



# Manuscript Submission Form

While filling the form, please try to provide the information as accurately as possible. The entire contents of this report are strictly confidential, both to the publisher and to the author.

## AUTHOR INFORMATION

### Full name of the author(s)

- .....
- .....
- .....

**Current Affiliation with Designation** (As it should appear on the Title Page of the Book);  
If retired, please indicate the last institute you served.

- .....
- .....
- .....

### Correspondence Address (With PIN Code)

Office: .....

Residence: .....

Phone: Office ..... Residence ..... Mobile .....

E-mail ID .....

*Note: If more than one author, please give details in a separate sheet or attach their bio-data)*

### Academic Qualifications

	Author 1	Author 2	Author 3
Degrees (Starting with highest order)			
University (Institution)			
Year			

**Work Experience** .....

**Earlier Writing Experience** .....

**Awards/Recognitions** .....

**Membership of Associations/Societies** .....

Books Published (In order of Title, Publisher and Year)

Sr. No.	Title	Publisher	Year
1			
2			
3			

### **MANUSCRIPT INFORMATION**

**Title** .....

**Genre of the Book** .....

**Tentative Date of Completion** .....

**Approximate No. of Pages** (in double space only) .....

**No. of illustrations** (Full or Half-page) .....

**No. of Photographs** (Full or Half-page) .....

Please specify any illustration/photograph need to be in colour (if essential)

*Note: It is essential that the quality of diagrams and photographs be of acceptable standard.*

**Software Used For** (We have MS Word, PageMaker and indesign)

- Text:
- Diagrams:

*Important: Please take special care to check the manuscript thoroughly after typing (e.g. for linguistic style and presentation, for discrepancies in notations, figure and table references, and for elimination of spelling, grammatical and technical errors). This is very essential.*

## COMPETITION

**Analysis of the Competing Titles** *(Please mention latest edition)*

Sr. No.	Title /Author	Publisher	Year	Price
1				
2				
3				

How would be the USP (Unique Selling Proposition) of Your Book?

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**Please Attach the following:**

- Your latest CV
- Your proposed book's Table of Contents
- Two sample chapters

Without these, information will be incomplete for our internal review.

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Date: \_\_\_\_\_

**If more than one Author**

1. \_\_\_\_\_

Date: \_\_\_\_\_

2. \_\_\_\_\_

Date: \_\_\_\_\_