

What is a Manuscript Assessment?

A **Manuscript Assessment** (sometimes known as a 'structural' or 'substantive' edit) looks at the overall structure, content and style of your manuscript.

This may include things like plot, character, point of view, pace, writing style, narrative, dialogue, presentation, length, use of research, readership, marketing or publishing possibilities.

Manuscript Assessments differ from copy editing or proofreading. These tend to look in detail at the accuracy of things like spelling, grammar and punctuation, while a Manuscript Assessment will give you professional advice on the big picture.

A manuscript assessment may tell you that your work needs some editing or proofreading, but it won't provide this service for you.

Writers Victoria also offers **Publisher Submission Appraisals** for writers preparing to submit their manuscript to a publisher. Publisher Submission Appraisals provide feedback on up to 6,000 words of your manuscript, as well as on your one-page synopsis and cover letter.

Writers Victoria works with a team of authors, editors and writing tutors to make sure your manuscript is read by someone with expertise in your area. They assess novels, short stories, memoir, poetry, children's picture books, romance, non-fiction, theatre scripts and more.

After your Manuscript Assessment, you can ask to meet up with your assessor for a 90-minute **Post-Assessment Consultation**. This will be a separate, optional service with its own fee. Your assessor will let you know whether they think a follow-up consultation would be beneficial.

Why get a Manuscript Assessment?

Manuscript Assessments give you an objective opinion of your work that comes from an experienced industry professional.

They help you make it the best manuscript it can be, whether you want to share your story with your family, self-publish your own book, or submit it to a commercial publisher.

What to expect

The cost of getting a Manuscript Assessment or Publisher Submission Appraisal starts from just \$340 (see below for our full price list).

Once you have booked and paid for your assessment or appraisal, we will ask you to send us your manuscript and a one-page synopsis (plus a cover letter to your potential publisher if you've booked a Publisher Submission Appraisal).

You can either ask for a general assessment or for one that looks at a few areas in particular.

We prefer that our assessments and appraisals are anonymous. You can, however, find a list of some of the Manuscript Assessors we work with on our website. You are welcome to request an assessment from one of them in particular (pending availability) – in this case, we will forego anonymity.

You are welcome to submit a complete **or** a partial manuscript, but please keep in mind that an assessment of an incomplete manuscript will be limited in the feedback it can give regarding ending and overall structure.

Once your manuscript has been assigned to an assessor, your assessment will be completed within four to six weeks and emailed to you.

The report will include: an overall assessment of your manuscript; an overview of its strengths and weaknesses; feedback on any particular focus areas you asked the assessor to look at; and any suggestions for improvement. It may also include suggestions for other relevant books, courses or opportunities.

After a Post-Assessment Consultation, any further contact or mentoring between author and assessor can be arranged through Writers Victoria.

A Manuscript Assessment gives objective, professional feedback from an industry expert who is unconnected with your work. Because of this, we recommend that your assessor **not** be the first person to read your manuscript. An assessment is most beneficial when it comes at the later stages of your drafting, after you've first received feedback from your peers (e.g. a writing group).

Terms and conditions

The industry standard for published manuscripts is 80,000 words. If you wish to submit a manuscript of over 120,000 words for assessment, please contact us first to see if this will be possible.

- Writers Victoria prefers that manuscripts are submitted in Word format via email. If you would like to submit a printed manuscript, it must be unbound, typed in 12-point font and printed clearly on one side of A4 paper, with lines double-spaced (or 1.5-line spacing for poetry) and numbered pages.
- Do not submit the original or only copy of your manuscript.
- Once your manuscript has been assigned to an assessor, your assessment will be completed within four to six weeks.
- Manuscript Assessment reports are between 2,000-2,500 words long. (Assessments of children's picture books are 1,500-2,000 words long.) Publisher Submission Appraisal reports are approximately 1,000 words long. The assessor may also annotate a part of your manuscript for demonstration purposes, but this is not a regular part of the service.
- Whether or not a Manuscript Assessor wishes to be identified and/or wishes to undertake a Post-Assessment Consultation is entirely at their discretion. If you do not want an anonymous assessor, you are welcome to request an assessment from one of them in particular (pending availability).
- Post-Assessment Consultations should take place within two months of the assessment or appraisal.
- Post-Assessment Consultations and mentoring meetings must take place at the Wheeler Centre, by Skype or phone (unless another neutral, professional space is agreed on in advance with Writers Victoria).
- The author's copyright over their manuscript will be respected.
- Copyright of assessors' reports remains with the assessors and they cannot be published or otherwise used without approval.
- Any further contact or mentoring between author and assessor must be arranged through Writers Victoria.
- Writers Victoria reserves the right to decline manuscripts and payments at its sole discretion without further correspondence.
- Receiving a Manuscript Assessment does not guarantee publication of your writing. An assessment may help you polish your work for submission to a commercial publisher, but it will not directly impact your chances of publication. Neither assessors nor Writers Victoria are able to approach publishers on your behalf.

Please note that, to book an assessment, all you need to do is submit this filled-out form to services@writersvictoria.org.au. You do **not** need to submit your manuscript or synopsis at this stage. Once we have received your booking form and processed your payment, we will contact you with information about how to submit your manuscript for assessment.

