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PREPARING A BOOK PROPOSAL

Please include the following information where appropriate:

Title (even if provisional)

Name of author(s)/Editor(s)

Subject classification

Short description of project

What is the book about?

Did the book originate in a PhD thesis and, if so, how does it differ from the examined text?

What are the main themes and objectives?

Synopsis of book – provide chapter headings and brief abstracts

Competing books

What will your book do differently?

Strengths and weaknesses of competing texts

Market description

Who is the book aimed at? Who will read it? Who will buy it?

What courses would your book be used on?

Would this subject have international appeal?

Is the manuscript complete? If not, when is it likely to be ready?

What is the length of the manuscript, or the intended length? Please include notes and bibliography in your word count.

Will the book require illustrations? If so, please give details.

For specialised books (and especially edited books) it is likely that a subvention will be required. Please indicate any sources of funding that might be available to you.

Provide a brief summary of the career and publications of the author(s) or editor(s) (*do not enclose a full cv, just a paragraph will suffice*). For edited books, a list of contributors should be included with brief biographies of each contributor.

Provide two specimen chapters (hard copy please, not e-mail attachment), which should be written for publication rather than extracted from a PhD thesis. For edited books, substantial abstracts of chapters are required. Book proposals of up to eight pages may be sent as an e-mail attachment but please note that we rarely consider a proposal seriously which does not have accompanying specimen material, which we would prefer to have submitted to us as typescript. **Please number your pages and do not staple them together.**

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