



GUIDELINES FOR THE SUBMISSION OF PROPOSALS

Admissible editorial products

- ✓ *Monographs* – Single authored or multi authored; high-quality, specialized; long-term validity
- ✓ *Contributed volumes* – One or more editors, chapters written by more than one author; long-term validity
- ✓ *Proceedings* – The results of a scientific congress or conference; short-term validity
- ✓ *Textbooks* – One or more authors, written for undergraduates or postgraduates; high utilization rate
- ✓ *Encyclopedias, Handbooks, Atlases or other Reference Works* – Detailed and complete, tertiary literature; often arranged alphabetically;
- ✓ *Other e.g. SpringerBriefs* – SpringerBriefs are concise summaries of cutting-edge research and practical applications across a broad spectrum of fields, featuring compact volumes of 50 to 125 pages; arranged per area, active only in certain areas (i.e., not in Clinical Medicine): <http://www.springer.com/gp/authors-editors/book-authors-editors/springerbriefs>
- ✓ *Journals* (not individual journal articles)

Submission

For the purpose of evaluating the proposals, the authors must send a complete and detailed form with the relevant information:

<http://portale.unipa.it/strutture/springer/.content/documenti/Book-Proposal-Form-UNIPA-Springer-Series.pdf>.

The form must be sent to: unipaspringer@unipa.it with the following attachments:

1. a draft of one chapter or several paragraphs
2. a table of contents
3. a note in which the product's commercial target is specified
4. a curriculum vitae

(For contributed volumes only, if draft papers from individual authors are not yet available, at least the preface and the editor's CV should be sent).

Submission of manuscripts must be edited according to:

<http://www.springer.com/gp/authors-editors/book-authors-editors/book-manuscript-guidelines>.

The editing features of SpringerBriefs can be found here:

http://static.springer.com/sgw/documents/1010537/application/pdf/Briefs_Manuscript_Guidelines.pdf.

As far as SpringerBriefs are concerned, authors maintain the copyright.

It is also possible to publish PhD results. **In this case, the manuscript must include original and new content as compared to the PhD thesis**, in order to be published as either a monograph or a SpringerBrief.



Timing

There are four deadlines each year: March 31st; June 30th; September 30th and December 15th. Following submission of the proposal form, the Editorial Board members for the relevant area will proceed, autonomously or with the support of external scientists, to evaluate the proposal.

As a result of this first evaluation, completed within one month from the date on which the proposal was received, and if the proposal is accepted, the author will be contacted to agree on a date for the final manuscript delivery and for some suggestions about the final organization of the text. If the author agrees to proceed, he / she must send the final manuscript by the agreed-upon date.

The Editor-in-Charge responsible for the review will send the manuscript, to two or more referees for peer review. Within three months, the referees will provide the Editor-in-Charge with their comments; the authors will then be invited to modify the manuscript accordingly. The corrected manuscript will be further reviewed and a final evaluation concerning its acceptance will be carried out. From that time on, the author will be guided through the final publishing process.

The editorial products are all in English. As such, the publisher invites those authors who are not native English speakers to use a linguistic editing service; Springer suggests, for example, EDANZ, <http://www.edanzediting.com/>. This is however an independent service provider and there is therefore no connection or obligation concerning the choice of editing services; anyway, Springer authors using EDANZ will receive discounts on Springer products.

For further information, please visit the series homepage:

<http://www.springer.com/series/13175>.

The dedicated UNIPA webpage is here:

<http://portale.unipa.it/ateneo/unipa-springer-series/>.