

Association of College & Research Libraries Preliminary Publication Information

1. Working title: _____
2. Expected publication date: _____
3. Estimated length of completed manuscript: _____
4. Attach a summary of the contents/size/approach of this publication (approximately 50 words).
5. Attach an outline of the proposed publication. Be as specific about the content as possible (e.g., chapter headings, articles, titles, authors, introduction, etc.).
6. What will be the tone and style of the publication?
7. In approximately 25 words, explain why this book differs from other books on the same subject.
8. What is the significance of this publication?
9. Define the target audience for this publication. Provide information about the potential market for this publication, including the number of people you estimate might purchase the publication from each group.
10. Provide information about the author(s) showing his/her qualifications for writing this work. A resume or vita may be attached.
11. Who will be responsible for coordinating the development of this publication?

 Name

Address

Phone No.

12. Who will be asked to review the material prior to final submission? Give name address, telephone number, and pertinent expertise.

(over)

13. Indicate which of the following processes will be required to produce this publication:

- | | |
|---|---|
| <input type="checkbox"/> Editing (By whom? _____ e.g., section, committee, other) | |
| <input type="checkbox"/> Printing | <input type="checkbox"/> Typing |
| <input type="checkbox"/> Binding | <input type="checkbox"/> Postage |
| <input type="checkbox"/> Art/Layout | <input type="checkbox"/> Data Processing |
| <input type="checkbox"/> Other (Identify) | <input type="checkbox"/> Tape transaction |

14. What financial support (if any) is requested for completing this project? Please be specific. Include type of activity for which support is requested and an estimated dollar amount.

Note: Publications support requests will be reviewed by the ACRL Publications Committee who will make recommendations to the ACRL Budget and Finance Committee.

15. Other comments:

Person Submitting This Form

Name: _____

ACRL Section: _____ Committee: _____

Address: _____

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