Top tips for authors

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Check your contract

In particular, please pay attention to delivery deadlines for materials, length restrictions, any limits on use of colour, indexing and copyright permission requirements. Please also take the time to read any other briefing information provided to you to help ensure that we can publish your work efficiently and without delay. Production work cannot begin until we receive all of your final manuscript materials and supporting documentation in the correct formats.

Plan your time and set intermediate goals

Writing a book is a big undertaking and the deadline for delivery of your completed manuscript may be several years away. We understand how immensely busy our authors are with their many professional commitments and that it can be easy for the book project to drop off your list of immediate priorities. We strongly recommend setting interim targets for drafting and finalising chapters to help ensure you remain on-track to meet your contracted submission date. We urge you to be realistic and factor in sufficient time for figure preparation, reference checking and clearing permissions, which often take longer than anticipated.

Keep in regular contact

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