ADVANCES IN BIOGRAPHICAL RESEARCH

This book series provides a platform for both traditional and more innovative and experimental biographical scholarship. We are interested in book proposals that consider such topics as: theoretical and methodological advances - including oral history, narrative, biographical narrative interview methods and psycho- social biographical research; advances in the application of biographical research; biography and digital culture; arts based and performative biographical research; the biographical, temporal, and spatial changes accompanying the Covid-19 pandemic; social conflict and change in the age of migration and the Anthropocene; engagement with marginalised peoples and communities to facilitate policy, practice and social justice.

**PROPOSAL GUIDELINES**

A well-developed proposal should be approximately 6–12 pages (excluding CVs and any sample material) and cover the points detailed in these guidelines, preferably in the order presented. It is important that the proposal presents a convincing rationale for your publication. It should clearly outline the work’s objectives and explain the benefits and advantages it will provide to the intended audience, above and beyond what is currently available. The proposal is your opportunity to present your proposed publication to the series editors, publisher and readers, so please prepare the material carefully.

peer review

Your proposal will be read by the series editor and the subject editor at Bristol University Press who will discuss it with you before sending it for peer review, if appropriate. Once it has been sent for review, we make every effort to collate the responses and feedback to you in a timely manner. We are committed to working closely with our authors and to making publishing decisions as efficiently as possible so if there are any circumstances we should bear in mind from the point of view of timing (for instance if the proposal is under consideration by another publisher), please do let us know.

Proposal

1. Title information

Proposed working title and sub-title

Please bear in mind that, at times, the title may be the only indication of content for people who aren’t necessarily your intended readers (e.g., librarians, booksellers and institutional customers) and it’s therefore important that the title is sufficiently informative, descriptive and includes key words or terms that will help drive readers to your work.

Author(s)/editor(s)

Please include your affiliation(s) here but use the later ‘Author information’ section for full details. If there is more than one author/editor, please list the names in the order you would like them to appear on the work.

**Key words**

You should include 6-8 keywords that are appropriate to the content of your book. Key words are used for a variety of purposes and can help readers to find your book more easily. Avoid listing keywords that already appear in the title/sub-title.

2. Synopsis and aims

Short summary

*Please provide a brief (approximately 150 words) description of the book that will make sense to non-specialists such as booksellers and librarians. This is your book’s ‘elevator pitch’ and will inform things such as the catalogue copy. Try to summarise (a) what the book is about, (b) what makes it important and/or unique, and (c) who the book is for.*

Elaboration - scope and content

*Building on what you have written above, please elaborate on the book’s scope and content. This section will help the peer reviewers to appreciate and assess the book’s contribution, but it will also be read by publishing staff at Bristol University Press. You should therefore aim to avoid unnecessary technical language, and take care to explain terms that may be unfamiliar to educated non-specialists. Please include references where appropriate, either in-text or as a list at the end of this document.*

You may find the following questions helpful (feel free to disregard if they are not applicable to your proposal):

* What is the book’s central and distinctive argument?
* What themes, concepts and ideas will it develop?
* Does the book take a particular theoretical position? Does this need to be justified?
* Why does this book need to be published? How will it advance its field?
* What, if any, are the deliberate omissions? And why?
* What is the book’s topicality or academic/teaching relevance?
* How widely is the topic studied? Is it at the forefront of current research and teaching?

3. TABLE OF ContentS

*This section should include a provisional table of contents and detailed chapter summaries, with references where appropriate. Please provide an approximate breakdown of the word count per chapter.*

*You are warmly encouraged to provide sample chapters or a complete draft if such materials are available.*

*If your work is an edited collection, please provide brief details about the selection criteria for the chapters and authors and outline how the editor(s) will ensure coherence throughout the text. If there are gaps in the contributors’ list, then please clearly mark these and provide an explanatory note.*

Digital content

*All of our books are available in eBook formats, and we are always interested in discussing ideas for digital products. If you have suggestions regarding digital formats or any additional digital content, please include details here.*

4. Target audience

*Please provide details of the intended audience for your book and why the work will be of value to them.*

Primary audience

*This should be the people who are most likely to read the book in the greatest numbers (e.g., academics in your sub-field). Please be selective and note that different audiences have their distinct needs.*

Secondary audience

*This should include those who may wish to read it out of interest (e.g., academics in adjacent fields).*

**Other information**

Please include any other information that might help the publisher to assess the market for your book. You might consider:

* Whether there any societies, professional organisations or other groups which provide a significant audience for the book.
* If there are any email lists or other online communities that will show an interest in the book.
* What the international market is for your book. In which countries or regions specifically will it be of interest? What features (such as case studies, contributors, foreword or endorsements) will attract attention from international readers?

