



## Submitting Books to the National Multiple Sclerosis Society BOOK REVIEW PROCESS FOR THE ONLINE MULTIMEDIA LIBRARY

### OVERVIEW

The mission of the National Multiple Sclerosis Society is to mobilize people and resources to drive research for a cure and to address the challenges of everyone living with MS. Part of addressing the challenges of everyone with MS is providing information on disease management and coping. The National MS Society maintains the largest collection of MS information in the world. Literature comprises the majority of that collection and includes Society published brochures, professional education publications, and materials published by the community at large.

The Society receives a large number of requests by authors asking to have their books included in our online multimedia library [nationalMSSociety.org/multimedia-library/books/index.aspx](http://nationalMSSociety.org/multimedia-library/books/index.aspx). The Society reviews a small number of books on an annual basis. A work team comprised of Society staff and key volunteers have established the following guidelines and procedures for submitting books to the Society for review.

### BOOK REVIEW PROCESS

**Criteria:** Books to be considered for inclusion in the Society's online Multimedia Library should align with the Society's organizational values, inspire hope and address the challenges of living with MS with an overall positive theme.

Books submitted for consideration should provide information in one of the following areas relevant to people living with MS and must increase knowledge or improve quality of life.

- MS Knowledge (i.e. disease information, epidemiology, etiology, history, research)
- Healthy Living and Symptom Management
- Family and Carepartners
- Employment, Insurance and Financial Planning
- Children's Books

***Autobiographies and personal stories are not subject for review. All authors are welcome to post their books on the Get Involved Forum at [msconnection.org/Discussions/f34/Get-Involved](http://msconnection.org/Discussions/f34/Get-Involved).***

Books will not be considered for a full review if they:

- Include promotion of unproven theories
- Endorse a political party or candidate
- Present conflict (depression, negative tone) without resolution
- Are not readable
- Portray traditional medical practices in an overly negative way
- Promote conspiracy theories
- Claim to have the cure for MS
- Include misinformation or claims not accepted by the medical community
- Contain explicit or implied promotion of individuals, organizations, products or theories
- Include recommendations that do not support Society policies (such as suicide)
- Include recommendations that are not realistic or relevant
- Are self-published- not edited and published through mainstream publishing house
- Were published more than 5 years ago

Please note, the Society will not purchase copies of books or distribute books to chapters.

TIMELINE:

Books will be reviewed quarterly. The submission deadlines are as follows:

October 1

January 2

April 1

July 1

Authors (or their publisher) will receive a confirmation email acknowledging receipt of their book. Determinations on whether a book will be reviewed will be made by the end of that review cycle. If the book is approved, the author (or publisher) will be notified and a brief summary of the book with relevant links will be posted on the Society's online Multimedia Library.

If an author/publisher does not hear from a Society representative within four months of receiving notification that the book was received, it means the book did not meet the criteria for a full review. Books that are not reviewed will be donated to a local library. Authors are always welcome to post their books on the Get Involved Forum at [msconnection.org/Discussions/f34/Get-Involved](https://msconnection.org/Discussions/f34/Get-Involved).

## SUBMITTING BOOKS

To submit a book for consideration, please send one copy , contact information and a brief bio of the author to:

Heather Webb-Jones  
Programs & Services Department  
National Multiple Sclerosis Society  
Broadway Station  
900 South Broadway  
Suite 200  
Denver, CO 80209

For questions regarding your submission, please contact Doris Lill at (303) 698-6100 ext. 15167 or [Doris.Lill@nmss.org](mailto:Doris.Lill@nmss.org).