Thank you for agreeing to a reviewer. We are keen to ensure a high standard of papers for our journal and the paper that is being sent to you has been submitted after a first selection process made by the members of editorial board. In general the standard of papers forwarded to us after the vetting by members of the editorial board is good, but occasionally some weaker papers are also accepted for review. We are eager to help authors who may not yet have achieved a suitable skill in writing academic papers to the necessary quality. To this end we would be grateful if you would, wherever possible, provide constructive advice as to how they can make the paper more acceptable for publication in the journal.

Please complete the table below and rate the paper on the issues described. As with all double-blind reviewing any comments you make will be passed to the authors on an anonymous basis.

**As we strive to feedback comments to authors within 2 weeks of their paper submission please try to complete the review within that time.**

|  |  |
| --- | --- |
| Name and affiliation of the reviewer |  |
| Paper Title |  |
| Submission Type |  |
| Review Due Date |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Please rate the following: (5 - excellent, 1 - poor)** | **5** | **4** | **3** | **2** | **1** | **N/A** |
| 1 | Relevance to the aim and scope of the journal |  |  |  |  |  |  |
| 2 | Contribution to academic debate |  |  |  |  |  |  |
| 3 | Structure of the paper |  |  |  |  |  |  |
| 4 | Definition and fulfilling of the study objectives |  |  |  |  |  |  |
| 5 | Appropriateness of the research/study method |  |  |  |  |  |  |
| 6 | Relevance and clarity of drawings, graphs and tables |  |  |  |  |  |  |
| 7 | Appropriateness of abstract as a description of the paper |  |  |  |  |  |  |
| 8 | Standard of English – please indicate below if you think the paper needs proof-reading |  |  |  |  |  |  |
| 9 | Discussion and conclusions |  |  |  |  |  |  |
| 10 | Reference list, adequate and correctly cited |  |  |  |  |  |  |

|  |  |
| --- | --- |
| Taking into consideration the type of submission and the track the paper has been submitted to (see above), please give an overall rating out of 10 for this paper in terms of its contribution to this journal. |  |

|  |
| --- |
| Specific reviewer comments to be passed to the author/s. *Please expand on any weak areas in the checklist and offer specific advice as to how the author(s) shall improve the paper.* |
|  |

Can this paper be accepted for publication in the journal?

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Yes - no changes |  | Yes - with minor revisions |  | Yes - with major revisions |  | No |  |