



FORM

PLANNING FOR TECHNICAL PUBLICATIONS

Based on article 16, item 16.1 that points out: “*The parties interested in producing a publication must present the electronic version of the manuscript to the corresponding IICA Director, in the case of Headquarters, or the corresponding Representative, in the case of a member country. If authorization to begin the process is granted, the Publications Committee is to be informed.*”, **the Committee** prepared the following form on the interest to facilitate communication on publishing proceedings.

Sent to Publications Committee on date: ___/___/_____

Name of the unit promoting the manuscript: _____

Name of the publication: _____

Name of the author (it is) or collaborators: _____

A contract has been formalized with author? Yes ___ **No** ___ **IICA Author:** ___

To what type of market reader is directed the publication? (Target group)

Number of copies that are going to be publish: _____

Technical readers identified for the review of the material:

Is the publication going to be market?

- Yes, indeed ___ *How would be marketing carried out?* _____

- It would not be marketed ___

Contact/Staff Member of IICA responsible for the publication: _____

Estimated date for printed or digital reproduction: ___/___/_____