

ADULT BASIC EDUCATION AND LITERACY JOURNAL
Published Jointly by the Commission on Adult Basic Education and ProLiteracy America

Manuscript Review Form

for use when evaluating research manuscripts

MS Title _____

MS# _____ Reviewer ID# _____ Review Due Date _____

I. CRITERION RATINGS

Low

High

Please circle the appropriate rating for each criterion.

1. The overall soundness of the approach (e.g., research methodology, logic of analyses, etc.)1 2 3 4 5
2. The practical relevance of this article to those working in adult literacy education (e.g., how relevant is the article for those working in the field of adult education?)1 2 3 4 5
3. The overall soundness of the inferences, conclusions and implications for practice.....1 2 3 4 5
4. The quality and timeliness of the references cited.....1 2 3 4 5
5. The organization, writing quality, and readability of the manuscript. ..1 2 3 4 5
6. Adherence to the journal's submission guidelines1 2 3 4 5

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On a separate sheet of paper bearing (a) your Reviewer ID# and (b) the MS# (see above), please type a narrative assessment of the manuscript, emphasizing its strengths and weaknesses. If you are recommending outright rejection, please state the major reasons. If you are recommending acceptance or revisions, please provide specific information that will help the authors improve this piece. In most cases your assessment will be shared with the authors; please keep that in mind when writing.

III. SUMMARY RECOMMENDATION

Please check one

- _____ Accept (require minor or no revisions)
- _____ Conditionally Accept (require substantial revisions)
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V. DECLINE TO REVIEW BECAUSE: _____

Please return review via U.S. mail, fax, or e-mail to:
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ADULT BASIC EDUCATION AND LITERACY JOURNAL

Research Manuscript Review Form

Instructions for Reviewers:

This form has been designed to help you judge the suitability of the attached research manuscript for publication in the *Adult Basic Education and Literacy Journal*. The editor will use the information you provide on this form (along with similar information provided by other reviewers) to decide whether this manuscript should be: (a) accepted with minor or no revisions, (b) conditionally accepted with substantial revisions, (c) rejected with resubmission encouraged, or (d) rejected outright. Please complete all sections of this form and attach a separate sheet with your typed narrative assessment. In completing this review form, please keep the following points in mind:

- (a) If you know that you will be unable to meet the review deadline, please return the manuscript to the editor immediately, indicating your inability to review.
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- (e) Thank you for your prompt and conscientious work on behalf of the journal and, more broadly, on behalf of adult basic education and literacy.