

JOURNAL SUBMISSION REVIEW FORM

Student name (Lead author): _____ Total Points: _____

- (i) acceptable for publication as is _____
- (ii) acceptable for publication pending revision _____
- (iii) not acceptable for publication in journal _____

Criteria Weight →	EXEMPLARY (x4)	GOOD (x3)	ADEQUATE (x2)	NEEDS SIGNIFICANT IMPROVEMENT (x1)	MISSING
Research topic or question	Clearly articulated topic/question with logical, supportive background information	Clear topic/question but some background confusing/unclear; additional details needed	Topic/question good but background missing needed details	Topic/question vague or weak; little to no background provided	
points	80	60	40	20	0
Project plan or how the question is to be answered	Strong evidence of thought and planning (details clearly articulated)	Good evidence of thought and planning (some details missing or confusing)	Some evidence of thought and planning (few details or plan not presented logically) OR multiple minor flaws in plan	Little evidence of thought or planning (little to no details; confusing) OR significant flaws in plan	
points	80	60	40	20	0
Significance or impact of project	Clearly articulated, strong statement of why this project is important (can be limited to student impact)	Good effort to describe project's importance; could be stated more clearly (can be limited to student impact)	Some effort to describe project's importance; explanation may be difficult to understand	Little to no reference to project importance or not understandable (can be limited to student impact)	
points	60	45	30	15	0
Relevant results	Clearly articulated results that are well-aligned with project goals	Results aligned with project goals, but could be presented more clearly	Adequate results, but isolated areas lacking clarity/details	Results incomplete, with little to no details provided	
points	80	60	40	20	0
Writing style	Clear, persuasive, and logical and well organized with little to no errors	Good overall; minor issues with clarity, logic, or level of detail; few errors	Adequate writing; isolated areas lacking clarity/ details or too many errors	Poorly written overall; confusing, lacking necessary details; excessive or significant errors	
points	40	30	20	10	0
Format Instructions	Excellent formatting with little to no errors	Good overall; minor issues with formatting	Adequate format, but isolated areas have too many errors	Little effort to follow format instructions in submission guidelines	
points	32	24	16	8	0

GENERAL COMMENTS FOR TRANSMISSION TO THE AUTHORS:

PRIVATE COMMENTS – shared only with SARS and the Editorial Board: