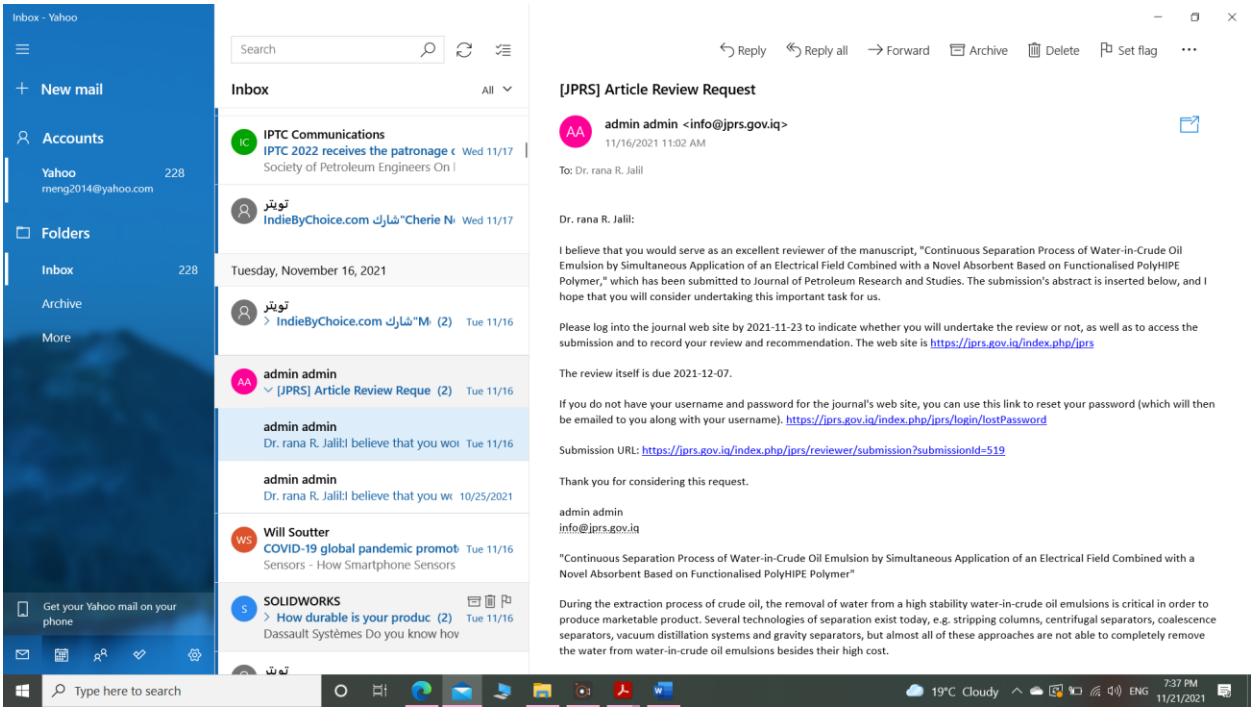
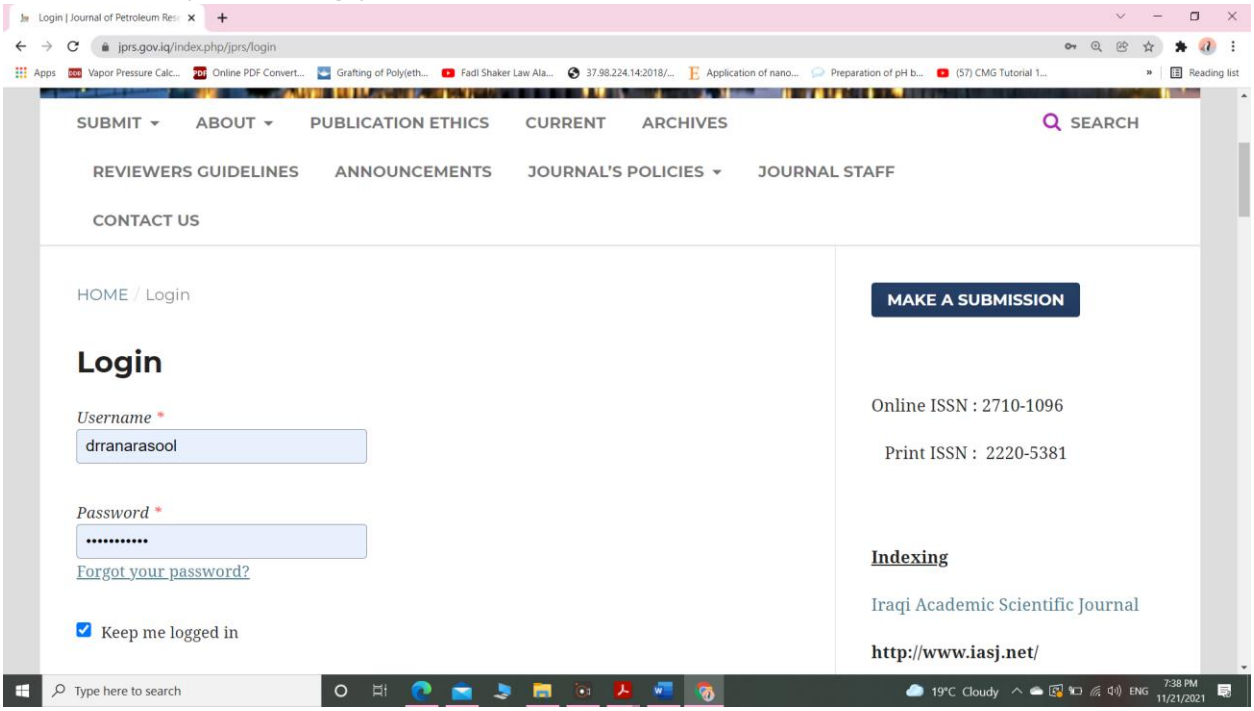
