

Project Summary Form

*Please return via e-mail to Dr. Marsha L. Dutton, Executive Editor, Cistercian Publications, cistpub.mld@gmail.com*

Author Information

|  |  |
| --- | --- |
| Name:  |       |
| Suggested project title:  |       |
| Legal (home) Address:  |       |
| Address (business): |       |
| Phone (home): |       |
| Phone (work): |       |
| Phone (mobile): |       |
| E-mail 1: |       |
| E-mail 2: |       |
| Preferred method of contact: |       |
| Items of note regarding your contact information (for example, temporary address/phone number change during summer/sabbatical): |       |
| Provide a short biographical sketch that includes information about your current position, accomplishments, other published works, and information that might be of interest to readers of this work *(copy and paste here or attach a separate document)*: |       |
| If your proposed manuscript is not yet written or completed, please indicate an approximate date for the finished manuscript: |        |

Book Information

1. Please provide a brief summary (100 words or fewer) of your title that could be used on the book jacket:

1. Please provide a brief outline of the work. Include suggested title, subtitle, and a short description of each chapter *(copy and paste here or attach a separate document)*:

1. What are the unique, compelling features of this work? What differentiates it from other titles on the subject? What does it offer that will make the reader prefer it over other titles on the subject?

1. Describe the primary audience (mainstream, academic or professional; age; etc.) for this title:

1. Please check any supplementary features included in this title. Indicate if each will need to be formatted by our production department, or if it is camera ready.

|  |  |  |
| --- | --- | --- |
| [ ]  Illustrations  | [ ]  need formatting | [ ]  camera ready |
| [ ]  Charts | [ ]  need formatting | [ ]  camera ready |
| [ ]  Maps | [ ]  need formatting | [ ]  camera ready |
| [ ]  Tables | [ ]  need formatting  | [ ]  camera ready |

1. If the title includes Bible quotations, please indicate which Bible version was used:

[ ]  New Revised Standard Version Bible (preferred)

[ ]  New American Bible

[ ]  Revised Standard Version Bible

[ ]  Other:

1. If we do not have your manuscript on file, please indicate:
* Approximate page length (typed and double-spaced):
* Computer platform: [ ]  PC [ ]  Mac
* Word-processing program used (please include version number, if applicable):
1. Please indicate if the title includes copyrighted material other than your own. If so, indicate copyright holder(s):

1. If this project is a translation of an ancient work (e.g., from Latin or Greek), please briefly discuss text-critical questions relative to the source document.
2. Please submit a chapter or two of your project, even if these are still in draft form.
3. Please submit several pages of your project’s bibliography.
4. Please attach your Curriculum Vitae, with a list of your previous publications.