

SUNY Brockport eBooks considers for publication on The College at Brockport's digital repository, for free and open access, quality work produced by:

- Brockport faculty and staff (current or emeriti)
- Brockport students (current or alumni)
- Authors/editors whose work relates to The College at Brockport or its neighboring communities

Criteria: Works published by Brockport eBooks shall represent scholarly or creative work of high quality that disseminates valuable information in a manner consistent with and supportive of the mission of The College at Brockport.

Works published by Brockport eBooks will be published online and be freely available permanently to users worldwide through the Digital Commons institutional repository platform, or future successor. There are no author charges levied for standard services which include copy editing, design, and composition (typesetting) for works in a variety of sizes and formats. Additional services provided without charge are assignment of International Standard Book Numbers or ISBNs, providing cataloging data to OCLC, making the work available to be indexed by Google and Google Scholar and providing download statistics to authors. Premium services, such as indexing, graphic design, artwork, and substantial editing may be requested and paid for by the author whereupon SUNY Brockport eBooks may provide referral(s) to an appropriate party. At this time Brockport eBooks does not offer a peer-review service.

Readership: SUNY Brockport eBooks aims to provide a platform for scholars whose quality work might not meet the requirements for publication by a traditional press.

Publishing Schedule: The process of manuscript review to acceptance to publication is significantly quicker than that of a traditional press. The SUNY Brockport eBooks editorial team (including a copyright officer) will review the submissions and if deemed publishable will send to the Advisory Council for further review. The Advisory Council will recommend publication based on whether or not the work meets the criteria noted above. This is not equivalent to a peer review evaluation; works appearing under the SUNY Brockport eBooks label do not merit consideration under the Appointment, Tenure and Promotion (APT) guidelines for faculty at Brockport. The SUNY Brockport eBooks editorial team, The College at Brockport, or any of its employees are not obligated to publish the content in any form or format if deemed unsuitable.

Copyright and Licensing: Works are published under a nonexclusive permission to publish agreement. The electronic works reside in the The College at Brockport's Digital Commons repository and remain at all times free to readers. Authors who are the creators and/or the holders of any proprietary rights in their work retain ownership of all rights to the work, including copyright, and may publish elsewhere without restrictions or limitation. In retaining copyright, authors are free to superimpose a license on their work in any manner they choose, including assigning a Creative Commons license.

Information for Prospective Authors

What to include in a proposal

Proposals should be single-spaced Word, rtf, or PDF documents and should be sent to Kim Myers, Digital Repository Specialist, by e-mail, kmyers@brockport.edu or by mail:

44J Drake Memorial Library, The College at Brockport
350 New Campus Dr
Brockport, NY 14420-2995

A proposal should give members of the SUNY Brockport eBooks Advisory Board—most of whom will not be specialists in your area—a clear and detailed idea of what your book will be about. Please include a cover letter, your curriculum vitae or resumé, and a proposal as outlined below. Please be concise in your proposal and keep it to four single-spaced pages (this limit does not include sample chapters or other supplemental materials).

1. **Title, Subtitle.**
2. **Author or Editor Name(s).** In the order you expect them to appear in the book.
3. **Biographical information.** For main author(s) or editor(s).
4. **Brief description.** In a few paragraphs (no more than 300 words), describe the work. Include what you consider to be the outstanding, distinctive, or unique features of the work. Consider the following questions: What problems do you set out to solve? What confusing issues do you clarify? What previously unknown or neglected story do you tell? Why does it matter? To whom? We sometimes refer to this as the "Amazon blurb."
5. **Length.** What do you estimate to be the length of the book? Note that double-spaced pages normally reduce by about one-third when typeset, e.g., 300 typewritten pages will make about 200 printed pages. If the book is complete, divide the number of words by 350 to get a page count. Will the book include photographs, line drawings, graphs, glossaries, a bibliography, an appendix, and so on? Please give an estimate of the number and kind of images, graphs, charts, and other items, and include proof of permission for copyrighted materials.
6. **Status of the work.** What portion of the material is now complete? When do you expect to have a complete manuscript to submit for review? Please give us a date.
7. **Audience.** For what type of reader is your book intended, that is, who is the primary audience for the book? Are there secondary audiences for the book? If a textbook, for what educational level is it intended? The more specific you can be, the better.
8. **Sample chapters.** Select one or two chapters of the manuscript that are an integral part of the book, if you have them ready. They should be those you consider the best-written ones, and do not have to be in sequence. The material need not be in final form, although it should be carefully prepared and represent your best work. In your preparation, emphasis should be on readability. You can also send the full manuscript if you have it.

Response time

We will contact you as soon as we have had a chance to thoroughly examine your manuscript proposal. Thank you for your interest in SUNY Brockport eBooks. We look forward to reading your materials.