**The *Norland Educare Research Journal*[[1]](#footnote-1)**

**Manuscript Review Form**

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| Manuscript title:  |

|  |  |
| --- | --- |
| Reviewer full name |  |
| Institutional affiliation  |  |
| Contact details |  |
| Date of the review request |  |
| **Expected date of review submission**  |  |

 **І. MANUSCRIPT EVALUATION**

* Appropriateness for the journal
* Originality and significance
* Methodological rigour
* Clarity and conciseness
* Language, academic writing style and length of paper
* Citations and references
* Declarations and acknowledgements

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| --- | --- | --- | --- | --- |
|   | **Evaluation criteria**  | **Yes** | **Partially** | **No** |
| Appropriateness for the journal  |
| 1 | The manuscript corresponds to the scientific area of the journal  |  |  |  |
| 2 | The title of the manuscript accurately reflects its content |  |  |  |
| 3 | The abstract summarises the required information to provide a general idea about the content of the manuscript  |  |  |  |
| Originality and significance  |
| 4 | The manuscript addresses a new problem or investigates an existing problem from different perspectives and/or in a different context |  |  |  |
| 5 | The aim/objective and research questions are clearly articulated  |  |  |  |
| 6 | There is a clear rationale for the research, substantiated by relevant evidence and arguments |  |  |  |
| 7 | The research is well located within a theoretical/conceptual framework and extant literature |  |  |  |
| Methodological rigour  |
| 8 | The research methodology, methods of collecting data and instruments chosen are well argued and critiqued |  |  |  |
| 9 | Analysis of data and presentation of findings are clear  |  |  |  |
| 10 | Ethical considerations have been discussed and addressed, as required  |  |  |  |
| 11 | Trustworthiness, credibility, validity and reliability, applicable to the chosen research paradigm, have been discussed |  |  |  |
| Clarity and conciseness  |
| 12 | The discussion, conclusions and recommendations are clearly based on the research data  |  |  |  |
| 13 | Illustrative and additional materials (e.g., tables, figures, diagrams, appendices, etc.) are necessary, complement the body text and are arranged in compliance with the instructions to authors |  |  |  |
| 14 | Contribution to the field – e.g., new knowledge, professional practice, policy – is clearly articulated |  |  |  |
| Language, academic writing style and length of the paper  |
| 15 | The manuscript is written in the required language (British English)  |  |  |  |
| 16 | The manuscript uses an appropriate academic tone and follows academic conventions |  |  |  |
| 17 | The language of the manuscript is clear, and spelling and punctuation are correct |  |  |  |
| 18 | The length of the manuscript is as required  |  |  |  |
| Citations and references |
| 19 | Citations are correctly referred to in the manuscript |  |  |  |
| 20 | The reference list includes work cited in the manuscript, following the Harvard referencing system |  |  |  |
| Declarations and acknowledgements |
| 21 | There is a declaration statement about the authorship of the manuscript  |  |  |  |
| 22 | There is a statement acknowledging the contribution of any other parties  |  |  |  |
| 23 | There is a declaration of no conflict of interest  |  |  |  |
| 24 | There is a declaration of funding received  |  |  |  |

**ІІ. SPECIFIC COMMENTS AND RECOMMENDATIONS OF THE REVIEWER** *(Please, use as much space as needed)*

1) Remarks and recommendations for corrections and improvements

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2) Other remarks

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**ІІІ. SUMMARISED OPINION REGARDING ACCEPTANCE/REJECTION OF THE MANUSCRIPT**

*Please provide your opinion by ticking* ***one*** *of the statements below.*

|  |  |  |
| --- | --- | --- |
|  | **OPINION** | **YES** |
| **1** | To be unconditionally accepted |  |
| **2** | To be accepted after minor corrections according to reviewers’ comments  |  |
| **3** | To make mandatory amendments according to reviewers’ comments and be reviewed by the same reviewers for likely acceptance |  |
| **4** | To make major revisions and resubmit the new manuscript for a new review |  |
| **5** | To be rejected |  |

Reviews must be sent within four weeks of receipt of the manuscript to: journal@norland.ac.uk

 **Date**: ………………… **Reviewer**: ……….………

*(signature)*

1. The reviewer form has been designed to enable shared understanding among both authors and reviewers of the criteria used to make a sound judgement in preparing and reviewing a manuscript. Please consult the journal’s [peer-review policy](http://www.norland.ac.uk/journal/policies-ethics). [↑](#footnote-ref-1)