



General indications

Before starting read the general instructions document provided with this form, before starting any assessment it is recommended to read the whole article.
You can print this form and fill it in manually. Attach this form to your review

1. The boxes should be filled in with an "x" (lower case "x"), each of the 31 items should be assigned a category from 1 to 5, in case you consider that any aspect does not apply, mark "N/A" in the last box
2. Perform a condition assessment of the article
3. Based on your assessment of its being publishable, determine how it should be published
4. Make your comments to the editor
5. Make your comments to the author

1. Data

Article title:

Name of the evaluator(s):

Date received:

Return date:

2. Aspects to evaluate the content and presentation of the article

<i>Appearance</i>	Excellent (5)	Very good (4)	Good (3)	Regular (2)	Insufficient (1)	N/A
Title and structure						
The title is concise, clear and specific						
The clarity and consistency in the organization and structure of the article is						
The relevance and pertinence of the content to the academic environment are						
The scientific contributions are						
The bibliographic sources are current						
Abstract						
Presents a brief context or background of the study						
Explain the objectives						
Contains methodological aspects (design, population, type of subject selection, others)						
Present the most relevant results (including magnitude if applicable)						
Summarizes the main findings and conclusions						
The use of keywords is						
Introduction						
Delimits the nature, reason and importance of the problem						
Clearly state the aims, objectives and hypotheses of the study (if applicable)						
Methodology and data analysis						
The type of analysis used (statistical tests, error or uncertainty measurement indicators) is described so as to facilitate the reproducibility of the analysis						
Statistical terms, abbreviations and symbols used are defined and the software used (if applicable) is specified						
The type of analysis is consistent with the design and type of data collected						
Results						
It presents the results in a clear, precise, complete and orderly manner. A logical sequence is followed: they respond to the planning and execution of the study						
Highlight the most important and relevant observations						
Presents the necessary data without duplicating information in the text and tables (if applicable). Tables, graphs and figures are understandable						
Exposes without interpreting, comparing, or discussing the results						
Discussion and conclusions						
The conclusions are derived from the data						
Presents a clear and synthetic conclusion						
Presents original, novel and important aspects of the study						
Offers possible explanations about them						
Compares the results obtained with the available knowledge						
Discusses the theoretical and/or practical implications for future research						
It presents scopes and limitations of the results in relation to methodological aspects (validity)						
State the scope and limitations of the results in relation to the research problem and objectives proposed						
Bibliographic references						
They support the statements made in the study						
Relevant, up-to-date and comprehensive						
Respect the requested style according to the APA model Current Edition						

3. Opinion

- | | | |
|----------------------------------|--------------------------|---|
| Accept submission | ☐ | <i>When the manuscript does not require modification and can continue with the editorial process</i> |
| Publishable with modifications | ☐ | <i>When the manuscript requires minor modifications and can continue with the editorial process</i> |
| Pending: Resend for modification | ☐ | <i>When the manuscript requires major modifications, do not continue the process until corrections are made</i> |
| Resend for other publication | ☐ | <i>When the manuscript requires modifications that involve rethinking substantive issues</i> |
| Not publishable | ☐ | <i>When the manuscript cannot be published. Include justification in the comments section to the EDITOR</i> |

Do you wish to be contacted to verify the changes?

☐ Yes

☐ No

NOTE: It is important to mention that this opinion is a suggestion in the process of acceptance of the article and the decision to publish or not the article will be exclusive of the Editorial Committee of the Journal

4. If yes, how do you consider the document to be published?

- | | | |
|--------------------|--------------------------|---------------|
| Scientific article | ☐ | |
| Technical report | ☐ | |
| Literature review | ☐ | |
| Other | ☐ | Specify _____ |

5. Comments to the EDITOR

Use this space to make any comments you consider necessary for the journal's editorial team

6. Comments to the AUTHOR

Use this space to make general and specific comments for the author of the manuscript