annual Directory.

Staff Writer, The Gaming Journal November 1993 – June 1994

NATIONAL WETLANDS RESEARCH CENTER (Slidell, Louisiana)

Editorial Clerk May 1990 – October 1992

- Proofread technical manuscripts at this research subdivision of the U.S. Fish and Wildlife Service.

EDUCATION:

TULANE UNIVERSITY (New Orleans, Louisiana), Bachelor of Arts, English, 1992