Proposal Guidelines

Book submissions

Thank you for your interest in UCL Press. We welcome submissions for scholarly monographs and textbooks in all disciplines. Please see our website (www.ucl.ac.uk/ucl-press) for further details about our publishing programme. It is the policy of UCL Press that all books are published as Open Access.

In order to assess your proposal, we will need the following information (full details found on the proposal form). Please do not send the full manuscript in the first instance – just a couple of sample chapters and a 400 word synopsis are required.

1. Synopsis

- What is your book about and what are the main aims and scope of the book?
- What does it do differently, more innovatively or better than existing books?

2. Table of contents

Please list chapter headings and provide a paragraph explaining what you intend to cover in each chapter.

Please also provide a list of contributors and their affiliations if it is an edited collection, and indicate whether individual essays have previously appeared in journals or other collections.

We will be happy to review one or two sample chapters, if ready.

3. Word length

- Roughly how many thousand words in length will your book be?
- How many words will each chapter be?

4. Other features of the book (e.g. illustration, tables, diagrams)

- How many are planned and has the copyright for use in this publication been cleared?

5. Target audience

- Who is your book aimed at?
- Is it aimed at an undergraduate or postgraduate audience?
• Is it a textbook, reference work or research monograph?
• What are the book’s strengths or unique selling points?
• If it is a textbook, for which courses would the book be used?
• Is the subject area of the proposal widely taught or researched?

6. Competing titles

Please list the competing books you are aware of.

• What are their key strengths and weaknesses?
• What makes your book better than or different from the competition?

7. Author biography

Please describe your affiliation, employment history and previous publications. If you prefer, you can include your CV separately

8. Timetable for completion

• When do you expect the manuscript to be ready for delivery to UCL Press?
• Do you require it to be published by a particular date?

Submissions and review process

Your proposal will be considered by the Chief Executive, the Publishing Manager and one or more members of the UCL Press Board in the first instance.

If they would like to consider it for publication they will send it out to be peer-reviewed by two leading academics in the field.

The Publishing Manager will communicate any comments to you.

If the response to the proposal is positive, your proposal and a summary of the reviews will be submitted to the Board for their approval to proceed to contract.