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| **CONFERENCE TO BOOK CHAPTER**  **SUBMISSION FORM** |

# EDITED BOOK - *PUBLISHING PROPOSAL FORM*

These guidelines are designed to help editors in preparing their publication proposals in line with the standards set by UPM Press, specifically for edited books in line with the indexing requirements. Your proposal should be thoughtfully crafted and persuasive, aiming to convince the publisher of the value and potential impact of your edited book.

The decision to accept an edited book proposal will be based on its originality, the quality of its content, and the strength of its academic contributions. It is essential that all the information provided is genuine and accurate. UPM Press reserves the right to reject any proposal found to be misleading or fraudulent.

All submitted information will be treated with the highest level of confidentiality. UPM Press takes plagiarism very seriously. Any detected duplication or violation of copyright will result in strict action, including possible rejection or penalties.

# EDITED BOOK PROPOSAL FORMAT

CRITERIA FOR EDITED/ CHAPTERS IN BOOK

The book’s contents must be relevant to its title. It must have at least 25 chapters, and all chapters must address the book’s central issues and themes. The compiled chapters should demonstrate a unified and coherent line of thought.

* The writing must be scientific and academic in nature.
* The edited book should focus on a central theme or issue with list of editors and multiple contributors.
* It should be written by various contributors and edited by scholars or academic experts in the relevant field.
* Each chapter must include an introduction.
* The editor’s name must be displayed on the book cover and title page.
* Editor’s name should also appear at least in one chapter.
* Each chapter should acknowledge the respective contributor(s).
* The length of each chapter should be balanced in comparison to other chapters and must be between 4000 words to 6000 words excluding references.
* Turnitin Similarity Report and AI Generative along with your publication proposal; level of similarity should be less than 20%.

**1. TITLE**

The chapter title should be concise, precise, and reflective of the chapter’s content. This should be followed up by list of authors and their affiliations.

**2. INTRODUCTION**

This section should introduce the topic discussed in the chapter and may include background information, research questions, or objectives.

**3. CHAPTER CONTENT**

The main discussion related to the chapter title should be structured logically and divided into relevant sub-sections using subheadings to improve readability.

**4. CONCLUSION**

This section should summarise the chapter’s key points, highlight the main findings, discuss implications, and suggest further research, if applicable.

**5. STATEMENTS AND DECLARATIONS**

* Supplementary Materials: If additional materials such as tables, diagrams, or appendices exist, they should be specified here.
* Author Contributions: If multiple authors contributed, their specific roles should be acknowledged.
* Funding: Any funding or grants supporting research or writing should be mentioned.
* Data Availability Statements: If data supports the study in this chapter, specify how it can be accessed.

**6. CONFLICT OF INTEREST**

Authors must declare any conflict of interest related to the publication of the chapter. E.g., “The author declares no conflict of interest.”

**7. ACKNOWLEDGEMENT**

Recognise individuals, departments, or institutions that provided support in the preparation of the chapter.

**8. REFERENCES**

All references used in the chapter should be listed according to APA 7th Edition formatting.

# ABOUT THE EDITORS

# MAIN EDITOR / LEAD CONTRIBUTOR DETAILS (REQUIRED)

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1. **CONTENT OVERVIEW FOR EDITED BOOK PROPOSAL**

**Working Title of the Book**

Please suggest a compelling and relevant title that captures the essence of the book. The title should be concise, engaging, and aligned with current trends or keywords for better visibility on online platforms and academic databases.

**Chapter Subtitles (by Contributors)**

Each chapter subtitle should be meaningful, relevant, and carefully worded to enhance discoverability. Choose subtitles that are concise, keyword-rich, and thought-provoking. This will help increase the reach, citations, and overall engagement with the book. Focus on clarity, thematic relevance, and online searchability.

# Proposed Table of Contents (TOC)

Please provide a structured outline of your book. The chapters should be organised to reflect a logical and coherent flow. The TOC also indicates the depth and breadth of the proposed content and helps reviewers understand your editorial vision. A typical TOC may include:

Foreword

Preface

Introduction

Chapter 1: [Chapter Title]

Chapter 2: [Chapter Title]

↓

Chapter 25: [Chapter Title]

Conclusion

Bibliography / References

Index

# Kindly submit the completed proposal form to:

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