



The Protected Area Governance and Management Book

(A Published Book and an E-Book)



The IUCN World Commission on Protected Areas Book Project Newsletter Issue No 9. August 2014

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Greetings from the Project Manager

This Ninth E-Book Newsletter focuses on the next step in our book production process. This is the review of your Chapter at the draft design stage. I have been very brief with this Newsletter, but your help is needed by following the following guidance notes.

Many thanks!

Graeme Worboys

Project Manager 10 August 2014

Your draft designed Chapter

You will be receiving a copy of your chapter manuscript in the very near future. The overall book manuscript is at an advanced stage and nearing the production stage.

The help we need

We are asking for *lead Principal Authors* to thoroughly check for any errors in their Chapter text and to provide corrections. This will be the last chance for this to happen.

What is not possible

I am sorry, but at this stage in the process it is simply not possible to:

1. Add new text... (it is too late for this)
2. Restructure or re-organise text
3. Change or substitute maps, figures or diagrams (unless they need to be corrected)

Understanding and respecting this situation will help me a great deal....thank you.

Corrections: Timing of feedback

The turn-around time for this step is very tight (as advised at the very beginning of this book production process). For this reason, we are asking *lead Principal Authors* to take responsibility on behalf of their colleagues to identify any corrections and to get any corrections back to us as soon as possible. We *would prefer* a turn-around of one week from the date of despatch if possible, and a maximum of two weeks please. We are happy for the draft Chapter to be circulated to all associated authors of course, however the timing is important. We however ask that it is not available for general circulation. If we do not hear from you after 2 weeks, we will assume that the text is OK.

Method for corrections feedback

We would like the corrections sent back as a scanned pdf image of the corrected text. That is...we are asking you to:

1. Print out the Chapter text;
2. Clearly mark with a suitable pen or pencil any corrections....ie identify what is wrong....and what the substitute correction is;
3. Scan the printout with corrections as a PDF and at a resolution that is readable (>300 dpi);
4. Return the scanned corrections file to Graeme as soon as you have completed the work (g.worboys@bigpond.com)

This approach will save you work (in describing the correction) and it will help speed up the final editing process at out end. Thank you for this.

Next Newsletter

I am foreshadowing another Newsletter in September. By that stage I should be able to advise you further about the final stage of the book production and any plans we will have for the launch at the Sydney World Parks Congress. However...here is an early diary holder for you...please keep free Saturday 15th November...Protected Planet Pavilion...5.30 – 7.00 pm (but this has yet to be confirmed). Thanks for your help with the checking of your manuscript.

All the very best
Graeme