Dear Author/Editor,

Thank you very much for your interest in publishing with Springer. In order to evaluate your project, we need you to complete the Book Proposal Form (please contact anja.trautmann@springer.com for a copy of the form). The form should be returned to us together with a table of contents, a synoptic outline or chapter abstracts, along with your CV.

Please note:

- The short description text (3.12) –The purpose of this text is to provide the basis for a promotional text, should contain sufficient information for a copywriter to produce a back cover text. The text should focus on what the book is about and what it aims to achieve and not a general description of the field that it is covering.
- The Unique Selling Points (3.13) –They should be in short bullet point style and emphasize the unique features of the book e.g. what sets it apart from competing literature or underlines the lack thereof. Examples of the type of phraseology would be:
  - The first book to cover…or
  - The only book dealing with…or
  - Brings together a group of top scholars on the much debated issue of...

Please ensure to inform us at the point if submission if you already have the title under consideration with another publisher.

Important notes:

Previously Published Material: Please note that if you include any previously published material in the proposed work, you will need to clear the rights with the copyright holder of the work and pay any of the rights clearance costs involved. In the case of material previously published by Springer, there is no need to clear the rights, but the chapter concerned should correctly cite the original Springer publication. Please note that previously published material may not account for more than 30% of the overall content of the proposed work. Kindly provide a list of all previously published material, including the title of the original work, the title of the book or journal in which it was published, the name of the publisher and in the case of non-Springer material a copy of original publisher’s agreement.

Translations: In the event that your proposed work is a translation from a work originally published in another language into English, you would need to have obtained the necessary rights and approval from the previous publisher for English language translation for both print and electronic publication worldwide. In addition, Springer does not provide any form of translation service and it is up to the author or editor of a volume to arrange this. It is also our experience that authors are best-placed to find a native English speaker who is familiar with the subject matter or field to do this, and that when undertaken by translators who lack this knowledge the end result is less than satisfactory.

Kind regards,

Anja Trautmann
Springer
Associate Editor

Tiergartenstrasse 17 | 69121 Heidelberg | Germany
tel +49 6221 487 9019
fax +49 6221 487 69019
anja.trautmann@springer.com
www.springer.com

Branch of Springer-Verlag GmbH, Heidelberger Platz 3, 14197 Berlin, Germany
Registered Office: Berlin / Amtsgericht Berlin-Charlottenburg, HRB 91881 B
Directors: Derk Haank, Martin Mos, Dr. Heinrich Weinheimer