



## Information for Readers

Thank you so much for applying to be a volunteer reader for the 2024 Highland Book Prize. Your input will help our judges develop a comprehensive longlist identifying those titles which will ultimately be shortlisted. The winner will be announced in August/September 2025.

- July – September                      Reading period
- January 2025                              Longlist announced
- May 2025                                      Shortlist announced
- August/September 2025              Winner announced

## Receiving your books

You will receive an email from us with a link to download your books as digital files. We will send as PDF and as an epub file (compatible with Kindle). We will also send guidance for uploading the files to Kindle should you need it.

Please download your books and save them within 5 days of receiving the email as the link may expire. Please contact us with any queries.

## Reporting on your books

We would like you to read your allocation and complete a pro-forma report for each one.

**Please return your reports to us as soon they are completed, and no later than 5pm on 1<sup>st</sup> October 2024. Form can be returned by email to [highlandbookprize@moniackmhor.org.uk](mailto:highlandbookprize@moniackmhor.org.uk)**

While reading your allocated titles, we would like you to consider the work over five broad areas:



- Literary Merit
- Content/Subject Matter
- Structure/Plot
- Representation/content referring to the Highland landscape and/or cultural heritage
  - PLEASE NOTE: If the book is submitted because the author was born in, or lives in the Highlands, rather than because it has Highland content, this may be 0. We will allow for this when compiling scores.
- Enjoyment

**Please score the work from 0 (low score, indicating poor or low level of skill) to 10 (high score, demonstrating a high or very accomplished ability), and then give a summary of your reasons for the score you have arrived at. We suggest this should be between 50-150 words.**

Your scores are collated with all readers for each book, and it is these combined scores that rank the submissions and create the longlist for the judging panel to review. The comments help us to understand how you arrived at each score and can be extremely helpful to the judges through the later stage of the process.

If you need any clarification or additional information to help you to complete your reports, please don't hesitate to get in touch with us at

[highlandbookprize@moniackmhor.org.uk](mailto:highlandbookprize@moniackmhor.org.uk).

**Reader contract below**



### **Readers' Contract**

This is a contract between you and Moniack Mhor.

This is to confirm that Moniack Mhor Writers' Centre,

Teavarran, Kiltarlity,

Beauly, Inverness-shire, IV4 7HT

has arranged for you to undertake reading the attached books which have been entered for the 2024 Highland Book Prize and **completing a report form for each of these books**. We may also need to discuss your reports with you once they have been returned to us.

**As a Volunteer Reader for 2024 The Highland Book Prize, you understand and agree:**

1. To undertake the above work, returning your completed reports **as soon as they are complete** and no later than **5pm on 1<sup>st</sup> October 2nd 2024**.
2. **To not share or in any way distribute the reading material with which you're provided** and have an understanding that the material and any relating correspondence about the prize must be kept confidential.
3. In the event that you are unable to fulfil your obligations as Volunteer Reader for 2024 The Highland Book Prize, you must let us know as soon as possible so that we can appoint an alternative Volunteer Reader in your place.
4. The titles which you are requested to read will be emailed to you as PDFs or eBooks during July, August, and September 2024.
5. We may need to speak to you to discuss your reports during October/November.
6. Should you require any additional support to fulfil your obligations as Volunteer Reader, please contact us on 01463 741 675 or by email to [highlandbookprize@moniackmhor.org.uk](mailto:highlandbookprize@moniackmhor.org.uk)

**Thank you for agreeing to act as a Volunteer Reader for the 2024 The Highland Book Prize. We greatly appreciate the time you have committed to making it a success.**

**To confirm you agree to this contract, please click 'Yes, I agree' in our [Reader Contract Form here](#). [<https://forms.office.com/e/kSAyUbU1gU>] Thank you if you have already completed this form.**