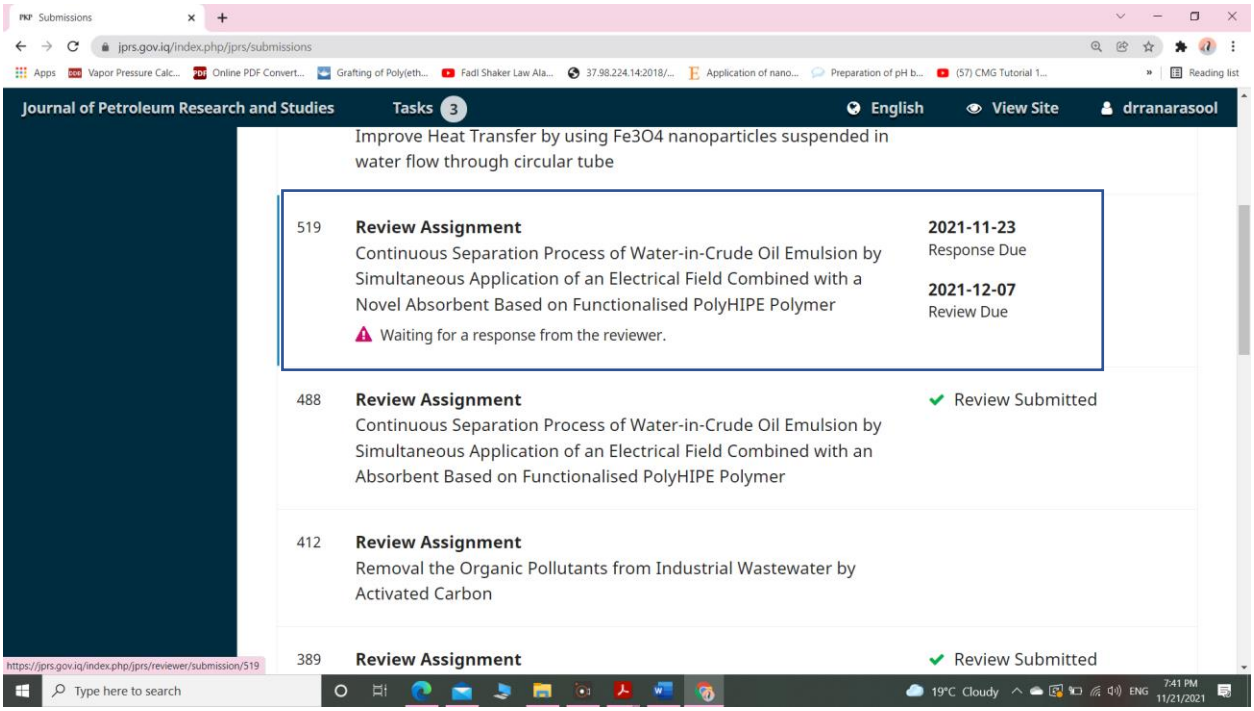
Reviewing Process

