

# CARLA DE SANTIS

71 Runnymede Rd., Toronto ON M6S 2Y1 | H : (416) 769 1371 | E : carladesantis11@gmail.com | carladesantisediting.com |  
linkedin/in/carladesantis / facebook.com/carladesantisediting

## PERSONAL SUMMARY

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An enthusiastic and qualified editor, instructor, and scholarly researcher who has a passion for words, language, and the literature created by them, and loves sharing the thrill of new language and culture acquisition with others. Committed to the distribution and preservation of the published text through active engagement in the publishing process, editing text, and previous scholarly research.

Citizenship: Dual U.S.A. and Canada

## SKILLS

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### AREAS OF EXPERTISE

Ancient and Romance languages  
Grammar instruction  
Literary criticism  
Classical and Medieval culture and history  
Etymology and historical  
Linguistics  
Editing  
Textual criticism  
Manuscript studies

### PROFESSIONAL SKILLS

Stylistic editing  
Copy editing  
Proofreading  
Indexing  
Project management  
Research  
Teaching  
Proficient in MS Word, Adobe Reader, Blackboard course management system, email systems; experience with eXtyles files (XML workflow)

### PERSONAL SKILLS

Superior communication and writing  
Articulate  
Highly organized  
Keen eye for detail  
Personable  
Caring approach  
Leadership  
Quick learner  
Adaptable  
Critical and analytical thinking  
Ability to prioritize

## EDUCATION

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University of Toronto

<b>PhD</b>	Centre for Medieval Studies (Medieval Latin language and literature; minor in Romance Philology)	1997
<b>MA</b>	Department of Classical Studies (Latin language and literature)	1989
<b>BA</b>	St. Michael's College (with High Distinction; Lieutenant Governor's Medal for highest GPA; Specialist: Latin and Spanish; Minor: Ancient Greek)	1988

## CONTRACT EXPERIENCE

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**Copy Editor, Indexer, Proofreader** / Carla DeSantis Editing & Language Services / 2011– Present

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Copy, substantive/structural, and stylistic editing; Indexing; Proofreading; Translation. Specializing in scholarly and academic materials, multilingual texts: monographs, articles, research grant proposals. Clients include University of Toronto Press, Pontifical Institute of Mediaeval Studies, Canadian Scholars' Press, University of Toronto Research Services, individual scholars. Please see my website for a sample portfolio and testimonials: [carladesantisediting.com](http://carladesantisediting.com).

**OSSLT Scorer** / Ontario Secondary School Literacy Test, EQAO / 2015

**Proofreader/Style Editor** / Sections of *Collected Works of Erasmus*, vol. 43: *Paraphrases on epistles to the Corinthians, Ephesians, Philippians, Colossians, and Thessalonians*, ed. R. Sider, trans. & ann. M. O'Mara, Toronto: U of T Press, 2009 / 2005

**Copy Editor** / Spanish language articles in *Latin Culture in the Eleventh Century*, Proceedings of the Third International Conference on Medieval Latin Studies, Cambridge, 9-12 September 1998, ed. M. Herren, C. McDonough, R.G. Arthur, Turnhout: Brepols, 2002 / 2001

**External Examiner** / MA Thesis, "Puerilium Colloquiorum Formulae: The Rhetoric Schoolbook in the Context of Humanistic Tradition in the 15-16th Centuries," Central European University, Budapest, Hungary / 2000

**Proofreader/Project Assistant** / Latin edition and translations of text of Odo of Chateauroux and Stephen of Besançon (Dr. Nancy Spatz Lucid, University of Northern Colorado at time) / 1998

**Research Assistant** / Iter Bibliography (electronic bibliography project), Centre for Reformation and Renaissance Studies, Victoria College, University of Toronto / 1996–1997

**Publishing and Research Collaborator** / *Medioevo Latino XVI: A Bibliographical Bulletin of European Culture from Boethius to Erasmus (VIth to XVth century)*, Florence: SISMEL, 1995 / 1995

## PROFESSIONAL DEVELOPMENT

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### Editors Canada Seminars, Toronto Branch

Setting Rates	2018
Search Engine Optimization	2017
Substantive editing; Scholarly editing	2016
Stylistic editing; Writing and Editing for the Web; Indexing; Freelance Business	2015
Copy editing; Proofreading	2013

## PROFESSIONAL MEMBERSHIPS

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Editors Canada (profile: [www.editors.ca/directory/carla-desantis-phd](http://www.editors.ca/directory/carla-desantis-phd))

Indexing Society of Canada (profile: [indexers.ca/acadp\\_listings/carla-desantis-phd](http://indexers.ca/acadp_listings/carla-desantis-phd))

Editorial Freelancers Association (profile: [www.the-efa.org/memberinfo/carla-desantis-23544](http://www.the-efa.org/memberinfo/carla-desantis-23544))

## LANGUAGES

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English, Italian (fluency); Spanish, Latin (professional proficiency); Ancient Greek, French, German, Old Italian (reading knowledge)

## PUBLICATIONS

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**Book:** Folchinus de Borfonibus, *Cremonina: Grammatica, orthographia et prosodia*, Corpus Christianorum Continuatio Mediaevalis, vol. 201, Turnhout: Brepols, 2003 (critical edition and study)

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**Articles:** “Prudentius’ St. Vincent: A Study of *Peristephanon* 5” in *Studies in Latin Literature and Roman History* X, ed. C. Deroux, Collection Latomus, vol. 254 (Brussels, 2000) 443–463  
“Latin versus the Vernacular in Renaissance Italy: The Development of the Controversy with special reference to Carlo Sigonio’s *De latinae linguae usu retinendo* (1556),” *Rinascimento* 35 (1995) 349–371

**Book reviews:** F. Mosetti Casaretto, trans. Theodolus, *Ecloga. Il canto della verità e della menzogna* – *Journal of Medieval Latin* 10 (2000) 409–412  
K. Sidwell, *Reading Medieval Latin* – *Journal of Medieval Latin* 8 (1998) 243–248

**Annotated Bibliography:** *Medioevo Latino: Bollettino bibliografico della cultura europea da Boezio a Erasmo (secoli VI – XV)*, vol. 16, ed. Claudio Leonardi & Lucia Pinelli, Spoleto: Centro Italiano di Studi sull’Alto Medioevo, 1995 (signed contributions to annotated bibliography)

## TEACHING EXPERIENCE

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**Adjunct Instructor** / St. Augustine’s Seminary-Toronto School of Theology/ 2013–2014  
Taught students introductory Latin grammar with cumulative reading comprehension. Attained desired outcome of students being able to translate Latin texts.

**Sessional Instructor** / MST 1000Y *Introductory Medieval Latin* (MA level), Centre for Medieval Studies, University of Toronto / 1997

**Contract Instructor** / University of Toronto, Centre for Medieval Studies / 1991–1996  
Course leader for several Latin courses during various semesters over the 5-year period: Basic Latin (Classical), Introductory and Intermediate Medieval Latin, Latin Advisory Service.

## RESEARCH FELLOWSHIPS (PROPOSAL BASED COMPETITION)

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**SSHRC Postdoctoral Fellow** / Centre for Reformation and Renaissance Studies, University of Toronto / 1998–2001

**Metcalf Postdoctoral Fellowship** / Victoria College, University of Toronto / 1998–1999

**Research Fellow** / Fondazione Ezio Franceschini, Florence, Italy / 1995

**SSHRC Doctoral Fellowship** / Centre for Medieval Studies, University of Toronto / 1993–1994

**Visiting Fellow (U of T/Siena Exchange Fellowship)** / Facoltà di lettere, Università di Siena, Siena, Italy / 1989–1990

## ADMINISTRATION

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Chair / Parent Advisory Council, St. Pius X School, TCDSB	2009–2011
Secretary / Medieval Latin Association of North America	1998–2000
Chair / Alumni and Friends Committee, Centre for Medieval Studies	1998–2000
Steering Committee, Centre for Medieval Studies	1998–2000
Latin Committee, Centre for Medieval Studies/Pontifical Institute of Mediaeval Studies	1997–1998/ 1992–1994

## COMMUNITY SERVICE

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Parent volunteer, TCDSB / Parish lector / Team Manager, Toronto High Park FC (2016) / Religious Education teacher (2003–2012) / Latin language and Medieval manuscript workshops, TCDSB (2009–2012, 2015) /

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Swansea Community Recreation Centre Advisory Council (2002–2006)

## REFERENCES

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Available upon request