

Conference Paper Review Form Double-Blind Reviewing

Thank you for agreeing to be one of our reviewers. We are keen to ensure a high standard of papers for our conferences and the paper that is being sent to you has been submitted after a first selection process based on this author/s abstract. In general the standard of papers forwarded to us after the vetting of abstracts is good, but occasionally some weaker papers are also accepted for review. We are eager to help authors who may not yet have achieved a suitable skill in writing academic papers to the necessary quality. To this end we would be grateful if you would, wherever possible, provide constructive advice as to how they can make the paper more acceptable for presentation at a quality academic conference.

The conference committee would therefore be grateful if you would complete the table and rate the paper on the issues described below. As with all double-blind reviewing any comments you make will be passed to the authors on an anonymous basis.

As we strive to feedback comments to authors within 2 weeks of their paper submission please try to complete the review within that time.

Conference Name	
Conference Date	
Reviewer reference	
Paper Title	
Review due by	

	Please rate the following: (5 excellent, 1 poor)	5	4	3	2	1	N/A
1	Relevance to the conference						
2	Contribution to academic debate						
3	Structure of the paper						
4	Standard of English						
5	Appropriateness of the research/study method						
6	Relevance and clarity of drawings, graphs and tables						
7	Appropriateness of abstract as a description of the paper						
8	Use and number of keywords/key phrases						
9	Discussion and conclusions						
10	Reference list, adequate and correctly cited						

Specific reviewer comments to be passed to the author/s. *Please expand on any weak areas in the checklist and offer specific advice as to how the author(s) may improve the paper.*

Should this paper be accepted for presentation at the conference?

Yes - no changes	Yes - with minor revisions	Yes - with major revisions		No	
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Selected papers from the conference will be considered for a special conference issue of the Electronic Journal of XXXX. Please indicate if you think this paper is worthy of consideration.

Thank you for your help.
Please return this form to

17 May 2007