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The AASL Board of Directors

Content in AASL publications will reflect the principles and concepts of

- If the proposal is reviewed favorably but not consistent with the five-year plan, review by the Publications Advisory Group and possible Board of Directors discussion may be required but is not mandatory. Review periods are called as needed between the school's Annual Meeting and ALA Annual Conference
- It is the responsibility of the AASL Staff to inform the writer or contact person of the disposition of the AASL Publication Proposal. Approval of the AASL Publication Proposal means that the writer/editor may proceed with the development of the manuscript, but authorization is not a commitment to publish.
- The Publications Advisory Group may review the formal publication proposal for content as needed and provide general recommendations, advice and guidance for the writer.
- If a committee or other group is writing the manuscript, one person should serve as primary writer/editor.
- AASL Staff will work with the writer to complete all writer agreements and production timelines

Manuscript Stage

The

APPENDIX A PUBLICATION PROPOSAL FORM

Date _____

American Association of School Librarians Preliminary Publication Proposal

This form should be preceded by submission of a preliminary proposal [Working with AASL](#)
online submission form. Once your preliminary proposal is accepted, AASL staff will prompt you to
complete this formal Publication Proposal Form. This form should be completed and sent with
requested attachments.

6. a. Attach an outline of

APPENDIX B GUIDELINES FOR AUTHORS OF MANUSCRIPTS

The following guidelines for authors are adapted from the [ALA Editions guidelines Manuscript Preparation Guidelines](#)

When preparing your manuscript for submission a MS Word or RTF (Rich Text Format) file is assumed. If you are preparing camera

