



**WIT PRESS**  
Book Publishing Services

*Publishing your Manuscript  
with WIT Press*

*A Step-by-Step Guide*



[www.witpress.com](http://www.witpress.com)

## *Publishing a Book? Let us help you*

If you have an idea for a book or have written your manuscript and would like to have it published, WIT Press can guide you through the preparation and help you avoid any technical difficulties.

### **WIT Press offers you:**

- **Over 30 years' experience.**

Our wealth of experience in science and technology publishing will help to bring your publishing projects to successful fruition.

- **A wide range of publishing formats and services.**

- **Book cover creation including bespoke design.**

- **A professional and efficient editorial and production team.**

Our editorial and production team will provide a professional and efficient contact point throughout your book's development.

- **Simultaneous publication of print and electronic versions.**

- **Dissemination of your book information to the global market.**

- **Global distribution of your book via sales agents and online bookshops.**

Includes [witpress.com](http://witpress.com) and Amazon.

# Book Editorial & Production Process:

## 1 Firstly, have a chat with us...

If you have a publishing proposal you would like to discuss with us on an informal basis, you are invited to contact us: [witpress@witpress.com](mailto:witpress@witpress.com)

## 2 Review

We will review your manuscript and inform you of the outcome along with any suggestions or required changes.

## 3 Create a Publishing Agreement

Our editorial department will be in touch to discuss the details and create a publishing agreement.

## 4 Begin the pre-publishing marketing

You will be asked to fill out a marketing questionnaire (MQ1) to provide us with some initial book information.

## 5 Help to prepare your manuscript

Our authors instructions and templates will be sent to you to help you prepare your text and images for book production. Full technical support will be available.

## 6 Checking and the editorial process

Upon receipt of your completed manuscript our production team will begin the editing process.

This includes:

- Sub-editing and proofing of your manuscript for basic continuity, English grammar and spelling.
- Ensuring the quality of individual files, e.g. checking for incorrect fonts, missing figures, misplaced headings, etc.
- Helping to organise and format prelims and end matter including preface, table of contents, acknowledgements and author index.

## 7 Production process and communication

A member of production will be in contact with you throughout the publication process. Our typesetters will lay out your book to match our publication format.

## **8 Proof**

We will supply you with 'soft proofs' (PDF proofs) to check over before the book is finalised.

## **9 We will register print and electronic ISBNs**

Your book will be registered and given ISBNs (International Standard Book Number). An ISBN is a unique number that will identify your book anywhere in the world.

## **10 Start your book's online presence**

The book will be added to the major bibliographic databases and to the WIT Press website: [www.witpress.com](http://www.witpress.com) from where it will easily be found by popular web search engines.

## **11 Sales and marketing projection**

You will be asked to fill out a more detailed marketing questionnaire (MQ2) to provide further book details and review/sale possibilities. The major book sellers and our agents around the world will provide your book with global availability.

## **12 Hardback and eBook simultaneous publishing**

Production will be completed; the book is finalised and sent for printing and eBook creation.

Production of the hardback using either digital or conventional printing methods, both offering full colour book production.

Production of the eBook in full colour using digital production methods.

## **13 Your finished book**

You will receive three copies of your published hardback book. We will also send one copy to the British Library in the UK and another to the Library of Congress in the USA where it will become part of the national archives.

# Book Cover and Graphic Design:

Our Graphic Design Studio allows us to offer bespoke design options.

## Book Cover Design

### 1 Let us know your cover ideas

Creation of the cover image.

If you have an idea for your book cover or the image(s) you would like on it, please supply a selection for our designers to choose from.

We can advise you on image formats, resolution and copyright requirements.

### 2 Or let us design something for you

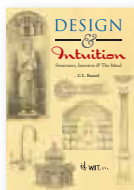
Alternatively, you can leave it to our experienced designers to come up with a unique cover concept to reflect the subject matter.

### 3 A visual for you to approve

A visual of the cover will be sent for author's approval and to proof check. Changes can be made at this time.

### 4 Final artwork

The cover is finalised for publication and sent to our printers.



## Book Content Design

### 1 Page-by-page content design

We can carry out page-by-page design for the book's content, or even design and produce your promotional materials.

### 2 Author supplied or original artwork created

Ability to work from author supplied imagery or create original conceptual artwork.

We can advise you on image formats, resolution and copyright requirements.

## Promotion and Distribution:

### 1 Pre-publication publicity

Before your book is even published, our marketing team will have prepared the way to bring it to the widest audience possible, with press and email announcements to academic, industrial and government libraries, and selected end-user groups.

We will use information you provide in your marketing questionnaires (MQ1 and MQ2).

### 2 Metadata distribution

Enhanced individual title information on the major international bibliographic databases.

### 3 eBook for all desktop & mobile devices

Distribution of your eBook for reading across all desktop and mobile devices.

### 4 WIT Press website

Your book added to [www.witpress.com](http://www.witpress.com) for access on all devices. Subject headings, detailed book description, table-of-contents, preview, author biographies, reviews and keywords will be included to maximise searchability.

### 5 Finding your book online

From our website your book will be easily found by the popular web search engines. Book previews will be made available via Google Book Search™ and Amazon Search Inside™.

### 6 Printed publicity

Your book will be in our printed and electronic book catalogues. A promotional flyer will be created for publicity distribution.

### 7 Post-publication marketing

Further announcements for your published book will be sent to our distribution lists. Marketing opportunities including exhibits, reviews and targeted promotions will be arranged.

### 8 Global distribution

Guaranteed global distribution in both print and electronic formats via library suppliers, eBook vendors, wholesalers and online bookshops.

## *WIT Press Specialises in:*

- Air Pollution
- Architecture
- Bioengineering
- Boundary Elements
- Computational Methods for Engineering
- Damage & Fracture Mechanics
- Design & Nature
- Earthquake Engineering
- Ecology
- Electrical Engineering & Electromagnetics
- Energy
- Environmental Engineering
- Environmental Health
- Fluid Mechanics
- Heat Transfer
- Heritage Architecture
- Information Systems
- Marine & Offshore Engineering
- Materials & Manufacturing
- Mathematics & Statistics
- Risk & Security
- Structural Engineering
- Sustainable Development
- Transport Engineering
- Urban Development
- Water Resources

# WITPRESS.com

## Makes Your Research Easier

Looking for the latest research in your field? Your search will not be complete without a visit to the WIT Press website.

At [www.witpress.com](http://www.witpress.com) you will find a clean and efficient interface that enables you to search easily and quickly for material relevant to your work, whether it is a book, conference paper or journal article.

To facilitate your research, we have worked hard to make a number of changes to our site with the aim of making your task easier.

- Access our pages from any device including your mobile phone, with no change in functionality
- Navigate easily with a clean interface
- Search more precisely, in ONE search engine
- No need to register or sign in to download thousands of Open Access papers
- Find details of our Science and Technology monographs
- Discover background on our authors and editors
- Use the WorldPay payment system



We look forward to your visit to [www.witpress.com](http://www.witpress.com)

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