

Archaeological Review from Cambridge **Guidelines for Book Reviewers**

Why should I review a book for ARC?

Book reviews are often the first opportunity a graduate student has to publish his or her work. For the more experienced, book reviews offer an opportunity to engage in current debates within your discipline. In addition, they are great CV builders, and you may keep the copy you review.

How do I choose a book to review?

The Book Reviews Editor (reviews.archreviewcam@gmail.com), will circulate a list of available books for review periodically. You are also welcome to contact us at any time if there is a book published in the last two years which is of particular interest to you. In such cases, the Book Reviews Editor may be able to request a review copy for you from the publishers. We are always interested in suggestions, and all are encouraged to make specific or general requests. Under no circumstances should reviews be submitted without prior consultation with the Book Reviews Editor.

What is the required length of a review?

Reviews may vary in length and analytical depth. Based on their length and depth, reviews may be categorised as a 'Book Note,' 'Book Review' or 'Review Article' (see below). ARC accepts all of these forms, although the majority of contributions are of the Book Review variety. When discussing the possibility of a review, reviewers should establish the type of contribution with the Book Reviews Editor.

A *Book Note* is approximately 750 words long. This form should be used in situations in which the subject publication itself is short.

A *Book Review* must not exceed 1500 words. The passage should outline the contents or thesis of the volume, place it within its academic context, and critique it in terms of content, editing, presentation and contribution.

A *Review Article* must not exceed 3000 words. In addition to the contents of the Book Review (above), the discussion is expected to be more comprehensive.

In what form should the review be submitted?

Electronic Word document submissions are required. These should be submitted by email to the Book Reviews Editor.

When is the due date?

The deadline for the first and subsequent drafts of the review will be set by the Reviews Editor. For the April issue, the due date for the first draft is normally in December; for the November issue, the due date for the first draft is normally in May.

In what style should the review be written?

All reviews must conform to the ARC style guide, available on the ARC website (<http://arc.soc.srcf.net/contribute.html>). More generally, authors are expected to use a clear, readable style, avoiding unnecessary jargon.

Please begin your review by giving all the details of the book in the following style:

***Written in Stone: Evolution, the Fossil Record, and Our Place in Nature* By Brian Switek**

2010. New York : Bellevue Literary Press
Pbk . 320 pp. 93 B/w illus.
ISBN: 978-934137-29-1.

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