|  |  |
| --- | --- |
|  | **SUPPORT SERVICE OPERATION**  **UPM PRESS CENTRE**  **Document Code: OPR/PUPM/BR12/PROPOSAL REVIEW** |
| **PROPOSAL REVIEW FORM** |

**PERSONAL PARTICULAR OF REVIEWER**

Name:

Affiliation:

Specialisation:

Institution:

Country of Origin:

E-mail Address:

Complete Mailing Address:

**PROPOSAL AND AUTHOR**

Title of the proposal:

Name of Author(s):

**MANUSCRIPT CONTENT/OUTLINE**

1. Do the title and table of contents reflect, embrace and convey the actual content of the proposed manuscript? **Please explain**.

1. Is the structure/ Are the chapters have been organised accordingly? Do explain if additional information needs to be added or omission needs to be done for extraneous information in the proposed manuscript.
2. Does the title need to be changed or amended? If yes please provide your reason(s) and suggestions.
3. Do the language and style of writing clearly explain the cohesion and coherence of the proposed manuscript? If no, please state your opinion on how it could be improved further.
4. Is the methodology sound and substantial?
5. Is the conclusion captivating and consistent with the entire write-up? Please explain.

1. State the strength(s) of this proposed manuscript.
2. State the weaknesses of this proposed manuscript (If any). Please do suggest how it can be improved.

**TARGET MARKET**

1. Does this proposed manuscript stand out when compared with competing titles?
2. Do you think this proposed manuscript is sellable?
3. Please state your opinion on the estimated useful life of this proposed manuscript.
4. Who do you think is the target audience for this proposed manuscript? In your point of view, is the manuscript precisely written for the intended readers?
5. Do you find this proposed manuscript interesting for collaboration opportunities?
6. Do you think this proposed manuscript is suitable to be published as an e-book or print book?
7. Do you think the price range suggested is reasonable?
8. Do you think the promotional ideas can boost the sales? Please state your justification.

# OVERALL PROPOSED MANUSCRIPT

Do you think the overall proposed manuscript can be accepted for publication?

**ACCEPTED** **REJECTED**

# ADDITIONAL COMMENTS

We welcome further comments and suggestions from you if you have any.

UPM Press appreciates your time and effort in reviewing the proposed manuscript. We will give your suggestions serious consideration and all the comments and ideas will be used for further improvements. Thank you!

………………………………………..

(Signature)

Name :

I.D. No. :

Date :

If you are an external reviewer (except staff from UPM), please attach

1. A photocopy of your Identity Card/Passport
2. A photocopy of your bank statement for honorarium payment purposes.

# Please return the completed form to:

**Professor. Ir. Ts. Dr. Mohamed Thariq bin Haji Hameed Sultan**

Director

UPM Press

Universiti Putra Malaysia

43400 UPM, Serdang

Selangor Darul Ehsan, Malaysia

E-mail: [dir](mailto:dir)[.penerbit@upm.edu.my](mailto:.penerbit@upm.edu.my)

Head of Division

UPM Press

Universiti Putra Malaysia

43400 UPM, Serdang

Selangor Darul Ehsan Malaysia

E-mail: kb\_penerbit@upm.edu.my