

Please save this form with the file name as "JSHE-Year-Month-XXX-N-R-S.doc", where "XXX" is the 3-digit Paper ID, "N" is the round of review (i.e., 1st, 2nd, 3rd), and "R" is the 2 -digit Reviewer ID, S is for Subject. For example: "JSHE-1234-2nd-Review-07". After completion, please e-mail the form to the Managing Editor.

Thank you very much for your cooperation.

## REVIEW FORM

Paper ID: \_\_\_\_\_

Paper Title: \_\_\_\_\_

Reviewer Name & ID#: \_\_\_\_\_ Review Round #: \_\_\_\_\_

Assigned Editor Name: \_\_\_\_\_

Date sent: (Please enter the date indicated in the e-mail): \_\_\_\_\_

Date due: (Please enter the date indicated in the e-mail): \_\_\_\_\_

### SECTION - I

PLEASE EVALUATE THE MANUSCRIPT BASED ON THE FOLLOWING SCALE:

1 = Poor, 2 = Below average, 3 = Average, 4 = Good, 5 = Excellent, x = Not applicable

(Please assign the score for each item below. **1 & 2 are example**)

Sr.No	Paper content	1	2	3	4	5	x
1	Title				4		
2	Abstract			3			
3	Introduction						
4	Review of literature						
5	The research methodology for the study is appropriate and applied properly.						
6	The rationale for the paper is well grounded. It is based on a known theory or on an interesting issue.						
7	Discussion of the results is based on analysis of data; results are not overstated or overgeneralized						
8	Implications and recommendations for management are relevant and useful.						
9	This paper is presented in a format which is accessible by practitioners. It focuses on justification, results and implementation; has readable style; technical material is in appendix.						
10	Conclusion						

**SECTION – II**

Sr.No	Quality Check	1	2	3	4	5	x
1	contribution to the field						
2	Depth of research						
3	coherence and presentation fact						
4	Graphics (Diagrams, tables, figure, charts)						
5	Appropriate Titling of section headings						
6	Appropriate content sanctioning						
7	The paper has clarity of presentation. It is well organized, clearly written.						
8	The paper is easy to read and free from grammatical or spelling errors.						
Sr.No	Originality Check ( via Google search)	1	2	3	4	5	x
1	suspected plagiarism in Title						
2	suspected plagiarism Abstract						
3	suspected plagiarism in methodology						
4	suspected plagiarism in result/conclusion						
5	Appropriate acknowledge of other authors and their cited work in references section						
6	Appropriate citing of images, charts, diagrams, figures and tables sources in the article.						
7	Author's transparency in fact presentation						
8	This paper is based on rigorous academic standards.						

❖ Your recommendation? (Please check ✓ any one.)

1	2	3	4
Clear reject	Reconsider after major revisions	Accept with minor revisions	Accept as is

❖ What is the publication PRIORITY? (Please check ✓ any one.)

1. Publish immediately -
2. Give high priority -
3. Give medium priority -
4. No rush -

❖ Does this paper need a professional editing assistance? \_\_\_ Yes \_\_\_ No

❖ Does this paper contain graphics of which the resolution needs to be improved? \_\_\_ Yes \_\_\_ No

❖ Does this paper cite any related work published in this journal? \_\_\_ Yes \_\_\_ No

❖ Comments for the author: (Please present specific details using the following categories.)

**SECTION – III**

REVIEWERS REMARKS / SUMMARY:

STRENGTHES:

MINOR WEAKNESSES AND SUGGESTIONS:

