

Manuscript Template with Author Details: Book Review

Jurnal Civics: Media Kajian Kewarganegaraan

How to use this template

- Text in blue boxes is guidance for authors. Read it, follow it, and delete every blue box before submission.
- Text highlighted in yellow and enclosed in [square brackets] is a placeholder. Replace it with your own content and remove the highlight.
- Keep the built-in styles: Heading 1/2/3 for headings and Normal (Cambria Math 12pt, justified) for body text. Do not change fonts, margins, or spacing manually.
- Write in clear academic English using British English spelling and conventions consistently throughout, e.g., -ise rather than -ize (organise, recognise, analyse), and colour, behaviour, centre, programme, and labour.
- Use italics sparingly and in line with British academic conventions: italicise (1) non-English words and phrases that have not been naturalised in English, giving an English gloss at first use, e.g., *gotong royong* (mutual cooperation), *musyawarah* (deliberation), and *ultimum remedium* (last resort); (2) titles of books, journals, reports, films, and other standalone works mentioned in the text, e.g., *Imagined Communities*; (3) scientific names of species and names of legal cases; (4) statistical symbols, e.g., *p*, *M*, *SD*; and (5) occasional words for emphasis. Do not italicise proper nouns and names of institutions, laws, or ideologies (e.g., Pancasila), foreign words that are now common in English (e.g., status quo, ad hoc, per se), Latin abbreviations (e.g., i.e., etc., et al.), or direct quotations. Follow APA 7th edition for italics in the reference list.
- A book review should be between 1,000 and 1,500 words, including the bibliographic details and any references. Check the journal's Author Guidelines for the full submission requirements before you submit.
- Review a recently published scholarly book (normally published within the last three years) that is relevant to citizenship, civic education, democracy, or related fields. Contact the Book Review Editor before writing to confirm that the book has not already been assigned to another reviewer.
- Following this practice, book reviews are normally assessed by the editors rather than through double-anonymous peer review; the reviewer's name and affiliation therefore appear at the end of the review, and no separate title page is required unless the editors request one.

Guidance for authors: Book details

- Begin the review with the full bibliographic details of the book in this format: title and subtitle, author(s) or editor(s), place of publication, publisher, year of publication, number of pages, price and format, and ISBN.
- Give the book title in bold, in sentence case, exactly as it appears on the title page; use "by" for authored books and "edited by" for edited volumes, and add "translated by" for translations.
- Give the page count as preliminary pages in lower-case Roman numerals plus numbered pages (e.g., xiv + 248 pp.), and the price, currency, and format of each available edition (e.g., £120.00 (hardback), £35.99 (paperback)). Use the 13-digit ISBN.
- Illustrative example: **Citizenship education in a digital age: Theory and practice**, by Jane Doe, London, Routledge, 2025, xiv + 248 pp., £120.00 (hardback), ISBN 978-1-032-00000-0.

Book Review

[Book title: Subtitle], by [Author Full Name(s)] (or edited by [Editor Full Name(s)]),
[City], [Publisher], [Year], [xiv + 000] pp., [£/US\$/Rp 00.00]
([hardback/paperback/ebook]), ISBN [978-0-000-00000-0]

Guidance: Write the review as continuous prose without an abstract, keywords, or section headings. Refer to the author(s) by surname, use the present tense when describing the book's content and arguments, and give page numbers in parentheses for direct quotations from the reviewed book, e.g., (p. 45) or (pp. 45–47). Delete all guidance paragraphs before submission.

Guidance (opening): Situate the book by introducing the author(s), the problem or debate the book addresses, its aims and central argument, and why it matters now for citizenship and civic education scholarship.

[Write the opening paragraph(s) here: context, author(s), aims, and central argument of the book.]

Guidance (overview): Summarise the structure and content of the book concisely, chapter by chapter or part by part, focusing on the main arguments, theoretical framework, methods, and evidence rather than on every detail. Keep the summary to no more than about one-third of the review.

[Write the overview of the book's structure and content here.]

Guidance (critical evaluation): Assess the strength of the argument, the theoretical and methodological rigour, the use of evidence, originality, clarity, and organisation. Engage with relevant literature to show how the book confirms, extends, or challenges existing scholarship, and identify gaps, omissions, or weaknesses fairly and constructively.

[Write the critical evaluation here.]

Guidance (contribution and relevance): Discuss the book's contribution to citizenship and civic education research, policy, and practice, including, where appropriate, its implications for the Indonesian or Southeast Asian context, and identify the readers who would benefit most from it (e.g., researchers, teachers, policymakers, or students).

[Write the contribution and relevance here.]

Guidance (concluding assessment): Close with a balanced overall judgement of the book's value and a clear recommendation for its intended readership.

[Write the concluding assessment here.]

