UNIVERSITY OF NORTH TEXAS
PUBLISHING AGREEMENT
EXHIBIT A

The publication of the Work described in the Agreement between ("Author") and the University of North Texas, on behalf of its UNT Libraries Scholarly Publishing Services ("Publisher"), dated is contingent on the receipt of $ in fee from by the day of 20 . In return for this fee, the following publishing services will be rendered:

☐ The Work is a **newly published title** with the following services:

☒ **Online Publishing** (*required*): Includes assignment of a DOI for the Work, light proofreading, creation of a title page and copyright page, simple conversion to PDF, and archiving the Work in the Eagle Editions collection of the UNT Digital Library, and adding the Work to the UNT Library Catalog and OCLC WorldCat.

☐ **Developmental Editing**: This first stage of editing includes directly shaping the content of the work, especially the argument, and may involve total rewriting or reorganization of the text. The Author has the opportunity to review all edits.

☐ **Substantive Editing**: This second stage of editing deals with the organization and presentation of content and may involve rewriting passages and restructuring tables to make them clearer. This is especially useful for authors who are not native speakers of English. The Author has the opportunity to review all edits.

☐ **Fact & Citation Verification**: This third stage of editing includes verification of facts stated in the manuscript (both those with and without citations) against reference sources and verification of citations. The Author has the opportunity to review all edits.

☐ **Mechanical Editing**: This fourth stage of editing includes revising a manuscript for consistent spelling, style, and usage without otherwise changing its content. Citations are checked for consistent formatting. The Author has the opportunity to review all edits.

☐ **Permissions Management**: This includes investigating which works used within the Author's manuscript require permission from the rights-holder to republish, securing those rights, and providing documentation of these secured rights.

☐ **PDF Design & E-book Creation**: This includes turning the manuscript into a professionally designed PDF file and creating files for e-book readers. The price varies depending on the complexity of the content, which determines which tools can be used to create the print layout. Per the Agreement, the Author is provided with page proofs but will be charged for author alterations to the text. The Author

is also provided with any application files (such as an Adobe InDesign or Scribus file) used to create the PDF.

☐ **Indexing**: This includes creation of a back-of-the-book index, which is especially useful in a print edition.

☐ **Print Setup**: This includes assignment of an ISBN for a print edition and a basic text-only cover design if desired. Subject to the printing technology available for the printed volume's parameters and whether the Author wants the title to be available for stocking by bookstores, the work can either be prepared for printing on demand based on orders, or the Author or another party can pay for a print run in advance, to be sold over time. This fee includes printing two copies for mandatory deposit at the Library of Congress, *but it does not include any copies to sell or for the Author's use!*

☐ **Custom Cover Design**: As an alternative to the basic text-only cover design provided with the Print Setup, this includes a custom cover design created by a graphic designer, optionally including one or more images provided by Author that are acceptable to the designer. The designer provides a proof of the design, and the designer will conduct up to three rounds of revisions for free. If the Author suggests the designer find an image for the cover, the designer may suggest an image which can only be used if the Author acquires the right to use in a publication for sale (which usually requires paying a fee). The publishing partner is also provided with any application files (such as an Adobe InDesign, Adobe Illustrator, or Scribus file) used to create the cover design.

☐ The Work is a **reprint** with the following services:

☒ **Online Publishing (*required*)**: Includes verifying that the Author has the right to reissue the Work, scanning of the out-of-print edition, creation of a new title page, assignment of a DOI, archiving in the Eagle Editions collection of the UNT Digital Library, and adding to the UNT Library Catalog and OCLC WorldCat.

☐ **Permissions Management**: This includes investigating which works used within the Author's manuscript require permission from the rights-holder to republish, securing those rights, and providing documentation of these secured rights.

☐ **Print Setup**: This includes assignment of a new ISBN and, if reusing the original cover design is not possible or desired, creation of a basic text-only cover design. Subject to the technology available for the print volume's parameters and whether the Author wants the title to be available for stocking by bookstores, the work can either be prepared for printing on demand based on orders, or the Author can pay for a print run in advance, to be sold over time. This fee includes printing two copies for mandatory deposit at the Library of Congress, *but it does not include any copies to sell or for the Author's use!*

☐ **Custom Cover Design**: As an alternative to the basic text-only cover design provided with the Print Setup, this includes a custom cover design created by a graphic designer, optionally including one or more images provided by the Author

PUBLISHING AGREEMENT – EXHIBIT A   **Page 2 of 4**
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that are acceptable to the designer. The designer provides a proof of the design, and the designer will conduct up to three rounds of revisions for free. If the Author suggests the designer find an image for the cover, the designer may suggest an image which can only be used if the author acquires the right to use in a publication for sale (which usually requires paying a fee). The Author is also provided with any application files (such as an Adobe InDesign, Adobe Illustrator, or Scribus file) used to create the cover design.

☐   **E-Book Creation**: This includes the creation of e-book files in the formats used by the major e-book sales channels.

[Signature page follows.]

PUBLISHING AGREEMENT – EXHIBIT A   **Page 3 of 4**
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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the
day of   20   .

UNIVERSITY OF NORTH TEXAS

By: _____   Date: _____
     O. Finley Graves
     Provost and Vice President for Academic Affairs

AUTHOR(S)

By: _____   Date: _____

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