

## 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 Reviews must be original and previously unpublished.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 TERMCAT, which may be consulted at: <http://www.termcat.cat/docs/docs/Bibliografia.pdf>  
[in Catalan]  
LAST NAME; INITIAL/INSTITUTION. *Title*. Edition. Place of edition: Publisher, year. Volume. (Collection, number). ISBN number
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. "Quote" (p.XX)
12. Bibliographical references to third parties cited in the text of the book under review must use the following model: (Last name year, page number)
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: [quadernsdelcac@gencat.cat](mailto:quadernsdelcac@gencat.cat)
15. The book review editor will evaluate every submitted review, in order to approve its publication or ask for some modification for its definitive publication
16. Reviews may be written in Catalan, Spanish or English and will be published on these three languages on the CAC website in PDF format.
17. After a review has been accepted, the author must authorise the CAC to publish his/her review in any of its written publications and on its website (<<http://www.cac.cat>>), by means of a signed letter. In the letter the author must confirm that the article is original, unpublished and is not assessed in other publications, being the author responsible of any claim due to the non-fulfilment of this warranty. Letters should be addressed by e-mail to [quadernsdelcac@gencat.cat](mailto:quadernsdelcac@gencat.cat) or by post mail to:  
*Quaderns del CAC*  
Consell de l'Audiovisual de Catalunya  
Carrer dels Vergós, 36-42  
08017 Barcelona