

# Religion and Social Order book series

## Manuscript Proposal Guidelines

### The Work

1. *Aims and scope*: A statement of purpose (1-3 pages) explaining the objective and significance of the work.
2. *Table of Contents*: An annotated outline, including a brief abstract (100-150 words) of each chapter. If the project is an edited volume, please include the names and affiliations of the contributors. Indicate if any of this information is subject to change.
3. *Sample some representative material for the project*: The introductory chapter, chapter abstracts, a brief description of special production issues such as figures, tables, etc.
4. *Marketing*: In undertaking a publishing project, a publisher (and therefore, an author or editor) must consider the market for a proposed work. In your prospectus, please address the following questions:
  - How would you describe the intended audience for your work?
  - Is the market primarily institutional or are there also individuals who are interested in purchasing a copy of the work?
5. *Length*: An estimate of the length of the project (number of words including footnotes, number of illustrations b/w, maps, and tables).
6. *Time schedule*: The proposed submission date of the completed manuscript for review.
7. *CV*

### Things to remember in your proposal

Based on the nature of the project, you may use the questions below as a guide in constructing your proposal:

1. Who will be the likely readers of this material?
2. How will they use the material?
3. What is the competition in the field?
4. Does the approach taken in the book represent a departure from, or extension of, conventional research? How will this contribute to the discipline?
5. Is the book a monograph or an edited volume?
6. How does this work fit in with what is already available in the RESO series?

## What happens next?

Each proposal receives an evaluation by the series editor. If the editor thinks a proposal may be suitable, it is sent for review to the editorial board. We usually are able to let you know if we would like to see the completed manuscript within 4 weeks. Please note that all complete manuscripts are peer-reviewed by independent readers. It usually takes around 3 months before we will be able to send you a report.