

Guidelines for Writing a Manuscript Proposal for
Perspectives on Justice and Morality
A Series of Scholarly Volumes from Oxford University Press

A. THE SERIES

This series is published in partnership by Oxford University Press and the International Society for Justice Research, an interdisciplinary organization dedicated to research on justice and related phenomena of morality and ethics. The series primarily serves to (1) integrate the work of several scholars in a current area of research (usually through edited works) and (2) present in-depth discussion of a specific theory or a specific perspective (usually through authored works). The series is interdisciplinary; thus, we welcome works from one or more of a variety of perspectives and levels of analysis, including biological/evolutionary processes, intraindividual processes, interpersonal and intergroup relations, organizations and institutions, as well as society, politics, and culture.

Volumes in the series are expected to be of moderate length (approximately 300 manuscript pages or 80,000 to 120,000 words).

Books in the series can be authored or edited volumes.

B. YOUR BOOK

1. Brief Description

Describe the topic and scope of information to be covered in your book in one or two paragraphs. What is the central theme, argument, or innovation? What is the rationale for writing the book and how does it fit within research on justice and/or morality?

2. Annotated Table of Contents

Please prepare an annotated table of contents with at least a paragraph for each chapter, explaining what is in each chapter and how each chapter will contribute to the development of the argument as a whole.

3. Unique Contribution and Competition

To provide a frame of reference for evaluating your material, list any books on the same or related topics and discuss how your book compares with each. How does your book's contribution differ from the contributions made by its competitors? Which topics and arguments do you include or exclude? Why will the reader want to read your book over any other?

C. MARKET CONSIDERATIONS

1. Explain the intended audience for this volume. For example, would the book be used as a textbook for a course? Would it be bought by scholars and/or practitioners for personal use? Would it be of interest to an international audience?
2. Please describe the main aim of your book.
3. If your book has the potential to be adopted as a college text (or a supplement to such texts), please list the courses for which it could be used. If you know of any instructors who might adopt your book as a text for their courses, please include their names and contact information.

D. STATUS OF THE WORK

1. What is the timetable for completing the book?
2. Estimate the page length of the completed manuscript.
Double-spaced typewritten pages normally reduce about one-third when set in type; e.g., 300 typewritten pages make about 200 printed pages. There are about 400 words on a printed book page or 300 on a double-spaced manuscript page. (For this series, books are expected to be between 80,000 and 120,000 words long.)

E. ART

Approximately how many black and white or color photographs do you plan to include?

Approximately how many line drawings (charts, graphs, diagrams, etc.) do you plan to include?

F. PERMISSIONS

Do you plan to include material requiring permission (text or art)?
Please note that it is helpful to determine the cost of obtaining permission.

G. SAMPLE CHAPTERS

If you have completed chapters, please send them with the proposal. If you do not have completed chapters, it is helpful to send a writing sample that reflects the style in which the book will be written.

Please number all pages consecutively and double space all text, including notes and references.

H. REVIEWS

If we are interested in your project, we will commission reviewers to evaluate your proposal. We will also solicit reviews from people whose opinions you consider to be particularly important. For this purpose, please provide the names and email addresses of four people who you feel would be competent to review your material.

I. AUTHOR(S) BACKGROUND

Please include a current vita or brief summary of your writing, teaching, and/or educational background and experience. Be sure to list any previous books, and any other information addressing why you are qualified to write this book.

J. RESPONSE TIME

Please allow at least four to eight weeks for the review process.