DIGITAL CLASSICS BOOKS
Submission Guidelines
Link: http://journals.ub.uni-heidelberg.de/index.php/dco/

All submissions, correspondence, and, if necessary, resubmission of a revised version are to be handled through the editors of DCB. Propylaeum-eBOOKS should only be contacted after prior consultation with the editors. The individual steps of the process are described below:

1. Submission of Book Proposals

Please send your book proposal to: digitalclassicsonline@uni-leipzig.de. You may submit your book proposal in any common format at first, since the typesetting – unless already done according to the specifications in section 2 – must be completed by the authors themselves (see section 2). The editors of DCB will collectively decide whether your proposal is fundamentally suitable for DCB. In the case of edited volumes, individual contributions may be rejected even if the volume is accepted in principle.

2. Typesetting

If the book is accepted for publication in DCB, the following steps apply:

1. **Propylaeum-eBOOKS requires a print-ready PDF file for free publication**. If print-on-demand is desired, a fee of €300 plus VAT per volume will be charged.
2. **A template for InDesign** is available from Propylaeum-eBOOKS, which can be used by you as the person responsible for the book or by a typesetter engaged by you. Alternatively, it is possible to try to replicate the book design using LaTeX or similar software. In any case, Propylaeum-eBOOKS expects professionally typeset files. Neither Propylaeum-eBOOKS nor the DCB editors are responsible for typesetting or repeated proofreading without compensation.
3. DCB has a **specific style sheet** that must be followed. It can be found here: https://journals.ub.uni-heidelberg.de/index.php/dco/dcb
4. The book must be **licensed under one of the Creative Commons licenses** (https://creativecommons.org/licenses/?lang=de, preferably CC-BY or CC-BY-SA), and the **publication agreement for Propylaeum-eBOOKS** must be completed. More information is available here: https://books.ub.uni-heidelberg.de/propylaeum/rights_and_licences

3. Proofreading

1. The persons responsible for the book send the PDF file, prepared according to the criteria in section 2, to the editor-in-chief and the managing editor responsible for editorial coordination.
2. The editor-in-chief and the managing editor review and check the PDF file.
3. If necessary, revisions are made by the responsible authors and the revised version is submitted again to the editor-in-chief and managing editor.

4. Book Processing with Propylaeum-eBOOKS

1. The editor-in-chief sends the final PDF to Propylaeum-eBOOKS and requests regular updates on the ongoing process.
2. Feedback from Propylaeum-eBOOKS regarding the PDF:

- o If there are no issues, proceed to step 4.
- o If there are issues, return to step 3.
3. Either: Revisions are made by the book's responsible editors Or (only by prior agreement with Propylaeum-eBOOKS): support is provided by Propylaeum-eBOOKS (subject to a processing fee).
4. Proof review by Propylaeum-eBOOKS, the responsible editors, and the editor-in-chief or managing editor for final approval.

5. Publication

As soon as the book is published online, you will be notified immediately.

If you have any further questions or issues, please contact: digitalclassicsonline@uni-leipzig.de