

Paper title:

Review due date:     /     /

Section	Points to Consider	Notes
Abstract and title	<ul style="list-style-type: none"><li>• Is the aim clear?</li><li>• Is it clear what the study found and how they did it?</li><li>• Is the title informative, concise and contains searchable keywords?</li></ul>	
Introduction	<ul style="list-style-type: none"><li>• Is it clear what is already known about this topic?</li><li>• Is the research question clearly outlined?</li><li>• Is the research question justified given what is already known about the topic?</li></ul>	
Method	<ul style="list-style-type: none"><li>• Is the process of subject selection clear?</li><li>• Are the variables defined and measured appropriately?</li><li>• Are the study methods valid and reliable?</li><li>• Is there enough detail in order to replicate the study?</li></ul>	
Results	<ul style="list-style-type: none"><li>• Is the data presented in an appropriate way? Consider:<ul style="list-style-type: none"><li>• Tables and figures relevant and clearly presented</li><li>• Appropriate units, rounding, and number of decimals</li><li>• Titles, columns, and rows labelled correctly and clearly</li><li>• Categories grouped appropriately</li></ul></li><li>• Does the text in the results add to the data or is it repetitive?</li><li>• Are you clear about what is a statistically significant result?</li><li>• Are you clear about what is a practically meaningful result?</li></ul>	
Discussion and Conclusion	<ul style="list-style-type: none"><li>• Are the results discussed from multiple angles and placed into context without being overinterpreted?</li><li>• Does the conclusion answer the aims of the study?</li><li>• Is the conclusion supported by references or results?</li><li>• Do the limitations inform future research?</li></ul>	
References	<ul style="list-style-type: none"><li>• Are the references:<ul style="list-style-type: none"><li>• Relevant?</li><li>• Recent?</li><li>• Referenced correctly?</li><li>• Are appropriate key studies included?</li></ul></li></ul>	
<b>Highlight</b> one of the categories below that the editor uses for classifying the article:		

<b>Reject</b> (explain your reasoning in your report using the section below)	<b>Accept</b> without revision	<b>Revise</b> – either major or minor
Major revision: Key aspects that need clarification, refinement, reanalysis, rewrites and/or additional information and suggestions for what could be done to improve the article.		
Minor revision: figures/tables not being mentioned in the text, missing reference(s), proof errors, and other inconsistencies.		
Reject: please provide reasoning		