**FOSTER Book Sprint - Author Guide**

MISSION

* Create an educational handbook focused on practical teaching of Open Science in order to support trainers in organising their own sessions.
* The handbook will be supportive, easy to read & entertaining.

CONTENT/OBJECTIVES OF THE HANDBOOK

* Guide trainers how to spread the idea of Open Science most effectively.
* Instruct & inspire trainers how to create high quality & engaging trainings.
* Address challenges & give solutions.
* Bring together methods, techniques & practices.
* Include best practices, background information & exemplary training outlines.
* Present possibilities on how to organise trainings.
* Add checklists & glossaries.

PRACTICAL ADVICE FOR WRITING

* Use simple language.
* Write short texts.
* Structure chapters with subheadings & short paragraphs.
* You are writing the handbook together, feel confident to comment & edit everything.
* You are free to take notes in a separate tool or on paper, but our appeal is that you just directly write in the collaborative tool and share your drafts and first thoughts with your colleagues. This is how everyone can add ideas and the process gets truly collaborative.
* We have the unique chance to take the time and write a book together. Let’s focus on writing during the day and try to move all other noises (e.g. emails, work, social media) to the evenings.
* Last but not least, it’s your book you are the ones who decide.