The last 2019–20 academic year has been a full one for Publications. On top of business as usual (which is already enough to keep us busy past our graves), Publications was tasked with two centennial publications and two grant-funded publications, also making new efforts to employ means of reducing the time manuscripts spend in the queue.

The two centennial publications, as initially described in last year’s annual report, took up most of the 2018–19 academic year but also a good chunk of the 2019–20 academic year. The first is a hardcover redesign of the OI’s museum guide, now with a new layout and updated images: 100 Highlights of the Collections of the Oriental Institute Museum (Jean M. Evans, Jack Green, and Emily Teeter, eds.). The second, more demanding of the two, is a history and celebration of the OI’s last hundred years and has sixty-two contributors, over four hundred pages, nearly six hundred images, and is the first OI publication of this nature: Discovering New Pasts: The OI at 100 (Theo van den Hout, ed.).

Two grant-funded publications got bumped to the front of the queue due to grant deadlines and are very nearly done, one already at press: Afghanistan’s Heritage: Restoring Spirit and Stone (Photographs by Robert Nickelsberg; Tim McGirk, ed.), Pashto translation; and Antoin Sevruguin: Past & Present (Tasha Vorderstrasse, ed. OIMP 40). The latter, which will be accompanied by a forthcoming exhibition, publishes for the first time the OI Museum’s complete collection of nineteenth-century Iranian photographs, most of which were created by Sevruguin.

Despite the extra work involved to complete last year’s special projects above, Publications still published fourteen titles, has an additional three titles at press, and reprinted three publications. Included was the publication of the Annual Report, four issues of News & Notes, and the Chicago House Bulletin. Copy editing continues with museum labels, brochures, lecture series fliers, eTablet emails, and other notices. Publi-
The 2020 postdoctoral seminar poster.

RESEARCH SUPPORT | PUBLICATIONS OFFICE

The 2020 postdoctoral seminar poster. Cations also manages the printed material for the postdoctoral seminar, which includes copy editing and designing the program and poster and producing the name badges, informational packets, and miscellanea. The seminar for this last year was titled Sealing Theories and Practices in the Ancient Near East, organized by Delphine Poinsot (program, schedule, speaker abstracts and bios, and other information available here: oi.uchicago.edu/research/symposia/2020.html). Additionally, book proceedings from the seminar will be published. A good amount of time continues to be spent assisting the Chicago Demotic Dictionary (CDD) and the Chicago Hittite Dictionary (CHD) as well.

REDUCING THE QUEUE

While centennial and grant publications took up significant time over the last two academic years, Publications is looking forward to getting back to business as usual and working through the queue. Publications continually looks for ways to reduce the time manuscripts spend in the queue and has made several new efforts this last year.

All manuscripts, post review and publication approval, are copy edited by two people and then formatted in InDesign before being sent to press. After author proofing, images are also formatted and laid out. With only two full-time staff, it can take some time for a manuscript to go through this process. However, in the last year Publications has looked into the possibility of hiring contract copy editors to help with the editing process, contingent on authors providing subventions. Several authors have taken advantage of this, and it has already proven successful.

Word and InDesign templates continue to be utilized, but authors are now being asked to put manuscripts into the Word templates themselves, which reduces publication time significantly. The Word templates are available online for authors to download: oi.uchicago.edu/research/oriental-institute-publications-office. Additionally, authors are responsible for making sure that their manuscript adheres to Chicago Manual of Style and that their images are formatted for press. Authors can consult our submission guidelines for more information: oi.uchicago.edu/sites/oi.uchicago.edu/files/uploads/shared/docs/Publications/Guidelines/OI%20Manuscript%20Submission%20Guidelines.pdf.

We are hopeful that the above measures can help to reduce the queue in addition to: template improvements, Publications cutting back on projects that are not directly related to the publication of manuscripts, and a reduction of manuscripts accepted for publication.

STAFF

Full-time staff includes Charissa Johnson (fourth year), managing editor, and Steven Townshend (second year). Part-time staff includes assistant editors Rebecca Cain (eleventh year), Emily Smith (sixth year), and Alexandra Cornacchia (fourth year). Alexandra Witsell (fourth year) continues contracted work on Nippur VI: The Inanna Temple (OIP 145). Mike Ramberg, a volunteer last year, has
taken a work-study position in Publications and is helping to put our manuscripts into Word templates to expedite publication.

While Thomas Urban retired in 2018, he agreed to continue working part-time on the Chicago Assyrian, Hittite, and Demotic Dictionaries. On his birthday this last July, he officially retired from this work as well. Over the course of thirty-three years, Tom has edited 481 books, prepared 76 dictionary (CAD, CHD, CDD) volumes, printed 210 News & Notes, and overseen 27 Annual Reports. Publications will miss his presence, wit, and kindness!

With COVID-19, all have transitioned to working from home, and due to the nature of publications and the hard work of each person involved, this has gone smoothly. I am constantly grateful for their efforts, expertise, support, and good humor. Thank you all for your hard work. I really couldn’t ask for a better team!

SALES

The bulk of OI book distribution is handled by ISD Book Distribution. UK and Europe sales are handled by University of Exeter Press. A limited number of titles are also available for in-house sales through the Suq museum gift shop.

For book order information, please contact:

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Members of the OI receive a 20% discount on all titles.
To receive the member discount, send an email to oi-membership@uchicago.edu for the discount code.

ELECTRONIC PUBLICATIONS

The Publications Office continues to upload PDFs of new publications simultaneously with the release of corresponding printed titles. Downloads of printed materials remain complimentary. To access the complete catalog of OI titles, which includes Annual Reports, News & Notes, and Chicago House Bulletins, please visit: oi.uchicago.edu/research/catalog-publications.
TITLES PUBLISHED
(JULY 2019—PRESENT)

In print and/or online

1. *100 Highlights of the Collections of the Oriental Institute Museum*. Edited by Jean M. Evans, Jack Green, and Emily Teeter. Miscellaneous.


Reprinted


16. *Visible Language: Inventions of Writing in the Ancient Middle East and Beyond*. Edited by Christopher Woods, with Emily Teeter and Geoff Emberling. OIMP 32.


Left: A handful of the titles produced during the 2019–20 year.
At press


Additional projects


Volumes in preparation


**In review**


**Backlog**


**Ongoing**


25. *The Hittite Dictionary of the Oriental Institute of the University of Chicago*. Edited by Theo van den Hout. CHD.