Publishing Peer-Reviewed Scholarly Podcasts (Resonate stream)

with Amplify Network and WLU Press

Please review the [Amplify Network mission](#) and [WLU Press' website](#) to ensure that your proposed podcast series is a good fit with us. Please also familiarise yourself with the important guidance and advice in Stacey Copeland and Hannah McGregor's *[A Guide to Academic Podcasting](#)*.

Initial Submission—the Proposal:

Podcast Proposal Submissions to the Amplify Editorial Board at amplifyingpodcasts@gmail.com

When describing your podcast, your proposal should include the following:

- **Description** of the proposed series, including: the series' genre, format, your aims, and its scope. Please see the section in *A Guide to Academic Podcasting* entitled 'Planning Your Content' for more guidance.
- **Intended audience(s)**: For podcasts in the Resonate stream, it is assumed that your central audience is a scholarly one. Please be specific about discipline(s), field(s).
- Discussion of your proposed series' **relationship to existing scholarship**. What are examples of comparable podcasts? What are examples of comparable scholarship in other forms? What is the contribution your podcast series will make to relevant published scholarship?
- Discussion of your series' **fit** with WLU Press' publishing programme.
- **Production Plan:** Discussion of **podcast structure and production details**, including:
    - Number of seasons, if more than one planned; please include rationale for multiple seasons
    - Number of episodes per season
    - Length of each episode (we recommend each episode *not* exceed one hour)
    - Structure of episodes
    - Proposed release schedule (e.g. one episode a week for eight weeks; two episodes a month for ten months)
    - Editing software used
    - If necessary, please include a discussion of any **specific production need(s)** *prior* to producing rough drafts of episodes, if not yet produced.
    - Anticipated **production schedule** of working drafts for Press editorial engagement.

- **Budget:** Podcasters are responsible for the costs of producing the podcast. The Press can assist podcasters in hiring a professional producer if need be. Provide details concerning your anticipated

budget and any need of production services-for-hire in your proposal. See the Podcast Budget Template in *A Guide to Academic Podcasting* for details.

- o Please note that, as with the publication of scholarly books, **publication subventions** are necessary in order to help university presses to offset some of the up-front costs of editorial and production work. This financial assistance helps to sustain our publishing programme. *Unlike* scholarly book publication, there is no existing publication subvention programme for publishers. As a result, scholarly podcasters are encouraged to look for sources of funding, with appropriate support from the Press in applying for such funds. Please contact the Senior Editor at the Press if you require guidance with respect to the publication subvention.

- ● **Sample Episode:** In addition to the material above, we would like to receive a **sample episode from the proposed podcast**. We will also accept sample episodes from previously produced podcasts, if your work on the proposed series has not yet begun.

Please note that, prior to submission for further editorial engagement, including peer review, a podcast series must be reasonably well polished, but with an understanding of the need to accommodate feedback from Amplify and the Press, which will be provided *before* peer review.

Podcast Submission for Peer Review:

The Amplify Network is overseen by its Co-Directors and its Editorial Board, who make recommendations to WLU Press regarding the podcasts to appear in Amplify's Resonate stream.

Once a podcast is determined to be ready for peer review by WLU Press, we require that the scholarly podcast be on exclusive offer to WLU Press for the duration of the editorial process.

Please submit the following materials for each episode:

- ● Draft episode audio (not final polished form, but in good shape for review and feedback)
    - o Submit your working session files (Hindenburg) and an exported stereo .wav
- ● Draft episode descriptions and references
    - o episode summary (typically 1-3 sentences)
    - o show notes (additional episode description with notes on podcast, guests, producers, music attributions, hyperlinks etc.)
    - o reference list (research texts, works cited)
- ● Signed informed consent forms for research subjects or signed interview subject agreement forms (you should have the originals on file). The Press can provide an interview subject agreement form. Scholarly podcasters must ensure that they have their institution's ethics board's approval regarding informed consent for research subjects for inclusion in the podcast series.

In due course, there will be further consultation and work with the Press' Senior Editor regarding a formal response to the peer review. Further revisions to each element of the podcast and final audio production will follow.

Post-Peer Review:

WLU Press Editorial Board presentation: As with the book manuscripts published under the WLU Press imprint, Amplify's Resonate stream of peer-reviewed scholarly podcasts will be presented by the Press' Senior Editor to the Editorial Board, comprised of scholars from WLU, from a cross-section of disciplines in which we publish. The Editorial Board will consider the podcast alongside its peer review dossier for a final determination regarding publication.

With the approval of the Press' Editorial Board, the Senior Editor will communicate further guidelines for the final preparation of files for publication.

Additional Visual Materials (to be prepared by the podcaster for publication):

In anticipation of publication, we request that podcasters also prepare additional visual materials as work continues over the course of time. These materials are important for the purposes of further distinguishing your podcast as unique and for the purposes of promotion. These materials include:

- 'Making of' images and videos
  - o Screenshots from your interviews, of locations, texts—images that helps to document and share your experience of working on the episode or the podcast
- Headshots/Photos of podcaster(s) and guests

As with our authors' book covers, podcast artwork will be created and produced by the Press, in consultation with podcasters.