



## Army Press Guide for Book-Length Manuscripts

July 2015

1. General. The Army Press publishes original interpretive works on topics relevant to the current interests and concerns of the US Army. The press welcomes book-length manuscripts covering military history, leadership, doctrine, organization, tactics, operations, and logistics, as well as personal experiences and memoirs. Every manuscript submission undergoes review and revision process designed to prepare it for publication. The press does not accept previously published manuscripts or unrevised theses/dissertations.

2. Mission. The goal of the Army Press is to foster discussion among members of the US Army concerning topics of immediate and enduring interest to the profession of arms. To do this, the press will offer a variety of publishing formats including monographs and articles. All publications will be released in digital format on the press' website. Depending on the topic and interest, some titles will also be printed and distributed by the press.

3. General Submission Guidance. The Army Press accepts complete articles and book-length manuscripts for consideration. For guidelines on the former, please see Military Review author guidelines. The Army Press does not accept manuscript "proposals."

4. Assessment of Manuscripts. The Army Press will contact the author upon receipt of the manuscript confirming receipt and offering an estimation of time needed before assessment of the manuscript will be complete. Press staff will then conduct an initial assessment to determine if the submission meets basic guidelines. If the manuscript topic or framework does not fit press guidelines, press staff will work with the author to identify other presses that might be a suitable venue for publication. Those manuscripts that pass through initial assessment will then be considered by the press' editorial board. The board will review the manuscript, seek comments from subject matter experts, and make a final decision about revisions required. Press staff will then contact the author to pass on the board's decision, discuss any necessary revisions, and establish a timeline for that process. In order to remain faithful to the Joint Ethics Regulation at this stage of the process, the author may be required to enter into a legal agreement to publish the finished work via the Army Press.

5. Publication. A number of variables affect the press' publication process. These include manuscript length and quality, author availability for collaboration with an editor, and the workload and priorities given to the editing staff. Once the author's manuscript has been assigned to an editor, the author will be notified and provided an estimated publication date. The editor will contact the author for clarification on various issues and a prompt response is expected. If the author is unable to provide timely input and/or response, the project is subject to removal from the publication process.

6. Rejection by the Editorial Board. Rejection by the board is final. The Army Press will inform the author of the reasons behind the decision. Authors may resubmit for reconsideration only after substantial revisions are made and any recommendations by the board are complete. A resubmission requires a statement/description of the changes and improvements.

7. Publication of Theses and Dissertations. The Army Press does not consider unrevised theses or dissertations. At a minimum, authors must eliminate the sections required by thesis/dissertation programs such as abstracts, review of scholarly literature, and detailed explanations of methodology before the Army Press will make an assessment.

8. Manuscript-Length Monograph. Minimum manuscript length is 60 pages (MS Word) and 275-300 pages is the maximum length.

9. Endnotes and Bibliography. Academic works published by Army Press are required to have suitable documentation in the form of endnotes and bibliographies. Place notes at the end of each chapter, not at the bottom of the page or at the end of the book. Begin note numbering with “1” for each chapter. Place the complete bibliography at the end of the manuscript. For examples of notes and bibliography entries, see Kate L. Turabian, Sixth Edition, *A Manual for Writers of Term Papers, Theses, and Dissertations*. All endnotes and bibliographies for Army Press publications will be formatted according to this manual.

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