

UNIMAS/NC-28.02/09-01 JLD 4 (24)

22 October 2024

Dear Dr Kristianus,

Appointment as a Book Editor for the SDG 11 Book Project (Digitalisation and Sustainability)

We are pleased to appoint you as the Editor for the SDG 11 Book Chapter Project (Digitalisation and Sustainability).

The terms of reference for your appointment are as follows:

1. Review and edit the manuscripts submitted for the book theme for clarity, style, and coherence.
2. Correct grammatical errors and ensure consistency in formatting and tone.
3. Collaborate with authors and other team members to enhance content quality.
4. Meet project deadlines and deliver edits in a timely manner.

The appointment is to take place as soon as you accept. Editors are given **four weeks** to complete their book editing, **starting from the appointment date**.

Please maintain the confidentiality of the content provided during the editing process. Works produced as part of this project will remain the intellectual property of the authors and UNIMAS Publisher, Universiti Malaysia Sarawak.

We are confident that your expertise will bring great value to the book project, and we look forward to a fruitful collaboration. Please signify your acceptance of this appointment by signing and returning the form attached with this letter.

If you have any questions or require further clarification, feel free to contact me at mernisa@unimas.my or at +6019232 6481.

Thank you, and welcome aboard!

Yours sincerely,



Dr Dilah bin Tuah

Dean

Cc : Dr Ernisa Marzuki
Editor-in-chief

ACCEPTANCE FORM

Accepting the appointment as the Book Editor for the SDG 11 Book Chapter Project

I,hereby accept/not accept the appointment as the Book Editor for the SDG 11 Book Chapter Project (Digitalisation And Sustainability).

I will do my best to ensure that all the terms of reference are followed.

Thank you.

Signature :

Name :

Institute :