**University of Pittsburgh Press**

**Author Questionnaire**

**1. Author’s/Editor’s name** *(as you want it to appear in your book)***:**

 **Book Title:**

**2. To register the copyright of your book, please provide the following information:**

 **Author’s/Editor’s name** *(as it appears in legal documentation)***:**

 **Date of Birth (mm/dd/yr):**

 **Citizenship:**

 **Place of Birth (City, State/Province, Country):**

 **Current Residency:**

**3. Preferred Mailing Address** (please avoid P.O. Box numbers)**:**

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| **Telephone:** |  | **(home/cell)** |  | **(work)** |

 **Fax:**

 **email:**

**What is the best way to get in touch with you quickly?** (email, cell, work phone, fax, etc.)

**Please let us know if you have a personal website, blog, and/or any social media accounts (Facebook, Twitter, etc.) that you use professionally.**

**Do we have your permission to release this information to reputable media outlets as the need arises?**

☐ yes ☐ no ☐ please contact me in advance

**4. Brief bio, including position or occupation. Please give full title and any institutional affiliation and any current memberships in professional organizations.**

**5. Book description**

Please provide a 150-175-word (maximum) description of your book. *This will be consulted during the preparation of catalog and jacket/cover copy, as well as press materials to accompany review copies of the finished book. It is important that you not copy from your preface, introduction, or other text from the book itself. We reserve the right to edit descriptions for clarity, length, and to suit the purpose for which the description will be used (i.e. catalog, book jacket, advertising, online databases, etc.)*

**6. Advance Quotes (Blurbs)**

Please suggest four or five prominent individuals whom we could ask to provide a favorable endorsement of your work prior to publication. From this pool, we will only use two or three quotes (maximum) at our discretion. The quotes must be kept to a maximum of fifty words. We reserve the right to edit quotes over fifty words at our discretion. *Please include an address, telephone number, email, when possible, and indicate whether or not you know these people personally. Do not suggest colleagues at your university, or anyone who served on your dissertation committee.*

**7. Conferences**

Which academic/professional conferences do you attend? How regularly? *Please provide approximate dates of the conference, and names or websites that we can contact for information.* List the names of other academic or professional meetings at which we might display your book.

**8. Review media**

What are the journals, magazines, and newspapers you believe constitute the target audience to whom we should send review copies of your book? *We maintain a large in-house database of journals, magazines, and newspapers, and will automatically send your book to the most important publications in your field. In asking this question, we’re seeking to learn which journals, particularly specialized journals whose addresses we might not know, are most important to you, and where your previous work has been published. Later you will have the opportunity to add suggestions to the review list created for your book. We reserve the right to limit the number of review copies that will be sent.*

**9. Print/Broadcast Media**

Do you have any contacts in the press or in broadcasting that might lead to interviews or features on your book? Are there any locally produced radio or TV shows on which you’d like to appear? Are there any local newspapers or magazines to whom we should send a press release concerning your book?

**10. Author Photo**

Please send us a photograph of yourself as an electronic file (at least 300 dpi at 4× 6). If sending a print, please send one that is either a 4× 6 or 5 × 7. Your photo is for publicity purposes or for possible use on the book jacket. Please provide the name of the photographer so we may credit them appropriately. These materials will not be returned.

**11. Education and honors. Please include dates of degrees.**

Please provide two or three sentences, below or on an attached sheet. *If there is more than one author or editor, this information must be supplied for each individual. Please also attach a copy of your CV or résumé.*

**12. Titles of previous book publications. Please include publisher and date.**

**13. Audience(s) for which the book is intended.**

 If your book is aimed primarily at an academic market, who do you think will buy it?

 If your book is aimed primarily at a nonacademic market, who do you think will buy it?

**14. Competition**

List three or four books that deal with the same or related topics as your book. Please include title, author, publisher, publication year, and price. How does your book differ?

**15. Promotional points**

Indicate four or five specific things that make your book unique and interesting. *This may include special research undertaken, personal experiences, fresh insights into old problems, completely new material presented, correction of historical inaccuracies or false interpretations, and/or any other reasons a potential reader would find interesting.*

**16. Social Media**

University of Pittsburgh Press is actively engaged in promoting books, authors, and relevant topics on various social media platforms. We welcome your contributions in this area. We’d like to contact you for your input as we gather articles, images, commentaries, and other information to feature authors and their activities. Please let us know if you would like to participate. List any social media, blogs, and personal web sites that you maintain, including the link information.

**17. Course Adoption**

List any courses for which your book might be used as a required or recommended text. *Please be as specific as possible, avoiding suggestions such as “general undergraduate English survey courses.”* Provide the names and addresses of a core list of professors you think would be amenable to adopting your book for classroom use. *Include yourself and your contributors, if applicable.*

**18. Direct Mail/Mailing Lists**

We will include your book in appropriate direct mail pieces. Is there an organization whose membership would be particularly interested in your book? *If you are able to supply a membership list, please indicate that. We require a computer file spreadsheet.* Do you maintain your own mailing list of friends or colleagues who should be sent a flyer announcing your book upon its publication? *If so, can you provide us a spreadsheet file?*

**19. Local Booksellers**

List the names of your local and college/university bookstore(s) which might be interested in stocking your book. Also indicate any bookstores to which you’d like to be invited for a reading or book signing.

**20. Awards and Prizes**

What are the prizes in your field for which you believe appropriate to submit your book when published? *We maintain a large in-house database of awards and prizes, and regularly identify appropriate books as we approach submission deadlines. In asking this question, we’re looking primarily for information on awards targeted more specifically towards the subject area of your book.* *We reserve the right to limit the number of award submissions*.

**21. Space Advertising**

Please provide the names of three or four association journals and professional periodicals in your field. We may consider taking ad space in them if our budget allows.

**22. Subsidiary Rights**

Do you know of any foreign publishers who might be interested in your book? *Please list any of your previous books, with their U.S. and foreign publishers, that have been published abroad or translated.*

**23. International Sales**

Our books are marketed and distributed in Europe and Africa by Eurospan Group. We will be happy to forward any specific suggestions you have for overseas marketing.

**An electronic version of this form is available on our website. Go to “Resources” on the home page, then to “For Authors”, then click on “Current Authors.”**