

Sample

Review Sheet

| This Review Sheet is a sample of similar sheets used in the peer-review process of manuscripts submitted to international peer-reviewed journals. It is meant to help you preparing for a successful submission of your manuscript to an international peer-reviewed journal. You can use it to review your own manuscript before submission.

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| We wish you good luck with your manuscript submission!

| TRESS & TRESS GbR, Munich, Germany

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REVIEW COVER SHEET

**The review cover sheet goes only to the editors – not the author.
You can provide confidential comments on this page.**

Title of manuscript: _____

Manuscript number: _____

Reviewer name: _____

Date: _____

General comment to the editor: _____

Evaluation:

- Acceptable in its present form
- Acceptable after minor revision
- Acceptable after major revision
- Unacceptable

(PLEASE CONTINUE WITH PART II: REVIEW SHEET –
Only the pages of the Review Sheet will be given to the authors)

REVIEW SHEET

Manuscript number: _____

1. Is the paper within the scope of the journal?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

2. Is it a new and original contribution?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

3. Does the paper exemplify an awareness of other research on its topic?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

4. Is the paper of relevance to an international audience?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

5. Does the title of this paper clearly reflect its content?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

6. Is the abstract sufficiently informative especially when read in isolation?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

7. Are the keywords informative?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

8. Is the statement of objectives of the paper adequate and appropriate in view of the subject matter?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

9. Does the introduction section introduce the paper subject, its research context and relevance?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

10. Are the methods correctly exposed and sufficiently informative to allow replication of the research?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

11. Are the results clearly presented?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

12. Is a discussion provided that relates the findings of this paper to existing knowledge on an international level?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

13. Are interpretations and conclusions sound and justified by the data?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

14. Is the structure and organization satisfactory and is the paper clearly presented?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

15. Is the length appropriate to the content?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

16. Are the illustrations and tables all necessary and are the captions adequate and informative?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

17. Are the references adequate and in agreement with the Guide for Authors?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

18. Is the quality of the English satisfactory?		
Yes	No	If no, comments:
<input type="checkbox"/>	<input type="checkbox"/>	

19. Can you suggest changes or brief additions (words, phrases) that will increase the value of this paper for an international audience?		
Yes	No	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	

20. Can you make any suggestions that will increase the value of this paper for the journal "XXX JOURNAL NAME XXX"?		
Yes	No	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	

21. Can you suggest any reductions in the paper, or deletions of parts?		
Yes	No	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	

22. Have you made any annotations on the manuscript?		
Yes	No	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	

GENERAL COMMENTS:

SPECIFIC COMMENTS:

CONCLUDING EVALUATION:

For further information and questions, please contact:
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