



MANUSCRIPT REVIEW FORM

Please indicate “Yes”, “No” or “Not applicable” as appropriate.

1. TITLE:

- a. Is it reflective of the objective and design of the study?
- b. Are the keywords searchable?

2. ABSTRACT

- a. Are the contents a comprehensive representation of the full text in terms of methodology, findings and conclusion?
- b. Is the volume satisfactory?

3. INTRODUCTION

- a. Is the literature rich with global, regional and local literatures and perspectives?
- b. Is the gap in knowledge that the study is attempting to close obvious?

4. METHODS

- a. Are ethical issues (consent, concealment of subject identity, institutional ethical clearance) well addressed?
- b. Is the study design consistent with the stated objective?

5. RESULTS

- a. Is there internal consistency - do figures add up? Are there unexplained missing data?
- b. Are the Tables and figures simple and clear to understand?

6. DISCUSSION

- a. Are differences or similarities between comparison studies well explained?
- c. Are the issues discussed consistent with the findings in the study?

7. CONCLUSION

- a. Are the conclusions based on the findings in the study?
- b. Are the recommendations based strictly on the findings in the study?

8. REFERENCES

- a. Are the references adequate?
- b. Are the references satisfactorily current?

9. GENERAL

- a. Is the entire text satisfactory in terms of spellings, use of punctuation, grammar and style of expression?

b. Does the manuscript make a substantial contribution to knowledge?

SPECIFIC SUGGESTIONS FOR THE AUTHORS

GENERAL COMMENTS	
ABSTRACT	
INTRODUCTION	
METHODS	
RESULTS	
DISCUSSION	
CONCLUSIONS	
REFERENCES	

VERDICT (Choose one)

- 1) Accept without revisions
- 2) Accept with minor revisions
- 3) Accept with major revisions
- 4) Reject

Guidelines for making a Verdict

Acceptance without revisions - Completely flawless

Acceptance with minor revisions - *Typographical errors, changes in nomenclature, addition of footnotes to tables and figures, re-arrangement of components of the text.*

Acceptance with major revisions - *Need for thorough copy-editing for spellings and grammar, data re-analysis, need for more tables or graphical expressions, need for more references or reduction of references, more discussion points, extensive reduction or expansion of the text.*

Rejection - *No advancement of knowledge, narrow scope or shallow depth of study and accruing findings, wrong and irreparable methodology, misleading data interpretations, lack of data consistency, claims and statements which are not scientifically sound, misleading conclusions.*

WOULD YOU LIKE TO REVIEW THE REVISED MANUSCRIPT- YES OR NO?

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Name of reviewer:

Date:

Contact details: