

SFRAR NONFICTION REVIEWER GUIDELINES

1. These guidelines are designed to insure that your reviews are complete, accurate, balanced and serve as selection/reading/buying guides. Please follow them carefully .

2. Almost all books to be reviewed are listed with asterisks in the Recent & Forthcoming Nonfiction Books listings. If you see such a book and you want to review it, request it immediately. Non-asterisked books are listed for information only. Approximately 80-90 books are reviewed yearly, from popular to academic, covering all aspects of fantastic literature, film and illustration, including Utopian studies. Most books are published or distributed in the U.S., and all are in English, including an occasional translation

3. Any book you review must be compared with other books on the same topic, and the relative merits of each should be clearly stated. If you review a book on Dick or Gothic studies or fantasy theory, you'll be expected to know most of the books on these topics.

4. With few exceptions, all books can be fairly reviewed in sufficient detail in 400-700 words (a double-spaced page has about 250 words). A note will show suggested length. Time won't permit me to get your OK for editorial revisions (I edit most for concision and clarity). Indicate if there are chapter or end notes, primary and/or secondary bibliographies, index Excessive delay between writing and publication? Accuracy. Balance. Mention binding/typeface/design if worth noting. Relative ranking vs. works on same subject. Value--cost vs. benefits. Specify principal audience: large university libraries/specialists, most coil & univ libs, pub libs/popular/general readers.

5. For collections of essays, note the total number, whether reprinted or original, nationality of contributors, and affiliation of editor(s). Describe the thematic emphases of the book and select a few essays to discuss. It isn't essential to cite the full title of the essays, and those not discussed can be simply described as "other essays discuss [topics]."

6. Submit reviews by e-mail, either as part of the e-mail, or as an attachment, double-spaced text. I'll acknowledge all e-mails. Or submit by letter mail, but not both. Proof your reviews carefully before sending, check particularly for spelling of proper names, which I may have no way of checking. Use the published reviews as models for the bibliographic header information, which includes the publisher's address and, often, an older phone number, so that the SFRA volunteer handling mailing can prepare labels for publisher copies, if you lack such information, don't worry, I record it at my end and will add it to your text.

7. All reviews are due no later than six weeks from the date of mailing (longer for overseas reviewers) unless specific other arrangements have been made. A note will show the due date. If you find yourself unable to review the book for any reason, notify me immediately by e-mail or telephone so that I can reassign it. I have no control over promptness of publication. As a rule, I mail all reviews on hand by the middle of the even-numbered month to one of the editors, who formats and assembles the electronic text and sends it to the other co-editor, who arranges for publication and mailing by approximately the middle of the odd-numbered month.

8. The review copy is your only "payment." You may reuse or adapt your review for

other publications, a "previously published in. . ." note would be appreciated.

Contact Nonfiction Editor Ed McKnight with comments or questions: mcnyte@infi.net.