



Introduction

Issue 1—March 2008

First of all I would like to say thank you for visiting the **ResearchEase** website (www.vs.csostt.com) and for viewing my very first newsletter.

I would like to introduce my readers to the concept of a **Virtual Assistance (VA)**. I know some people are still a bit confused by the term which actually is a mixture of entrepreneur and contractor.

I'll also give an example of the services **ResearchEase** offers and how it can enhance your business.

Please enjoy and visit again.

Renee Boucaud—Virtual Assistant, ResearchEase

Explaining the VA Concept

A Virtual Assistant (VA) is both a contractor and an entrepreneur.

A VA usually sets up a home office, stocked with up to date computer and accessories. She then contracts their services out to businesses at either an hourly rate or a project-based rate.

This is beneficial to both the VA and the businesses requiring their services.

The VA controls her own workload and can project-manage so as to prioritise her jobs, while the business contracting services from her, pays solely based on work hours spent on the job...there are no other costs involved such as benefits, medical, vacation pay, sick pay, etc that a full-time employee requires.

ResearchEase — What Services Can you Benefit From?

- **Internet Research**—advanced search optimization, to allow for a thorough search on the relevant subjects
- **Proofreading**—every piece of business literature needs to be proofed for grammar, punctuation and spelling
- **Editing**—this allows for the flow of the business literature to be grammatically correct and strong in appropriate vocabulary and sentence construction
- **Articles**—interesting and well researched articles
- **Press Releases**—designed and written to draw the appropriate audience
- **Brochures**—attractive brochures suited to the company's aim and message to the public
- **Newsletters**—informative and entertaining

Questions or comments? E-mail us at researchease@gmail.com OR call (868) 776-5063