



TAMBAPANNI ACADEMIC PUBLISHERS

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A SHORT GUIDE TO EDITED VOLUMES

TAP is interested in publishing edited volumes on topics that broadly fall within the social sciences and humanities and that either deal with Sri Lanka or engage with questions that are particularly relevant and pertinent to our understanding of Sri Lankan issues.

An edited volume has different needs and challenges than those encountered when authoring a book. Most important is the cohesive nature of the volume and the interconnectedness of the various chapters composing the volume. A collection of papers presented at a conference do not always have the making of a worthwhile edited volume. The task of the volume editor is to shape the chapters into a well integrated whole. The volume editor is responsible for preparing a stylistically consistent manuscript, coordinating all contact between TAP and the contributing authors during the publication process, ensuring final accuracy on the proofs, returning all proofs to the TAP office on time, and reviewing the index, among other things.

The note below will summarise only the main responsibilities of a volume editor.

1. PLANNING

Before you submit a proposal for an edited volume, we would like you to think of the following:

- What is the central idea of the volume and does it bind all the contributions into a cohesive whole?
- What readership are you aiming for?
- Have the listed contributors accepted to write chapters or edit their contributions for the volume?

2. OBTAINING COPYRIGHT

Material supplied for the edited volume should be original and not taken from previous published work. If this is not the case and a contribution is deemed

necessary for the volume, the contributor must obtain permission from the original publisher.

3. PROJECT ORGANIZATION

The editor of a multi-author volume is the central figure in the planning, assembling and production of the work and the first point of contact for all members of the TAP publishing team.

Before you embark on an edited volume, keep in mind that it is the volume editor who is responsible for tracking the progress of the chapters and reporting back to TAP. This may sometimes mean having to act in a persuasive manner so that the project is not derailed.

4. COMMUNICATING WITH AUTHORS

As an editor you need to be in regular communication with the authors, put them in contact with each other and set clear dates for deliverables.

5. WRITING, REVIEWING AND EDITING

As the volume editor it is your responsibility to ensure the quality of the contributions, to review the texts at various stages and edit them according to the guidelines to authors provided by TAP.

