GUIDELINES FOR BOOK REVIEW AUTHORS

PIDS publishes book reviews of approximately 1000 words in length that discuss the book and its contribution to the field in general. Occasionally reviews will be edited to fit available space.

General observations

1. Please focus on the book’s argument. Avoid lengthy blow-by-blow descriptions of the book’s content. 2. If you quote from the book, or refer to a section, please mention which page or page numbers (e.g. pp. 3-4, p. 23). 3. Please do write about the book’s subject in general, perhaps referring to its importance and how the book complements the field. 4. Refer to the book’s structure briefly, avoiding sentences such as “In Chapter 1…”, or “This is followed by Chapter 2 which…”, etc. 5. Please do give your candid opinions about the book. 6. Indicate the potential readership.

Style notes

In what follows, CAPITAL LETTERS indicate the most common style failings.

☐ All reviews should be preceded by full publications details EXACTLY in the following form:


☐ It is the REVIEWER’S RESPONSIBILITY to find out book prices, All authors (no et al.), ISBN numbers and so on, if they do not appear in the book to be reviewed.

☐ Reviews should be typed, DOUBLE-SPACED, with ample margins. The right-hand margin should not be justified, nor should proportional fonts be used.

☐ Please give your affiliation and name as you wish them to appear in the journal at the end of the book review RANGED RIGHT.

☐ Use ITALICS for emphasis very sparingly and avoid excessive CAPITALIZATION. For titles of books and articles, capitals should be used for the initial letter of the first word only. For the titles of journals and series, the initial letter of all principle words should be capitalized.

☐ ABBREVIATIONS: the initial letter of abbreviations should be typed with no full point (e.g., UK, USA, UNESCO, BBC). Abbreviations in which the last letter of the abbreviation is the same as the last letter of the word should also have no full point (e.g., Mr, St, BUT no., str., etc.). Render per cent as % unless at the beginning of a sentence.
- Use SINGLE QUOTATION MARKS AT ALL TIMES, except quotations within quotations, which should be double within single.


- NUMBERS: adopt a rule that all numbers under 10 should be spelt out in letters except where attached to a unit of quantity (e.g., 1 mm or 3 kg), and that all numbers of 10 or more should be rendered in digits except where the context makes this awkward (e.g., use spelt-out forms at the beginning of a sentence).

- Use SI Units.

- Use ‘z’ not ‘s’ where there is an alternative, and in general follow the first variant given by the Shorter Oxford English Dictionary (e.g., realize, idealize, analyse, advertise).

- REFERENCES should follow the Harvard system. In the typescript references should be indicated by giving the author’s name and the year of publication (with page references where necessary). The references should be listed in full at the END OF THE BOOK REVIEW double-spaced and in alphabetical order.

**Submission of reviews**

Please submit your review by email, indicating the word count: c.locke@uea.ac.uk

Thank you

Catherine Locke
School of International Development
Faculty of Social Sciences
University of East Anglia