Manuscript Assessments and Publisher Submission Appraisals

Name:		
Postal address:		
Suburb:	State:	Postcode:
Phone:	Email:	
Title of manuscript:		
Genre:		Word count:
Specific areas of focus for the assessment (if relevant):		
Aspirations (family record / self-publishing / commercial publishing / etc.):		
Potential audiences and markets (if known):		

Manuscript Assessments and Publisher Submission Appraisals

To take advantage of our members' discount, join Writers Victoria at www.writersvictoria.org.au/membership/join

Type and length of manuscript to be assessed		WV member		Non-member	
Suite of poetry	Up to 1,000 lines	<input type="checkbox"/>	\$530	<input type="checkbox"/>	\$680
	Between 1,000 and 2,000 lines	<input type="checkbox"/>	\$850	<input type="checkbox"/>	\$1,100
Script	Up to 30 pages	<input type="checkbox"/>	\$350	<input type="checkbox"/>	\$450
	Between 30 and 60 pages	<input type="checkbox"/>	\$480	<input type="checkbox"/>	\$615
	Between 60 and 120 pages	<input type="checkbox"/>	\$755	<input type="checkbox"/>	\$970
Children's picture book MS	Up to 250 words	<input type="checkbox"/>	\$275	<input type="checkbox"/>	\$350
Prose Manuscript (fiction or nonfiction)	Up to 10,000 words, plus synopsis	<input type="checkbox"/>	\$315	<input type="checkbox"/>	\$405
	Between 10,000 and 20,000 words	<input type="checkbox"/>	\$430	<input type="checkbox"/>	\$550
	Between 20,000 and 30,000 words	<input type="checkbox"/>	\$550	<input type="checkbox"/>	\$700
	Between 30,000 and 40,000 words	<input type="checkbox"/>	\$660	<input type="checkbox"/>	\$845
	Between 40,000 and 50,000 words	<input type="checkbox"/>	\$770	<input type="checkbox"/>	\$985
	Between 50,000 and 60,000 words	<input type="checkbox"/>	\$890	<input type="checkbox"/>	\$1,140
	Between 60,000 and 70,000 words	<input type="checkbox"/>	\$1,000	<input type="checkbox"/>	\$1,280
	Between 70,000 and 80,000 words	<input type="checkbox"/>	\$1,110	<input type="checkbox"/>	\$1,420
	Between 80,000 and 90,000 words	<input type="checkbox"/>	\$1,230	<input type="checkbox"/>	\$1,575
	Between 90,000 and 100,000 words	<input type="checkbox"/>	\$1,350	<input type="checkbox"/>	\$1,730
	Between 100,000 and 120,000 words	<input type="checkbox"/>	\$1,575	<input type="checkbox"/>	\$2,020
Publisher Submission Appraisal	For sample up to 6,000 words, synopsis, and cover letter	<input type="checkbox"/>	\$370	<input type="checkbox"/>	\$420
TOTAL					

- I agree to the above Terms and Conditions. (Please tick, or we will be unable to process your booking.)
 Yes, I would like to work with an assessor who does Post-Assessment Consultations.

Manuscript Assessments and Publisher Submission Appraisals

(Note: We will not book or take payment for your Post-Assessment Consultation until after your assessment or appraisal. This question is to make sure we match you with an appropriate assessor).

Content Warnings

Before completing this booking form, please consider the thematic content of your manuscript and if any elements may potentially be a triggering to readers. This may include a combination of themes or scenes of which your assessor may not be aware before they start reading your MS.

Content disclosures will not be used as a reason to reject or discriminate in any way against the work of author of the manuscript.

Content, topics and details that require warnings can include, but are not limited to, the examples below. Please tick any that you think may be relevant to your work.

Violence
<input type="checkbox"/> General violence
<input type="checkbox"/> Racialised violence
<input type="checkbox"/> Sectarian/religious violence
<input type="checkbox"/> Domestic abuse
<input type="checkbox"/> Violence against women
<input type="checkbox"/> Child abuse/violence against children
<input type="checkbox"/> Animal cruelty
<input type="checkbox"/> LGBTQIA+ violence

Sex
<input type="checkbox"/> Explicit/graphic sexual content
<input type="checkbox"/> Sexual violence
<input type="checkbox"/> Consensual sexual violence
<input type="checkbox"/> Non-consensual sexual violence
<input type="checkbox"/> Kink communities
<input type="checkbox"/> Paedophilia

Marginalised Communities
<input type="checkbox"/> First Nations
<input type="checkbox"/> People of Colour
<input type="checkbox"/> Disability
<input type="checkbox"/> Mental health
<input type="checkbox"/> LGBTQIA+
<input type="checkbox"/> Low socio-economic backgrounds
<input type="checkbox"/> Other (please specify):

Trauma
<input type="checkbox"/> War
<input type="checkbox"/> Prison
<input type="checkbox"/> Detention
<input type="checkbox"/> Illness
<input type="checkbox"/> Police brutality
<input type="checkbox"/> Racial discrimination
<input type="checkbox"/> Institutional abuse
<input type="checkbox"/> Torture
<input type="checkbox"/> Suicide
<input type="checkbox"/> Refugee or asylum experiences
<input type="checkbox"/> Miscarriage/infant loss
<input type="checkbox"/> Other (please specify):

Please add any additional information: