

Book reviews guidelines

1. The aim of the section 'Critical books review' is to review the most important new publications in the world of communication and particularly in the field of broadcasting.
 2. Reviews must be original and previously unpublished.
 3. Reviews must be adequate for readers to get a general idea of the content of the book under review, as well as providing a personal assessment of its interest. The review must therefore contain a description and analysis of the book, as well as some conclusions indicating its value and importance to readers.
 4. The recommended length for reviews is around 1,000 words, not exceeding 1,300 words in any case.
 5. Reviewed books must be contemporary, i.e. they must have been published during the last two full calendar years, although an earlier book may be included if duly justified.
 6. The review must be given a title that summarises its content, with the bibliographical details and the author of the review below, including his or her position and the institution to which he or she belongs.
 7. The model used for citing the bibliography must follow the criteria given by TERM CAT, which may be consulted at: <http://www.termcat.cat/productes/documents/citaciobiblio.pdf>
- Exemple:
- DE MORAGAS, M.; PRADO, E. *La televisió pública a l'era digital*. 1a ed. Barcelona: Pòrtic, 2000. (Col·lecció Centre d'Investigació de la Comunicació; 4). 350 p. ISBN 84-7306-617-0
8. The author should be introduced briefly by commenting on his or her background or most recent work.
 9. The most important part of the review is the summary and analysis of the content. Here it is necessary to explain the field in which the book is placed, the perspective adopted by the author, the goals the author sets him or herself and the fundamental thesis of the book and how it is developed.
 10. The critical evaluation should be generally positive but negative comments can also be included, in both cases suitable arguments being required. Readers must be informed regarding the value, interest and usefulness of the book under review. If relevant, other details can also be included, such as the use of sources, documentation, the bibliography used by the author, the book's formal presentation, etc.
 11. Any possible references to text from the book under review must be written in inverted commas, with the page number afterwards, in brackets.

Exemple: "Xxxxx xxx xxxxx xxxx" (p. 45).
 12. Bibliographical references to third parties cited in the text of the book under review must use the following model: (Surname year, p. for page number)

Exemple: (Hunt 1997, p. 251).
 13. Bibliographical references from other works quoted in the review must be contained in full at the end, using the same format as the initial bibliographical reference but excluding the ISBN.
 14. The review must be sent digitally, in Word or Word RTF, to the following email address: critica.cac@gencat.cat
 15. The book review editor will evaluate every submitted review, in order to approve its publication or ask for some modification for his definitive publication
 16. Reviews may be written in Catalan, Spanish, English or French. However, they will be published on paper in Catalan and, in PDF format, in English and Spanish on the CAC website.
 17. After a review has been accepted, the author must authorise the CAC to publish his or her review in any of its written publications and on its website, by means of a signed letter sent by post.