

## **General**

Reviews of books, software and equipment may be included in ACQ, which is published in March, July and November.

Material submitted must be your original work. Any direct quotations or material used from other sources must be credited in full. Reviews will be copy edited to ensure consistent presentation and standard of English.

All resource reviews should commence with the name of the product, its manufacturer, price (preferably in Australian dollars) and full contact details of the manufacturer (including address, tel. number and website details).

All book reviews should commence with the full book reference (author's name, date, title, publisher – APA format), ISBN number, price (preferably in Australian dollars) and number of pages.

## **Length**

Reviews should be a maximum of 400 words. This is equivalent to approximately two pages double spaced. Longer reviews may have to be edited down to meet space constraints.

## **Format**

Reviews should be submitted as an attachment in e-mail format.

The Title Page should contain the author's name, contact phone number and correspondence address.

The email format must be double spaced with 2.5 cm margins, in a serif face (such as Times), each page numbered sequentially.

**Formatting must be kept to a minimum - no tabs, bold or other highlighting of text.** The first line of each paragraph should be indented. Do not right justify the text. Use one space after punctuation, including full stops.

## **Style**

Clear and concise writing is best. Use short sentences and paragraphs and plain English.

Reproduce any quotations **exactly as they appear in the original.**

Any headings should be short. Within the review a maximum of one level of heading can be used. Use all capitals, centred with one line space above and one line space below to indicate a heading.

**Send reviews marked 'Attention ACQ Editor' to Filomena Scott at Speech Pathology Australia:**  
[pubs@speechpathologyaustralia.org.au](mailto:pubs@speechpathologyaustralia.org.au)

Thank you for agreeing to be a reviewer for ACQ. We appreciate your time and support. Remember if you submit an article for publication in ACQ you also earn two points in the Professional Self Regulation program.

Regards  
Nicole Watts Pappas and Marleen Westerveld  
(ACQ Editors)