As a reviewer, you will learn of the review request via email or by checking your dashboard:



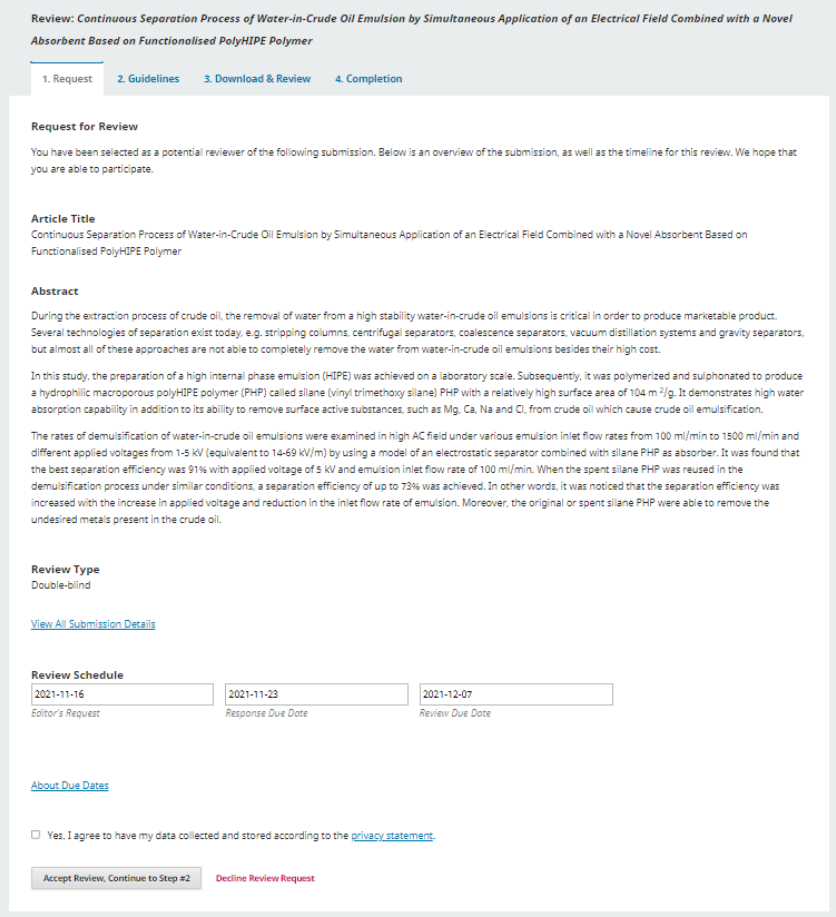
.. or by checking your dashboard:





From the My Assigned list, find the title and Review link. Notice the lack of any author information in this double-blind peer review process.

Selecting the Review link will take you to the first review step in the submission record, which is much more limited than the editor's view, and contains no author information.



The **View All Submission Details** link will open a window with additional information, including all of the non-author metadata:

