

## DOCUMENT EVALUATION FORM

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Document can be published as:

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- ( ) Can be published without modifications
- ( ) Can be published after making minor modifications\*
- ( ) Can be published after making numerous modifications\*\*
- ( ) Should not be published

\* Modifications that can be done in two weeks

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### ATTACHED DOCUMENTS

#### Helpful terms for document reviewing

**Title:** it should reflect the subject of the text and the main points, in addition to being self-explanatory.

**Summary:** it allows readers to understand the purpose of the document, what was done and what was found in the investigation. The keywords must reflect the most relevant terms, or variables, and the population under study. Its English version must be accurate.

**Methodology:** the general design of the study is clearly stated and allows the replication of the study. The constructs and variables under study are clearly defined, the equipment, materials and instruments used are also clearly described. It clearly shows each step in completing the study; moreover, statistical analysis procedures are adequately described.

**Results:** descriptively answer the research questions or hypotheses. Figures and tables present accurate and understandable data. All tables and figures are referenced in the text and are essential.

**Discussion:** focuses only on the study's details. The results are evaluated and interpreted in a logical order. Study results are interpreted in relation to prior research. The contributions of the study with respect to the antecedent research are indicated. Alternative hypotheses are proposed to explain the results obtained. Interpretations not supported by the results of the study are avoided. If unsupported interpretations are included in the results, they are identified as such. The shortcomings of the study and how they could be resolved in the future are noted. The practical and / or theoretical repercussions of the study results are analyzed. Future research is proposed.

**Introduction:** the relevance of the topic is clearly founded; the purpose of the research is reflected and the line of research in which the study is located is easily identified. The theoretical model has logical-argumentative consistency and is clearly stated. There is logical consistency between the theoretical model and the hypotheses or research questions. The background research being reviewed must be relevant to the study.

**Conclusions:** they give the author the opportunity to show why the topic is relevant. Moreover, they inform the reader about the new actions that must be taken in the respective area of research. By providing real-life applications for the above information, the author can contextualize the document and show its relationship to other documents in the same field.

**Citations and References:** According to IEEE manual, references should be numbered between square brackets and be set flushed left. The given name of the author is abbreviated to the initial only and precedes the last name. If there are more than six names listed in the reference, use the primary author's name followed by *et al.* All references should end with a period unless they end with an URL. Moreover, we strongly recommend the use of DOIs over the URLs. For more information regarding the proper citation you can check: [https://journals.ieeeauthorcenter.ieee.org/wp-content/uploads/sites/7/IEEE Reference Guide.pdf](https://journals.ieeeauthorcenter.ieee.org/wp-content/uploads/sites/7/IEEE_Reference_Guide.pdf)

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