Guidance (reviewer details): Place the reviewer's details at the end of the review, in this order: full name (without academic titles or degrees), university and country, institutional email address, ORCID iD in full URL format, and the copyright line with the year of publication and the reviewer's name.

[Reviewer Full Name]

[University, Country]

[institutional email address]

[https://orcid.org/\[0000-0000-0000-0000\]](https://orcid.org/[0000-0000-0000-0000])

© [2026] [Reviewer Full Name]

Disclosure Statement

Guidance: Declare any relationship with the author(s), editor(s), or publisher of the book that could be perceived as a conflict of interest, e.g., a personal or professional connection, a contribution to the book, or

a shared institutional affiliation. If there are none, state: "No potential conflict of interest was reported by the author(s)."

[Write your disclosure statement here.]

Declaration of Generative AI Use

Guidance: If generative AI tools (e.g., ChatGPT, Claude, Gemini) were used in preparing the manuscript, state the tool name and version, the purpose (e.g., language editing, translation, coding), and how the output was reviewed. AI tools must not be listed as authors, and authors remain fully responsible for the content. If no such tools were used, state: "The authors did not use generative AI tools in the preparation of this manuscript."

[Write your generative AI declaration here.]

Notes (if any)

Guidance: Use endnotes sparingly, only for explanatory comments that would interrupt the flow of the main text. Number notes consecutively in the text with superscript numerals. Do not use notes for references; cite sources in the text using APA style. Delete this section if not applicable.

[Write your notes here.]

References

Guidance: Keep references to a minimum and cite only works that are directly discussed in the review. Do not list the reviewed book, because its full details are given at the start of the review; refer to it by page number only. Format any other references in APA 7th edition style, arranged alphabetically (A–Z) by the first author's surname, with a hanging indent and DOIs wherever available. Delete this section if no other works are cited.

[List your references here in APA 7th edition style.]

Reference Format Examples (APA 7th Edition) – Delete Before Submission

Book with single author

Reference:

Anderson, B. (1983). *Imagined communities*. Verso.

In-text: (Anderson, 1983)

Book with two author

Reference:

Creswell, J. W., & Poth, C. N. (2018). *Qualitative inquiry & research design: Choosing among five approaches*. SAGE Publications.

In-text: (Creswell & Poth, 2018)

Book with three author or more

Reference:

Dwee, D., Dion, H. B., & Brown, I. S. (2012). *Information behaviour concept: A basic introduction*. University of Life Press.

In-text: (Dwee et al., 2012)

Chapter or Article in Edited Book

Reference:

Hermann, M. G. (2008). Content analysis. In A. Klotz & D. Prakash (Eds.), *Research methods series. Qualitative methods in international relations* (pp. 151–167). Palgrave Macmillan.

In-text: (Hermann, 2008)

Journal Article with DOI

Reference:

Kusumaningrum, D. (2016). Interdependence versus truth and justice: lessons from reconciliation processes in Maluku. *Jurnal Ilmu Sosial dan Ilmu Politik*, 20(1), 34-49. <https://doi.org/10.22146/jsp.17998>

In-text: (Kusumaningrum, 2016)

Journal Article with URL

Reference:

Ahmann, E., Tuttle, L. J., Saviet, M., & Wright, S. D. (2018). A descriptive review of ADHD coaching research: Implications for college students. *Journal of Postsecondary Education and Disability*, 31(1): 24-58. <https://www.ahead.org/professional-resources/publications/jped/archived-jped/jped-volume-31>

In-text: (Ahmann, 2018)

Newspapers article

Reference:

Fung, M. (2006, December 12). Asthma rates increasing. Winnipeg Free Press, pp. C4.

In-text: (Fung, 2006)

Newspaper article with URL

Reference:

Harris, M. (2011, August 16). Grades improve if classes start later, studies find. *The Calgary Herald.Herald*. <http://www.calgaryherald.com/>

In-text: (Harris, 2011)

Website

Reference:

Buzan, T. (2007). Mind maps. Retrieved September 3, 2009, from http://www.buzanworld.com/Mind_Maps.ht

In-text: (Buzan, 2007)

Book translation

Reference:

Mancusa, S., & Viola, A. (2015). Brilliant green: The surprising history and science of plant intelligence (*J. Benham, Trans.*). Washington, DC: Island Press.

In-text: (Mancusa & Viola, 2015)

Unpublished Thesis

Reference:

Neo, M. C. (2000). *The role of education as a process of human release from various problems of life* [Unpublished M.Appl.Psy. thesis]. University of Life.

In-text: (Neo, 2000)

Published Thesis

Reference:

May, B. (2017) *A survey of radial velocities in the zodiacal dust cloud*. Canopus Publishing.

In-text: (May, 2017)