## **Trotman Review Guidelines**

Once a review has been agreed between you and Trotman Indigo Publishing, and you have received the free copy of the book, then you will have 30 days to complete the review. These are the guidelines for the review that you will provide:

- The review framework will be sent to you as a google form which you will complete and return to Trotman.
- The first section of the review will ask you to rate the book overall, and also on several key aspects, such as 'potential to improve student outcomes' and 'Easy to use and understand'.
- The second section of the review will be where you will write the review itself. This review will have a short headline/title of 15 words maximum and the body of the text will be between 100-200 words.
- In the case that the book has attached online resources, Trotman Indigo will also require a review for these. A third section will appear on the google form if there are online resources. In this section you will be presented with a list of descriptors and be asked to select all that you believe apply to the online resources.

Once you have completed the google form, simply press 'submit' and your review will be submitted to us. When we have received your review we will be in touch.