



# *Canadian Journal of Criminology and Criminal Justice*

## Book Review Guidelines

---

Contents	
Expressions of Interest.....	1
Book Review Process .....	1
Review Format .....	2
Example of Review Title.....	2
Word Limit .....	2
Additional Elements for Submission.....	2
Copyright .....	2
Editing .....	3
Publication .....	3
Queries.....	3
What is a DOI? .....	4
Contact Us .....	4

### Expressions of Interest

Persons interested in serving as book reviewers for the Journal should send an e-mail indicating their areas of expertise to one or both of the Book Review Editors - [André Normandeau](#) (for French books), or [Martin Andresen](#) (for English books). Alternatively, please contact [ccja-acjp@rogers.com](mailto:ccja-acjp@rogers.com) for more information.

Lists of books available for review are printed at the end of each issue. Persons interested in reviewing a particular book should contact the appropriate Book Review Editor (see above).

### Book Review Process

Thank you for agreeing to review a book for the *Canadian Journal of Criminology and Criminal Justice*. The following guidelines have been developed to provide some focus and direction for all *CJCCJ* book reviewers.

Book reviews are due within three months of receipt of the book.





Submit all book reviews via e-mail in Microsoft Word or WordPerfect format to the appropriate book review editor listed above.

Authors should include the book review number (BkRev #) in the subject line of the email. The book review number will be found on the letter that accompanied the book as well as on one of the first pages of the book.

Some frequently asked questions have been included for your reference on page 3 of this document.

## Review Format

Book review submissions should be approximately 600 words in length and not exceed three double-spaced pages.

To minimize editorial formatting work, please use the same format as the existing book reviews. The review should be written in 12 point Arial font. The book being reviewed should be cited at the beginning of the review in 12 point Arial font, centred, and using boldface font as follows:

Title

Edited by "first name initial last name" and "first name initial last name" Place of publication:  
Publisher, year

### *Example of Review Title*

**Feminist Legal Theory An Anti-Essentialist Reader** Edited by Nancy E. Dowd and Michelle S. Jacobs New York, N.Y.: New York University Press, 2003

### *Word Limit*

The book review should be approximately 600 words.

## Additional Elements for Submission

The reviewer should sign the review at the end with the following right-aligned format, e.g.

SANDRA J. SMITH

University of Toronto

### *Copyright*

By submitting the review, the author warrants that the review is original and accurate and is not under consideration or printed elsewhere. The reviewer grants the Journal exclusive rights to publish the review.





## ***Editing***

The Book Review Editor will edit the review to ensure that it conforms to the Journal's publishing format. Some reviews require very few changes, other may require more. Once this editing process is completed, the reviewer will receive the edited review for final approval for publication or be notified of the formatting changes if they are considered to be very minor.

## ***Publication***

Book reviews are published on the Journal's website in association with an issue of the Journal, and are referenced in the print and online versions of that issue. Reviewers can access their book review along with previously published books reviews at the Canadian Criminal Justice Association website at <http://www.ccja-acjp.ca/en/cjcr.html>.

## **Queries**

**Q:** Should I focus my review on any particular areas of the book?

**A:** If you are reviewing a new edition of a book, it is a good idea to compare it with the previous version. The preface offers some guidance about what has been added, deleted, changed, as well as outlining any new research that has been included and whether the references have been updated.

If the book is illustrated, comment on the illustrations. Are they clear, do they relate well to the text? Does the index really fulfill its purpose?

Indicate the type of audience that would be interested in the book you are reviewing, such as students, teachers, researchers, or specialists.

**Q:** Do I have to read the whole book?

**A:** You do not have to read the whole book, but you may wish to do so for your own interest and for the benefit of a more detailed, accurate and informative review. Former reviewers advise the longer you wait to begin your review, the more difficult the task will become.

To get an overall perspective of the book take a good look at the book's table of contents and the chapter headings, read a few pages to sample the author's style, read a chapter on an area you know a great deal about, as well as a chapter you know less about to see whether it is explained clearly.

**Q:** Can I keep the book once I have completed my review?

**A:** Yes!

**Q:** What do I do if I feel the book is not worth reviewing?

**A:** On the rare occasion, a reviewer may feel the material is not worth reviewing. If this is the case, please contact the Book Review Editor to determine next steps.





## ***What is a DOI?***

A DOI is an article's unique identifier, registered with [CrossRef](http://www.crossref.org/01company/16fastfacts.html) (FAQ on CrossRef here: <http://www.crossref.org/01company/16fastfacts.html>) and used to create a persistent link to the article -- even if the article moves. (A journal might switch from one online hosting service to another, for example; the URL will change, but the DOI link will follow it.) A reader using the online version of an article's reference list can click on any DOI link to immediately get to the cited source; a reader using the print version can be sure of finding exactly the right article by searching the DOI instead of the author(s) or article title. Each of our online articles has its own DOI, which can be used to link back to it from other documents that cite it; including DOI links in our reference lists is the other end of that process (sort of like using recycled paper as well as recycling used paper). The more citations include DOIs, the more researchers will use them, which ultimately will drive more readers to our content.

To read about the importance of finding quality book reviewers and publishing their work, please read Lynette Felber's "[The Book Review: Scholarly and Editorial Responsibility](#)", published in the *Journal of Scholarly Publishing*.

Thank you so much for your willingness to review a book and your interest in [CJCCJ](#).

## **Contact Us**

Questions relating to any of the above may be directed to the *CJCCJ* Editorial Assistant at the email address below:

Amanda Butler  
[albutler@sfu.ca](mailto:albutler@sfu.ca)  
(+1) 778-782-9897

The *Canadian Journal of Criminology and Criminal Justice* is owned by the Canadian Criminal Justice Association:

320 Parkdale Avenue, Suite 101  
Ottawa, Ontario, Canada  
K1Y 4X9  
Telephone: (613) 725-3715  
Fax: (613) 725-3720  
Email: [ccja-acjp@rogers.com](mailto:ccja-acjp@rogers.com)  
Website: [ccja-acjp.ca](http://ccja-acjp.ca)

