

## Guidelines for SJS Book Reviews

### Book proposal to SJS

Books in *French* or *English* can be proposed for review by sending an e-mail to Kevin Toffel:

[kevin.toffel@hesav.ch](mailto:kevin.toffel@hesav.ch)

Books in *German* or *English* can be proposed for review by sending an e-mail to Dietmar Wetzel:

[dietmarjuergen.wetzel@unibas.ch](mailto:dietmarjuergen.wetzel@unibas.ch)

### Reviewing proposal to SJS

If you wish to write a book review in *French* or *English* please write an email to Kevin Toffel:

[kevin.toffel@hesav.ch](mailto:kevin.toffel@hesav.ch)

If you wish to write a book reviews in *German* or *English* please write an email to Dietmar Wetzel:

[dietmarjuergen.wetzel@unibas.ch](mailto:dietmarjuergen.wetzel@unibas.ch)

### Criteria of book selection

In general the SJS is willing to publish books that are:

- recently published
- with a major impact on an existing field/subfield or opening up an entirely new field/subfield
- preferably concerning Switzerland and/ or written by scholars active in Switzerland
- bringing together an extant literature

### General conditions

- The reviewer should not have close personal or professional ties to the book's author.
- Book reviews may be written in German, French or English.
- The book reviews are published in the first and third issue of the year (March and November issues). Special Issues of SJS do not contain book reviews.

### Responsibility and copyright

**IMPORTANT:** Book reviews should be accompanied by a statement that they have not already been published, and that they will not be submitted for publication elsewhere without the agreement of the Editor-in-Chief.

The responsibility for opinions expressed in signed book reviews rests solely with the authors. The Swiss Journal of Sociology and the Swiss Sociological Association owns the copyright for the published articles. The publication rights in print, electronic and any other form and in any other language is reserved by the Swiss Journal of Sociology and the Swiss Sociological Association.

## **Types and length of reviews**

The Swiss Journal of Sociology publishes three types of reviews:

- 1) *Short review note*: about 3'500 characters (including spaces).
- 2) *Standard review*: 7'000–10'000 characters (including spaces).
- 3) *Review article* or *in-depth review*: 15'000–25'000 characters (including spaces). *Review articles* and *in-depth reviews* will go through a peer-review process. They should be prepared according to our guidelines for manuscripts (see <http://www.sgs-sss.ch/en-sociojournal-submission>).

## **Guidelines for redaction**

- Review format: please send the review as a text file (Word-doc, alternatively as TXT-file).
- Book details at the top of each review in the following format:  
Author, title. Subtitle. Place: publisher, date of publication. 000 pp.  
OR  
Editor(s) (ed[s].), title. Subtitle. Place: publisher, date of publication. 000 pp.
- Signature: the author of the book review should be given at the end of the review:  
*Name, affiliation, country-postal code, e-mail.*
- General layout: Manuscripts should be typed in double-line spacing, without empty section mark between divisions.
- Citation in text and bibliography: please follow the submission guidelines' references style (<http://www.sgs-sss.ch/en-sociojournal-submission>).
  - For short review note and standard review: the references of work cited in the text should be included in the footnotes.
  - For review article or in-depth review, references should not be included in footnotes. They should be listed at the end of the article.