



AUTHOR QUESTIONNAIRE

The questions in this document are essential to our efforts to describe and position your book effectively in the marketplace. Please consider them thoughtfully and respond as thoroughly as you can. If you are a coauthor or coeditor, coordinate with your collaborators to complete this form, being sure to provide biographical information for each you.

What is your name and the title of your book?

When and where were you born?

Describe your education. Please provide dates and degrees and institutions.

List your current position, including the date you started.

List any books you've previously published, including dates and publishers.

Describe any awards or honors you've received, organizations of which you're a member, and fellowships you've been granted. (including dates of conferment or participation):

List any grants that supported the research or preparation for the writing of this book. Include NEA or NEH grant numbers, if applicable.

List the most important publications to be contacted for reviews.

Please list anyone who might consider commenting on, or "blurbing," your book, including contact information).

Please suggest an image or images you would like to see featured on your cover or jacket.

Please list any local bookstores that might carry your book or host a signing.

List any meetings or conferences where your book should be displayed and any that you plan on attending.

Please list a few book awards for which your book is especially relevant and describe why.

Please describe your imagined reader or use of the book. For example, "My book belongs in public libraries," or "Teachers of twentieth-century American history would consider adopting my book."

What are some search-engine words and phrases that you think should connect readers to your book?

Please list a few currently available books that are similar to yours with which your work may compete?

Do you have a website? What is its address?

Please write a fifty-word biography of yourself that you think would be appropriate for marketing materials (including covers and jackets) associated with this book.

Please write a fifty-word description of your book.

Please summarize and characterize your manuscript in 200–400 words, as if you were writing jacket copy.



For direct mail purposes, please provide us with a mailing list of friends, colleagues, and other contacts. Feel free to attach the list with this questionnaire or send separately.