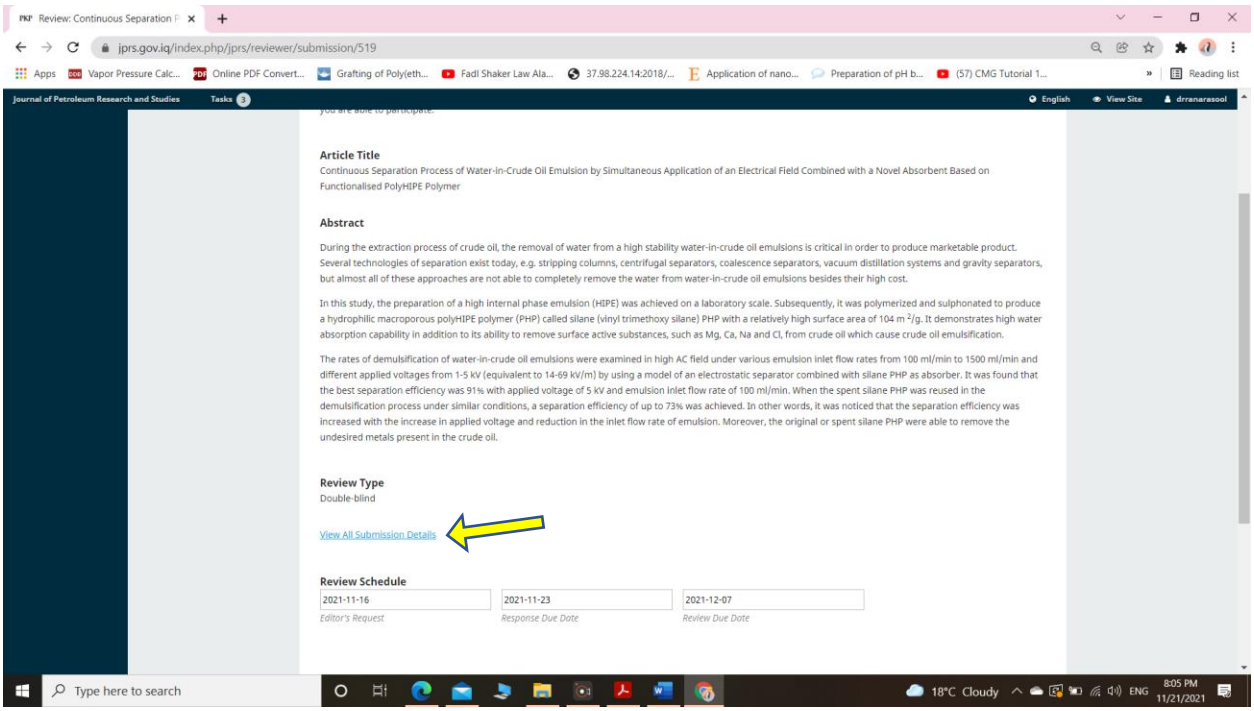
This first step consists of the following sections:

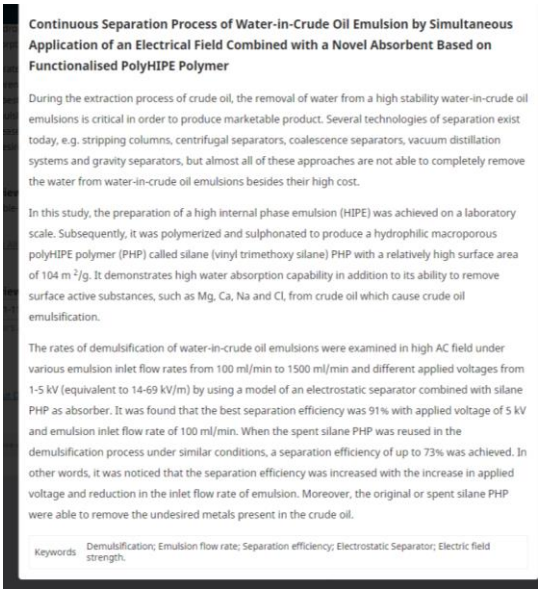
Request for Review: provides some text inviting you to act as a reviewer.

Article Title: provides the title of the article.

Abstract: provides the abstract text.

Further down the screen, you will find additional information.

