

■ **Before Reviewing**

1 **1. Does the article you are being asked to review match your expertise?**

2 **2. Do you have time to review the paper?**

3 **3. Are there any potential conflicts of interests?**

■ **The Review**

■ **• Content Quality and Originality**

4 **1. Is the article sufficiently novel and interesting to warrant publication?**

■ **• Organization and Clarity**

5 **1. Title: Does it clearly describe the article?**

6 **2. Abstract: Does it reflect the content of the article?**

■ **3. Introduction: Does it include following parts?**

7 **a) A summary of relevant research**

8 **b) The purpose of the study**

9 **c) A description of the hypotheses & experimental design**

■ **4. Method: Does it include following parts?**

10 **a) Equipment & materials**

11 **b) Data collection, sampling & measurements**

12 **c) Sufficient information for replication the research?**

■ **5. Results: What are the results?**

13 **a) Clearly and with logical sequence**

14 **b) Along with correct statistical analysis**

■ **6. Discussion: Does it include following parts?**

15 **a) Claims supported by the results**

16 **b) Compared with other studies?**

17 **7. Conclusion: Does the conclusion explain how the research has moved the body of scientific knowledge forward?**

18 **8. Tables/Figures: Are they appropriate and easy to interpret and understand?**

■ **9. References:**

19 **a) Do they have the necessary quality?**

20 **b) Are they sufficient in number and up to date?**

21 **c) Does any other references need to be added to the article?**

■ **• Final Suggestion**