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Reference for Kelly Conley

To whom it may concern

During her internship here at Elsevier in Miamisburg Ohio, Kelly Conley assisted me with a thorough technical edit of two help systems associated with our Scopus and Engineering Village products. She reviewed each product's help system on a timely basis, providing a detailed report for each with suggestions for needed edits for examined content.

Edits included grammar and punctuation changes, removal of word contractions, and other minor substantive items. Her assistance greatly improved our help content for each flagship product, ensuring that associated topics translated well into other languages simply by removing contractions. Also, this improvement to our help content ensured that the content is properly audible for screen reading software for the visually impaired.

I volunteered to write this letter of recommendation for Kelly Conley because I am grateful for her contributions to our company by helping make our help systems a better product for our customers. She showed confidence, intelligence, and a quick, efficient work ethic. If you are considering her for a position with your company, you will not fail in hiring such an excellent asset.

James R. Humphrey, Jr.

Senior Communication Analyst and Multimedia Developer

[Type the sender company name]

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