Please check your settings…

Make sure your volume is set appropriately.

Make sure you have followed the instructions on your right-hand toolbar properly.

Make sure everything is plugged in properly to assure your devices are working correctly.

If you have **audio** or **visual** difficulties, please let us know via the **question box** and we will be happy to assist you.

#MethodSpaceLive
Write a Book! From Acquisition to Publication

A MethodSpace Live webinar for Academic Writing Month
Send us your questions!

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While we do our best to answer as many questions as we can, time constraints may not allow us to answer every question.
Write a Book!
From Acquisition to Publication

A MethodSpace Live webinar for Academic Writing Month
Introductions

Janet Salmons, PhD

Leah Fargotstein

Eric Garner
Agenda

- Introductions: Michael Todd
- Overview: Janet Salmons
- Acquisitions: Leah Fargotstein
- Production: Eric Garner
- Q & A: Continued on MethodSpace
From brilliant idea to book in hand, it is:

a. A lot of writing
b. A lot more than writing
c. All of the above
When working with your publisher, be prepared for active roles at all stages.

**Concept**
- Developing a proposal that fits the publisher’s guidelines and meets a need.

**Acquisition**
- Finding the right publisher, creating a plan for the book, signing a contract.

**Publication**
- Finalizing the manuscript, figures, ancillary materials.
Two best practices for writers:

1. Attention to timelines and deadlines

2. Communication, whether things are going well or not!
Publishing a book is **collaborative**!

- Co-authors or editors
- Contributors
- Graphic designers or producers of artwork
- Acquisitions editor
- Copyeditor
How to become a good book author?

The Acquisition Process & Best Practices

Leah Fargotstein
Conceptualize Your Book

- Mass-market appeal
- New research or knowledge
- For use in a course or instructional setting

Trade

Monograph

Textbook
Refining Your Idea

- Characteristics
- Market placement
- Justification
- Contribution
Making Contact
What makes a good proposal good?

- Succinct and compelling description
- Good assessment of course market
- Focus on instructors
- Thoughtful writing
- Detailed table of contents
- Quality sample chapter
Proposal Review Process

- Editorial Review
- Peer (Instructor) Review
- Discussion
- Publications Committee
- Contract!
Navigating the Writing Process
Writing & Review Process

Write batch of chapters → Editor Feedback → Revise → Reviewer Feedback
Key Takeaways

• Refine Your Idea
• Research Your Options
• Reach Out to an Editor
• Write Your Book!
Production Department at SAGE

• Books Production
  • Project management
  • Freelance resources

• Art/Design
  • Cover design
  • Marketing materials

• Production Systems
  • Manufacturing and typesetting
  • Freelance resource management
Production,
What’s Your Function?
Why Is Production Necessary?
Production Process

1. Author submits manuscript
2. Editorial transmits manuscript to production
3. PE prepares manuscript for copyediting
4. Author reviews copy edits
5. PE prepares manuscript for typesetting
6. Typesetters design interior pages
7. Page proof review and indexing
8. PE collates corrections
9. Typesetter corrects page proofs
10. PE and author review final page proofs
11. Final interior files and cover sent to the printer
Copyediting
Production Process

1. Author Submits Manuscript
2. Editorial Transmits Manuscript to Production
3. PE Prepares Manuscript for Copyediting
4. Author Reviews Copy Edits
5. PE Prepares Manuscript for Typesetting
6. Typesetters Design Interior Pages
7. Page Proof Review and Indexing
8. PE Collates Corrections
9. Typesetter Corrects Page Proofs
10. PE and Author Review Final Page Proofs
11. Final Interior Files and Cover Sent to the Printer
CHAPTER 1
INTRODUCTION TO STATISTICS

1.1 The Use of Statistics in Science

Why should you study statistics? The topic can be intimidating, and rarely does anyone tell you, “Oh, that’s an easy course . . . take statistics!” Statistics is a branch of mathematics used to summarize, analyze, and interpret what we observe—to make sense or meaning of our observations. Really, statistics is used to make sense of the observations we make. For example, we can make sense of how good a soccer player is by observing how many goals he or she scores each season, and we can understand climate by looking at average temperature. We can also understand change by looking at the same statistics over time—such as the number of goals scored by a soccer player in each game, and the average temperature over many decades.

Definition

Statistics is a branch of mathematics used to summarize, analyze, and interpret a group of numbers or observations.

Statistics is commonly applied to evaluate scientific observations. Scientific observations are all
Typesetting

Part I

Introduction and Descriptive Statistics

Chapter 1  Introduction to Statistics
Chapter 2  Summarizing Data: Frequency Distributions in Tables and Graphs
Chapter 3  Summarizing Data: Central Tendency
Chapter 4  Summarizing Data: Variability

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Introduction to Statistics

Learning Objectives

After reading this chapter, you should be able to:

1. Distinguish between descriptive and inferential statistics.
2. Explain how samples and populations, as well as a sample statistic and population parameter, differ.
3. Describe three research methods commonly used in behavioral science.
4. State the four scales of measurement and provide an example for each.
5. Distinguish between variables that are qualitative or quantitative.
6. Distinguish between variables that are discrete or continuous.
7. Enter data into SPSS by placing each group in separate columns and each group in a single column (coding is required).
Introducing the Ancient Debate
The Ideal Versus the Real

Back in the “good old days,” on televisions that resembled Laundromat dryers, geeky tykes rejoiced as Adam West, the only Batman with a beer belly, spouted the campiest of campy lines while employing the Batmobile, Batcomputer, Batcopter, Batladder, Batcanopener, and Shark-Repellent Bat Spray to thwart the evildoers who plagued Gotham City. *Batman* was such
Cover Design Process

• Text, graphic, illustrations
• 3 to 5 designs per book cover
• Prominent placement of title and author name
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Next steps

Learn more about writing and publishing books during Academic Writing Month!

Visit www.methodspace.com for original posts, interviews, and resources.
When can we meet again?

The topic for the next MethodSpace Live webinar is:

**Indigenous and Intercultural Research**

February 2020, Date TBA

Log into MethodSpace.com to learn about future webinars.
Thank you! Webinar recording will be emailed to you and available at MethodSpace.com.