



PUBLICATION PROPOSAL FORM

To be completed by prospective authors or volume editors.

1. Proposed title

2. Please indicate whether you are the principal author or volume editor of the proposed publication, and include a brief (2-page) CV in a separate file.

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3. Other authors or volume editors and affiliations. Please include brief (2-page) CVs in separate files.

Name: Affiliation: Address: Phone: Fax: E-mail:
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Part I. Product Information

4. Type of book or product

Print

Textbook Treatise Field Guide History
 Compendium Symposium Laboratory Manual Reference

Electronic

CDROM DVD PowerPoint with audio
 Video Online Other

Both Print and Electronic

5. Describe briefly the subject and scope of the book or project

6. Enclose a detailed outline that includes the names of authors for each chapter or section (required) and, if available, sample chapters or sections.

7. Intended audience

8. When the manuscript or project will be ready for peer review (month and year) _____

9. Length of manuscript in 8½ × 11-inch, *double-spaced printed pages*: _____

10. Estimated number of

black and white photographs:
color illustrations:
line drawings:
tables:

11. Book format: _____ Formatted _____ Edited and typeset

Formatted. The author[s] or editor[s] does all the copyediting, and Headquarters staff members format the pages and correct obvious errors but do not read or edit the text. The index can be prepared by the editor(s), author(s), or staff.

Edited and typeset. Headquarters staff members copyedit the final manuscript for style, consistency, grammar, etc. (with galleys sent to author[s] for approval), format the pages, and prepare the index.

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12. Royalty _____ requested or _____ declined (does not apply to compendia or proceedings, for which royalties are not paid)

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List those organizations, if any, that would be likely to make financial contributions toward the publication of this project or to commit to quantity purchases of it before publication

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14. Please give any other relevant information describing the proposed book or project

Part II. Marketing Information

15. List other publications that are similar to or would compete with this publication

Title	Price (if known)	Author(s)

Indicate the advantages of this particular publication

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16. If applicable, list courses for which this book or project may realistically be expected to be used for a text

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17. If this publication is expected to have greater interest in specific areas or countries, list them

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20. List meetings whose participants are likely to purchase this publication

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