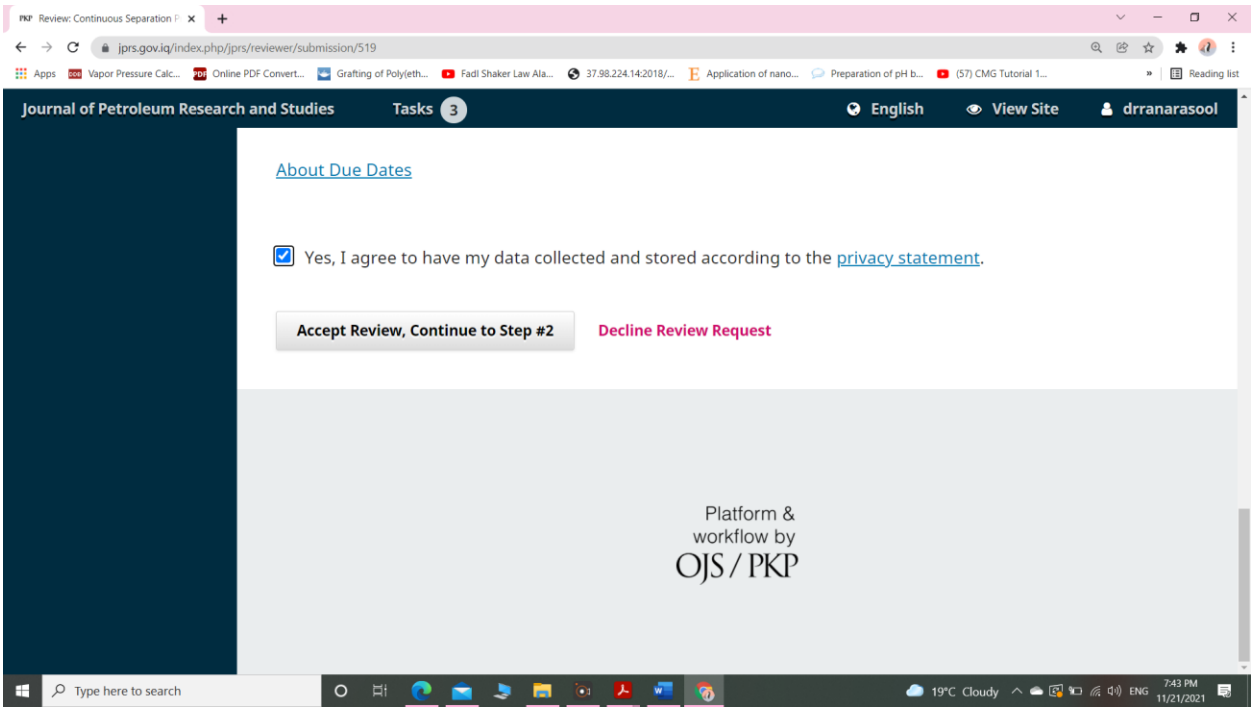




Note that none of these fields are editable by the reviewer, and are only provided to help you conduct a thorough review.

Close this window and move further down the screen. From here you can see the Review Schedule, including all of the relevant due dates.

