

Instructions for Reviewing a Paper for JASAM

Your review should focus primarily on the scientific merit of the submitted manuscript. You are encouraged to help the authors improve the clarity of their presentation, but you are not required to rewrite the paper. If the first language of the author is not English, and there are correspondingly some major problems with the use of English in the paper, please point that out to the Editor so that the matter can be pursued directly with the authors.

You should prepare your review in 2 separate documents, to be forwarded to the JASAM Editor.

1. RECOMMENDATION TO THE EDITOR

You should provide a recommendation to the JASAM Editor regarding disposition of the paper. JASAM uses the following terms, which have the following explanatory notes:

ACCEPT AS IS: Publish without change to the content.

REVISION – MINOR: The paper requires only simple changes that can be evaluated by a non-expert (the JASAM Editor). Acceptance is expected.

REVISION – MAJOR: The paper needs substantive changes to its scientific content and should be re-reviewed by persons with specific expertise (often and usually the referee who saw the original version). There is no guarantee that the revised paper will be accepted for publication.

REJECTION: The paper is inappropriate for this journal or is so deficient in its concept and execution that it cannot be made into a publishable article.

After making your recommendation, please provide a narrative statement explaining to the Editor the rationale for your recommendation and your candid view regarding the suitability of the manuscript. These comments will not be shown to either the authors or other reviewers.

2. COMMENTS TO THE AUTHOR

This section forms the body of your review, and will be used by the authors to revise their paper (if required). Your comments to the author will also be shared anonymously with any other reviewers. Please **DO NOT** indicate to the author whether you think the paper should be published, since that would pre-empt the Editor's decision. Comments should be presented in three sections:

SUMMARY: Give a few sentences stating the nature of the paper.

GENERAL COMMENTS: Address problems or suggest improvements for the manuscript as a whole or for major sections such as Methods or Discussion.

SPECIFIC COMMENTS: These are generally addressed by page number, paragraph number and line number. You should point out specific errors or problems such as unclear statements, and irrelevant, misplaced or redundant material. Suggestions for improvement should be offered. Concentrate on issues that require an expert eye; basic editing will be taken care of by the Editor.