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## ENST 594.01: Publishing - The Next Steps

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# Publishing: The Next Steps

EVST 594.01 Spring 2013 Phil Condon

Office Hours Rankin 104: MTWTh 2:30-3:30pm & by appt

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**Resources:** EVST Publication Directory (PD) hardcopy and E-RES at ML for EVST 505.01, PD folder (password = nature)  
**Recommended:** Hacker *Pocket Style Manual* or other good style manual; 2013 Writers Market (WM) (for long run).

**Purposes & Outcomes:** Learn to find publication outlets, research & interpret their guidelines, select publications to match you and your writing projects, prepare your ms. for presentation, write cover letters and queries, keep records, find info on book proposals and book publishers. Discuss and review EVST thesis logistics, particularly for the environmental writing thesis.

**Required Work:** Do initial editor packet assignment.

- Prepare entries in publication directory for 1 assigned current call for submissions/contests.
- Research publication directory and/or other sources and select at least 3 places to send your essay.
- Verify (via website &/or WM) & update entries of your 3 places for EVST publication directory.
- Prepare and send out at least 1 essay to at least 3 places.
- Find, research, and write entries for at least 1 new outlet to add to EVST publication directory.
- After Sprg Brk: Prepare questions for classes on book queries/proposals/publication & EVST thesis logistics.
- After Sprg Brk: Prepare questions for classes with visiting writers, alums, editors.

**Wk#1: Go over syllabus/schedule. Discuss/arrange registration, location, day & time. Class work begins next week.**

- #2:** Intros/Overview Look at Publication Directory, hardcopy & ERES files. Schedule EP assignment for the week.  
**For Next Week:** Editor Packet Assignment. Prepare entries for PD on assigned current call for submissions/contests.
- #3:** Discuss EP Assignment (your experience and group's) in terms of your submission work & preparation.  
Look at WM, Poets & Writers Magazine, Writers' Chronicle. **For next week:** watch DVD on Reserve. Do new PD entry.  
**For Week #5 (2 wks out):** Find at least 3 places to send 1 essay(s). For each one, research to make sure all guidelines, addresses, requirements, etc are current. (If any in Directory need update, write a new entry sheet for it. See a copy of each journal if possible. For at least 1 outlet, read Table of Contents, Contributor Notes, & at least 1 essay in 1 issue .  
**For Week #7 (4 wks out):** Work on polishing the essay you'll send out. (Conferences with me as needed next month .)  
**For Week #9 (6 wks out):** Find, research, and write entries for at least 1 new outlet to add to publication directory.
- #4:** Discussion/questions re DVD and/or ongoing assignments. Bring EVST PD entry you've prepared for 1 new outlet.
- #5:** Bring lists of 3 Publications and any related Q's. Discuss lists and Cover Letters. *HandOuts*.  
**For Next Wk:** Write 3 Cover Letters/Emails to go with essays, addressed, and anything else required by outlets' guidelines.
- #6:** Bring Cover Letters & Packets & Questions for review and discussion.  
**For two weeks:** Rewrite cover letters as necessary. Prep Essay Packets: Essays, CL's, SASE's, postage, as required.
- #7:** Bring essays to class. Workshop in pairs for presentation, mechanics, title, open, close.  
**For next week:** Arrange w/ one other partner in class for last proofread, etc as you prepare packets for mailing. Bring all.
- #8:** Bring packets ready to mail (including stamps if necessary). Attention to detail.  
**For next week:** Prepare list of Q's, things you may want to discuss now and in remainder of classes after SB.
- #9:** Bring Q's. Discuss. What to do if ms accepted, and if not. Preview classes/visitors after SB.  
Bring entry for at least 1 new outlet to add to class publication directory

## Spring Break

- #10:** Discuss query letters, book proposals, book publishing--*Handouts*. Info on 3 speakers next 3 weeks.  
**For 4/16, 4/23, 4/30:** each week, bring Q's for speakers.
- #11 & #12 & #13:** Visitors TBA
- #14:** EVST Thesis Logistics: Proposals, Committees, Projects, Archives, Forms, etc. *Handouts*.

Cut/copy Calls from new P&W

Check re CR/NCR

Check notebook: did I ever add new entries on ERES for Spring 2011??

Times/Days for me: Wed or Thur 11am Mon 5:15 pm Thur after 4pm?

Locations:

Campus: UC Food Court (find a table); PWed Center Lounge(s); ML study room;

Other: Buttercup; other café?