

ECOSYSTEMS OF LEADERSHIP

Planning and Outlining an Academic Book

UCL Institute of Education



OVERVIEW & OBJECTIVES

- Professor Walker was studying the ecosystems of leadership and planning to write a book on his observations and findings
- The project would organize these notes into a detailed outline prepared for writing, and ultimately, publication

CONCLUSIONS & NEXT STEPS

- Successfully created a cohesive and detailed outline
 - Major component of the book proposal completed
- Next steps:
 - Identify the chapter most ready to be written
 - Edit and refine chapter as a writing sample
 - Fill out proposal template and submit

REFLECTIONS

- Learned the process of researching and writing a nonfiction book
- Takeaways
 - Balancing complex research with relatable personal anecdotes
 - Finding gaps in current research to expand on
 - Being accepting of change and flexible + not deleting any notes
 - Keeping accountability within a team setting
- Suggestions
 - Spend more time on finding and inspecting supporting research
 - Developing anecdotes further
- Thank you to Professor Walker! Good luck!

METHODOLOGY



1

2

3

4

5

DETERMINE DELIVERABLES

- Analysis of proposal requirements across publishing houses
- Key elements:
 - Subject area
 - Summary
 - Keywords,
 - Target audience
 - Sample chapters
 - *Detailed Outline*

ORDER PRIMARY SECTIONS

- Select sequence of theoretical framework
- Criteria prioritized logical progression
- Final order:
 - 1: Strategy,
 - 2: Systems and Procedures
 - 3: Culture
 - 4: People

ORGANIZE NOTES

- Manually sort each note from larger document into four documents (one for each section)
- Sort by subtopic in each individual document
- Provides basis for further research

DEVELOP EACH SECTION

- Use three main sources for research
 - Relevant anecdotes (from professor, other leaders, quotes)
 - Academic papers and articles
 - Leadership courses (Corndel, ULP)

CONSTRUCT OUTLINE

- Create main statements /themes for each section
 - Collect paragraphs with quotes + research + story
- Group statements into subtopics
- Constructed final outline