

UNIVERSITY OF HAWAI'I PRESS
AUTHOR/EDITOR QUESTIONNAIRE

Date:

Main title	
Subtitle	
Author/editor name(s) <i>(as it is to appear on title page)</i>	

Primary Contact Information (for primary contact regardless of authorship; for projects with more than one author/editor, provide additional contact info at the end of this document)

First name(s)	
Surname	
Job title	
Department/Field	
Institution/affiliation	
Primary e-mail address	
Brief Curriculum Vitae (<i>education with dates of degrees</i>)	Please provide your CV in a separate file.

Description: Summarize the content of your manuscript in 200 words or less. It should clearly state the main arguments and conclusions of your book. This summary will be used to solicit manuscript reviewers.

Market: For what audiences is this work written?

Competition: Please list any outstanding books on or related to the subject of your work.

Rights:

Previously Published Material

- ☐ No portions of the manuscript have appeared in other publications.
- ☐ Portions of the manuscript have appeared in other publications.

Indicate below which sections of the current manuscript have been previously published and the name(s) of the copyright holder(s).

Rights Restrictions

- ☐ No institution exercises rights over the manuscript (e.g., through a university online repository, a prior agreement with your employer, etc.).
- ☐ No other person or publisher exercises rights over the manuscript (e.g., for translations, the author or publisher of the original language edition).
- ☐ There are rights restrictions associated with this manuscript as explained below:

Funding: Was your research or manuscript preparation supported by a grant? If so, provide the name of the funding agency.

Submission Status: Is your manuscript being considered for publication by another publisher?

Dissertation: Is this manuscript your revised PhD dissertation?

- ☐ No ☐ Yes, _____ (department, university, year)

If yes, please list the members of your dissertation committee, including any external examiners.

Manuscript Reviewers

Although the final decision on who will review your manuscript rests with your editor, please provide the **names, mailing addresses, and e-mail addresses** of a few scholars working in your field who are competent to read your work and evaluate it objectively. (To preserve the anonymity of the review process, we ask that you do not contact them directly.) Indicate with an asterisk (*) if any of them has already read your manuscript.

1.

- 2.
- 3.
- 4.

List below anyone we should not consider as a reader for professional or personal reasons.

Do not contact:

Manuscript Specifications

In your estimates of length, be sure to include all front matter and back matter as well as the text itself.

Est. total words (including notes)	
Est. total number of double-spaced typescript pages	
Number of tables	
Number of proposed illustrations	
Are you submitting the complete manuscript for review at this time? If not, what parts remain to be submitted and when do you expect the manuscript to be ready to send to peer review? ?	

NOTE: Please retain a complete copy of your manuscript in case of loss or damage. Please number pages sequentially.

CONTACT INFORMATION FOR EACH ADDITIONAL AUTHOR/EDITOR

(Delete page if not applicable.)

First name(s)	
Surname	
Job title	
Department/Field	
Institution/affiliation	
E-mail address	
Brief Curriculum Vitae (<i>education with dates of degrees</i>)	Please provide your CV in a separate file.