**WIF Studies Book Review Guideline**

1. You must be a member of WIF to publish a book review.
2. Book reviews, whose length should be between 500 and 750 words, must be submitted by email attachment in order to avoid any compatibility issues.  Please use Microsoft Word (.doc or .docx) format.
3. The heading must be double-spaced and include the following information: the author’s name, the title of the book, details of publication (place, publisher, number of pages, ISBN, and price).  Below is an example (note the use of punctuation, capitalization, italics for the title, and bold lettering):

**Dentière, Marie.  “*Epistle to Marguerite de Navarre”* and *“Preface to a Sermon by John Calvin*.”  Ed. and trans. Mary B. McKinley.  Chicago: University of Chicago Press, 2004.  Pp [i]-xxix; 110. ISBN 0-226-14278-7. $50.00 (Cloth). ISBN 0-226-14279-5. $18.00 (Paper).**

1. Font: Times New Roman. No use of bold permitted except within the heading. The title must be in italics.
2. Double-spacing throughout the text with indentations of 1 tab (or 5 spaces) at the beginning of each paragraph.  The document must employ one-inch (1”) margins.
3. If the document pertains to a translation (particularly of a literary work), it is obligatory to note the quality of the translation, especially for those who may wish to include it as part of their course (and if the translation is good).  It is also a way of recognizing the work done by the translator, which is so often overlooked.
4. The signature of the book review should appear at the end, indicating your university affiliation, if appropriate. Please indicate this in bold lettering and align it to the left.
5. Punctuation: for all texts written in French, adhere to the French rules of punctuation and also include spaces before and after « ; » and « : ».  For texts written in English, do not include spaces before quotation marks.  All texts that contain dashes must use em-dashes with no spaces on either side—as with this example.  Ellipses (using three periods) found in the original text must be noted with a space on all sides and between each period: [. . .]. For all other questions pertaining to formatting and punctuation, please refer to the MLA Handbook.