Course details

*If your book will be relevant for any courses, please provide details here and include as much information as possible. This will normally include institution, course name(s), level of study, books typically used and average student numbers.*

5. Competing/complementary publications

*Please list and describe 3-6 books that yours would most likely be compared to, providing details of date, publisher and price, and an assessment of your book’s position vis-à-vis each selected title. How does your book compare, and where does it differ? What unique features or focus does it have in comparison?*

*Prioritise more recent publications where possible and focus on those books that sit within the same genre (so: scholarly books should be compared with other scholarly books, textbooks with other textbooks, and so on). If selecting books from a different genre then please explain your reasons for including them.*

6. Background information

*Please describe the background to the proposal. You might consider the following:*

* What has motivated you to write this book now.
* Whether the work arises out of funded research, and whether the funder has any dissemination requirements (around open access, for example).
* If the work is based on your PhD/PhD research (if that is the case, then advise whether it is available electronically anywhere).
* Whether any of the content been published elsewhere, for example in journal articles.

7. Typescript information

*Please give the estimated total word count of your book, and note that references count towards this amount.*

*If applicable, please specify the number and type of illustrations required (photographs, diagrams, maps or tables) and what format/package these can be supplied in.*

*Please state what stage you have reached in preparing the manuscript, particularly if parts of the manuscript are already or about to be published elsewhere (for example, as journal articles).*

*If you will be using a substantial amount of material that is likely to need copyright clearance, please provide details.*

8. Timetable

*Please provide a realistic schedule for completion of the manuscript and indicate when you hope to see the book published (bearing in mind that we will normally peer review manuscripts before accepting them for production).*

* Do you have time set aside, such as a sabbatical, when you plan to work on this project?
* Is the publication date crucial? Should it tie in with a conference or be ready for the start of a new course?
* How quickly will the content need to be updated? Are online updates appropriate?

9. Author information

*Include details of current position, affiliation and full contact details, as well as nationality, for each author or editor. You should also provide a short list of previous key publications and other relevant experience, such as teaching or research, or attach current CV(s).*

*Please add details of any social media, blogs or personal websites you currently use in your work. If you have any direct routes to market, or suggestions for marketing, please also provide details here (authors are asked to complete a full marketing questionnaire later in the process so only brief details or pointers are necessary at this stage).*

*If your book is an edited collection, you should provide names and affiliations for all contributors. Please also make it clear if any potential contributors have not yet been approached or agreed to be on-board.*

10. accessibility

*If you have any accessibility requirements that we should be aware of, do let us know and we will be happy to discuss these with you. More information on this can be found* [*here*](https://bristoluniversitypress.co.uk/accessibility)*.*

11. OPEN ACCESS

*Please indicate if you have funding or are required to publish your work open access, or if you would like to discuss this further with your editor. More information about our Open Access policies, fees and published titles can be found* [*here*](https://bristoluniversitypress.co.uk/publishing-open-access-books)*.*

12. Referees

*Book proposals are anonymously reviewed by subject specialists. While your editor will reserve the right to select their own referees, you are encouraged (but not obligated) to suggest names and contact details of people whom you would regard as suitably qualified to comment on the proposal.*

*If applicable, please advise us of any conflicts of interest, or any reviewers that you feel would be inappropriate for us to approach.*

*We champion diversity within research cultures. Please do ensure that, as much as possible, reviewers are representative of a diverse range of backgrounds and are based at institutions in the global South as well as the global North. You can read more about our approach to EDI* [*here*](https://bristoluniversitypress.co.uk/edi-information/edi-commitment)*.*