

Exceptional Children

A Journal Published by the International Council for Exceptional Children

Editors

Thomas E Scruggs and Margo A Mastropieri

George Mason University

HOW TO DO A REVIEW FOR *Exceptional Children*

Part 1: Review for Authors

Please begin your review by providing a brief summary of the main argument, evidence, and findings of the paper (no longer than one paragraph). Next, provide general comments and your overall evaluation. Please be sure to refer to the author guidelines (under Policies on the portal site) and evaluate the manuscript in terms of the following issues:

A. OVERALL IMPORTANCE OF THE WORK

B. ADEQUACY OF THE RATIONALE FOR THE STUDY OR PAPER

C. SCOPE AND ADEQUACY OF THE LITERATURE REVIEW

D. SOUNDNESS OF THE METHODS (for research studies this should focus on adequacy of design, participant description, measures, data analysis, and interpretation)

E. EDUCATIONAL IMPLICATIONS (are these addressed adequately)

F. QUALITY OF WRITING (include as appropriate comments on the overall clarity and organization of the paper)

3. If needed, also provide line-by-line comments for corrections or specific comments. This section should not be lengthy if the recommendation is to reject the paper.

4. Please keep in mind that reviews should maintain a tone of professional respect. Constructive criticism and suggestions for improving a paper are the hall-mark of a good review.

Then submit this portion of this portion of your review according to the directions on the portal site.

Part 2: Cover Letter for Editors

The next portion of your review will be included in your confidential cover letter to the editors section. Please start your letter with the following sentence:

My overall recommendation is to _____ (Place one of the following in the space: accept; accept with minor revisions; revise and resubmit with about a ___% chance that the paper can be revised so that it is acceptable; reject).

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We are very appreciative of your time in preparing a review that is informative to both us and the author. Once we have received your input and that of the other reviewers, we will read the manuscript ourselves in light of your comments and arrive at a decision regarding the status of the manuscript. You will receive a blind copy of our decision letter as well as the other reviews. Thank you very much for your support of *Exceptional Children*.