



Virtual Assistance Services

Clerical Advantage

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Blogsite/ Blog Packages

Get Your Blog On Package (Includes Headway Theme!):

Have your blog created on your own Wordpress enabled hosted site. Package includes installation of Wordpress if required, purchase and installation of Headway Theme², creation of a custom header from your logo³ and basic customization of your new blog including addition of pages, custom background and colors and basic instructions for updating and maintaining your new blog. - \$750

Don't have a hosted domain? You can still build a business blog.

Enter the Blogosphere

Get your blog set up (on a free Blogger or Wordpress site account) with basic personalization⁴ - \$250

Blog Maintenance Service Package (Wordpress)

Protect Your Content with Regular Monthly Maintenance

Make sure your Wordpress blog content is protected. For a low monthly fee you get weekly blog back-ups, updates for any plug-ins or for Wordpress itself when needed, SEO and broken link check-ups, and blog/blogsite assistance for up to 5 'issues'⁵ such as "Help, my sidebar is acting weird" or "I can't get my words to wrap around my photo" or even "Can we add a video to my post?" - \$90 a month | Without SEO and only one assistance request per month- \$50 a month

ShadowBlogging Packages:

Make sure your blog has fresh content for your readers and build your traffic. Give me your post ideas and basic post concepts and let me polish them, add links, keywords, photos etc and post on a regular schedule, keeping your blog fresh for visitors. Packages are based on a one month period.

Package 1: One Post Per Week- \$200 per month

Package 2: Two Posts Per Week- \$400 per month

¹ Thesis Theme available upon request.

² Purchase of Headway Theme includes personal use license, lifetime upgrades and access to documentation and help forums

³ Basic Personalization is the use of your own logo or images incorporated into backgrounds and/or custom headers, your choice of colors and layout. Images/logos will be supplied by you. If you do not already have them, logo/image design is available at an additional cost

⁴ Installation of a free theme that allows custom header, using your logo or images.

⁵ Limited to a total of 2 hours of service time per month.