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**UCT Press**

**BOOK PROPOSAL FORM FOR PROSPECTIVE AUTHORS**

**ABOUT THE BOOK**

Title:

Subtitle:

Author(s)/editor(s):

Subject matter (e.g., biography of Bessie Head, informal settlements in urban development):

Discipline (e.g., Chemical Engineering, Computer Science):

Keywords:

**DECLARATION**

1. Does the book disseminate original research? Yes/No <delete which is not applicable and provide some

2. Does the book identify new developments within the specific discipline? Yes/No <delete which is not applicable>

3. Has any part of the work has been published elsewhere? Yes/No <delete which is not applicable>

4. Has this proposal been submitted to any other publishers? Yes/No <delete which is not applicable>

Please add a short comment on your answers above, providing further details that inform and support your responses.

**RATIONALE**

Why do you think there is a need for this book?

**SYNOPSIS**

Provide details of the mission and scope of the book. This should include:

• an overview of the book and a statement of its aim

• a list of chapter headings or table of contents

• an abstract of each chapter in the book

• one or two sample chapters from the book

**RESEARCH LANDSCAPE**

Please provide some background information regarding related books (by yourself or other scholars) that have been previously published in the area of study, in order to situate the proposed title within the field.

**SPECIFICATIONS**

Is the book a monograph by a single author or edited volume with multiple contributors?

Approximate number of pages? <delete which is not applicable>

Fewer than 60 pages

More than 60 pages but fewer than 200 pages

More than 200 pages

Estimated number of line illustrations, photographs, tables, words etc?

Photographs:

Line drawings:

Tables:

Figures:

Maps:

Words:

(Please refer to this online [word count 🡨🡪 number of pages conversion calculator](https://www.stepcalculator.com/wordstopages.html) if need be, and copy and paste this URL into your web browser if the above link does not work: https://www.stepcalculator.com/wordstopages.html)

Other:

**SOURCES**

What percentage of your book is drawn from primary and from secondary sources?

If secondary sources form the larger portion, please give a short motivation for this.

**THIRD-PARTY MATERIAL**

Authors shall obtain and if necessary pay for permission to use third-party materials (such as text or images) before the manuscript goes into production, and provide documents detailing such permission and any additional terms of use.

Estimated number of third-party visuals to be used (such as photographs, diagrams and tables) that have not been originated by you:

Estimated number of lengthy textual quotations from third-party sources (count single quotes of more than 400 words, or less than if they form an essential part of a book or poem; or several quotes of more than 800 words from one source, any one exceeding 300 words):

**READERSHIP**

Who is the readership for your book?

If you expect your book to become recommended reading for a university or college course, please provide us with the following additional information:

• the course titles

• the names of the institutions which teach these courses

• at what level? eg: undergraduate/postgraduate/Continuing Professional Development (CPD)

Note: the likelihood of the proposed book becoming recommended course reading is not a primary criterion for its publication. This query is mainly for information purposes, and to enhance an understanding of the book’s primary readership.

**OPEN ACCESS**

Are you willing to have your book made available in Open Access format?

If so, would this be preferable to you:

a) Upon publication, with print only as an on-demand option?

b) As a simultaneous open access and print publication; or

c) At a later stage, up to 24 months after print publication?

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**YOUR BACKGROUND**

Attach a brief Curriculum Vitae to this questionnaire, listing previous publications if appropriate.

Please provide your ORCID and email address.

**TIMELINE**

When do you expect to be able to submit a complete manuscript? (Please be realistic.)

**OTHER INFORMATION**

If possible, please suggest three people from whom we might solicit, in confidence, a review of this proposal. Supply their email addresses if possible. Do not suggest anyone who is likely to contribute to the proposed book, who teaches at the same institution as yourself or, if your proposal is based upon your PhD or other postgraduate dissertation, anyone involved in its supervision or assessment.

Please share any further information you feel would be useful in supporting this proposal.

Thank you.