

Submitting a Proposal. Guidelines for Authors

Proposals may be presented following the form below. If you have already a draft, you may send it too, but always together with this form for helping a succinct and clear understanding of the proposal. The book is intended to be under 50.000 words, including references.

Take into consideration that reviewing the proposal takes time although we will try do our best to make it in no more than two months time, three months for a complete book proposal. Avoid writing your name and affiliation in order to have a double blind referee for the proposal. You may write information about you and your institution in a separate part of this form.

Let us know whether you have submitted this proposal to another publisher.

1. **Title of proposal:** give a title that summarizes the main content of your proposal in a short and clear way.
2. **Brief description:** Which is the main topic treated, which are books with similar content (make a list of the main alternatives) and in what yours makes a difference in respect to the current literature.
3. **Content:** Give a description of the structure of you proposal, sending an index with some specification of the contents for each chapter and a chapter sample. We take it as a provisional project to be further discussed.
4. **Time:** How much time do you think you need to complete the project?
5. **Previous publications:** Have some part of the project previously published? In this case we would ask you to revise them in a new form, although you may indicate the original source of the ideas presented. If you want to enclose already published material indicate the details of copyright holders. We cannot guarantee publications that need to pay high fees for already published material.
6. **PhD:** It the project based on your PhD dissertation? Is your thesis available on line?
7. **Funds:** Is your work included in a research project? In this case please provide details on that and of the funding institution.
8. **Language:** if you are not a native English Speaker, please make your book revised by a professional proof reading service.

All University Press in Italy agreed to peer review system in evaluation process, in order to meet the international standards set by each discipline. The work submitted will be commented and evaluated by experts within the relevant fields. Both the author's name and the reviewer's name will not be disclosed (unless under specific requests). You may indicate some names of experts in your area (but not belonging to your Department) who might offer feedback on your work (however we cannot guarantee we will use those names).

Author Information

Please provide the information listed below and a short CV with bibliography

(In the CV you should include information on previously published works and other information relevant to the publication, e.g. teaching experience on the subject matter, diffusion of your work via Facebook, Twitter or other media)

Name and Surname

Position (Graduate Student, Phd student, Researcher, Assistant professor, Full professor)

E-mail Address

Physical Address

Telephone number

Date of Birth (required for copyright purposes)

Nationality (required for copyright purposes)

Short CV