

SPE BOOK PROPOSAL SUBMISSION

To submit a book proposal, please complete this form and send the items listed below to SPE, Attn: Technical Publications Dept., to allow the SPE Books Development Committee to review the feasibility of publishing the proposed book. You should receive a response from the Books Development Committee within 90 days of receipt of this proposal. Although there may have been informal discussions with the committee and with SPE staff about the book, no formal review or consideration is possible until this form and the required attachments are submitted.

Please include the following.

- 1. Completed Book Proposal Form.**
- 2. A detailed outline of the proposed book.**
The outline should not be merely a list of topics; it should indicate whether you plan a fundamental treatment of the subject with derivations and technical detail for staff and research professionals, an applications book for operators, a textbook, a reference book, or some combination. Where more than 2 authors are involved in writing the book, specify which author will be responsible for each chapter or section thereof.
- 3. A sample of the writing.**
Often, the author has a set of notes, a manual, or other work that illustrates the kind of approach and writing style proposed. If this is not available, a brief writing sample (one or two chapters) should be prepared. The ability to transfer technology effectively is as important as one's knowledge of that technology. Manuscripts must be in English.
- 4. A professional resume for all authors.**
- 5. A proposed schedule for writing and submitting the final book copy to SPE within 2 years.**

If you have questions about the preparation of this proposal or any other facet of SPE's books policy, please contact SPE Staff, in the SPE Technical Publications Dept. (phone: +1.972.952.9366; fax: +1.972.952.9435; email: bookdevelopment@spe.org).

SPE BOOK PROPOSAL FORM

Proposed Title of Book:

Author Name(s)¹

Author Affiliation(s):

Why is this book needed? What is the intended market (audience) for the book? The author(s) should list other books already available for the perceived market and provide reasons for publishing a new work.²

List one or more people outside the authors' organization(s) who have the reputation and qualifications to serve as reviewers of the book.³

Name _____ Affiliation _____

Email Address _____ Phone _____

Name _____ Affiliation _____

Email Address _____ Phone _____

Name _____ Affiliation _____

Email Address _____ Phone _____

Notes

1. Although coauthors offer some advantages, there are instances in which the degree of commitment and/or technical compatibility between authors is insufficient to allow an effective working relationship. If there are to be coauthors, the proposal should specify who is responsible for what in regard to both content and writing schedule.
2. To maximize limited resources, SPE must make the need for the book part of the criteria for acceptance. Other books on the topic may be available, but they may be obsolete or serve a different market than the one proposed; a brief review of the "competition" will be very helpful. Any information you can provide to help justify acceptance of your proposal should be enclosed. SPE will also be researching the potential market for your planned book.
3. The reviewers are very important to the success of a book. Reviewers will be chosen by the Books Development Committee; they may select reviewers from your list or others, but your suggestions are an important starting point for them. Please suggest someone who can offer advice that is not compromised by friendship or organizational limitations.

If more space is needed, please attach a separate Word document.

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