From here, you can decline or accept the review. If you decline, you will be dropped from the process. If you accept, you will move to review step 2, where you would be able to read any reviewer guidelines provided by the journal.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Application of nano...
Preparation of pH b...
(57) CMG Tutorial 1...
Reading list
Journal of Petroleum Research and Studies
Tasks 3
English
View Site
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About Due Dates
Yes, I agree to have my data collected and stored according to the privacy statement.
Accept Review, Continue to Step #2
Decline Review Request
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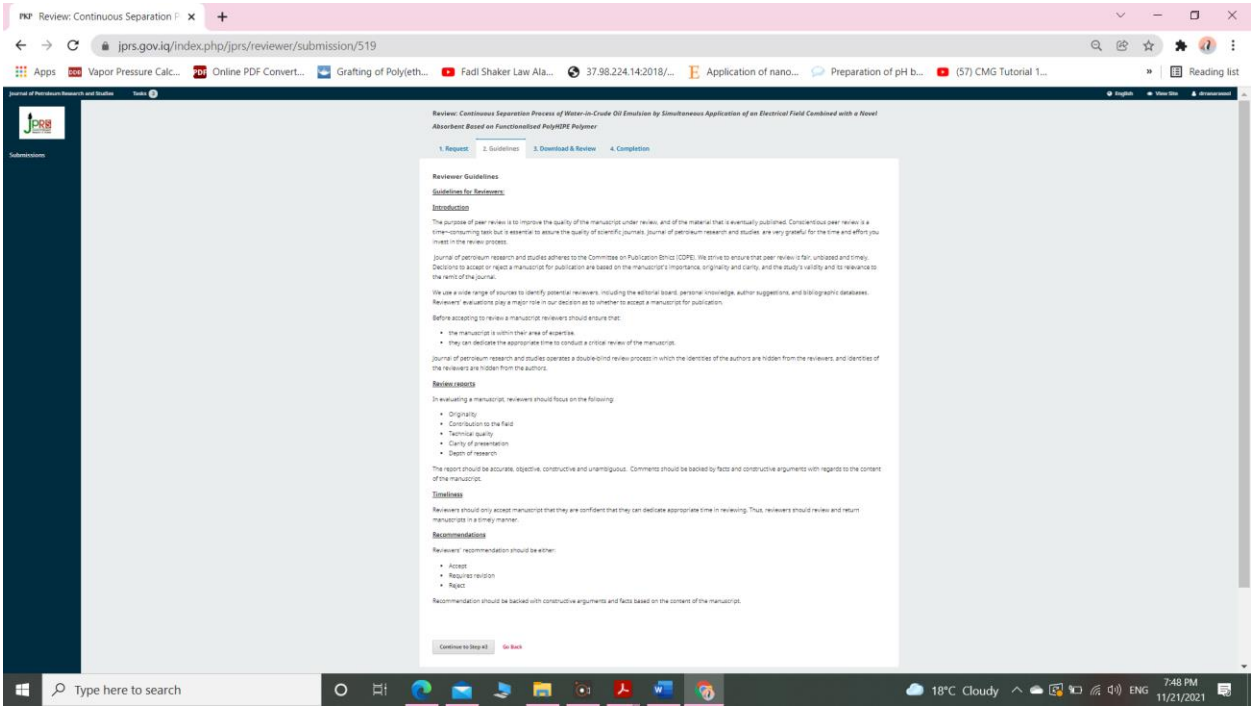
Review: Continuous Separation P
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Fadl Shaker Law Ala...
37.98.224.14:2018/...
Application of nano...
Preparation of pH b...
(57) CMG Tutorial 1...
Reading list
Submissions
Review: Continuous Separation Process of Water-in-Crude Oil Emulsion by Simultaneous Application of an Electrical Field Combined with a Novel Absorbent Based on Functionalised PolyHIPE Polymer
1. Request
2. Guidelines
3. Download & Review
4. Completion
Reviewer Guidelines
Guidelines for Reviewers:
Introduction
The purpose of peer review is to improve the quality of the manuscript under review, and of the material that is eventually published. Conscientious peer review is a time-consuming task but is essential to assure the quality of scientific journals. Journal of petroleum research and studies are very grateful for the time and effort you invest in the review process.
Journal of petroleum research and studies adheres to the Committee on Publication Ethics (COPE). We strive to ensure that peer review is fair, unbiased and timely. Decisions to accept or reject a manuscript for publication are based on the manuscript's importance, originality and clarity, and the study's validity and its relevance to the remit of the journal.
We use a wide range of sources to identify potential reviewers, including the editorial board, personal knowledge, author suggestions, and bibliographic databases. Reviewers' evaluations play a major role in our decision as to whether to accept a manuscript for publication.
Before accepting to review a manuscript reviewers should ensure that:
the manuscript is within their area of expertise.
they can dedicate the appropriate time to conduct a critical review of the manuscript.
Journal of petroleum research and studies operates a double-blind review process in which the identities of the authors are hidden from the reviewers, and identities of the reviewers are hidden from the authors.
Review reports
In evaluating a manuscript, reviewers should focus on the following:
Originality
Contribution to the field
Technical quality
Clarity of presentation
Depth of research
The report should be accurate, objective, constructive and unambiguous. Comments should be backed by facts and constructive arguments with regards to the content of the manuscript.
Timeliness
Reviewers should only accept manuscript that they are confident that they can dedicate appropriate time in reviewing. Thus, reviewers should review and return manuscripts in a timely manner.
Recommendations
Reviewers' recommendation should be either:
Accept
Requires revision
Reject
Recommendation should be backed with constructive arguments and facts based on the content of the manuscript.
Continue to Step #3
Go Back
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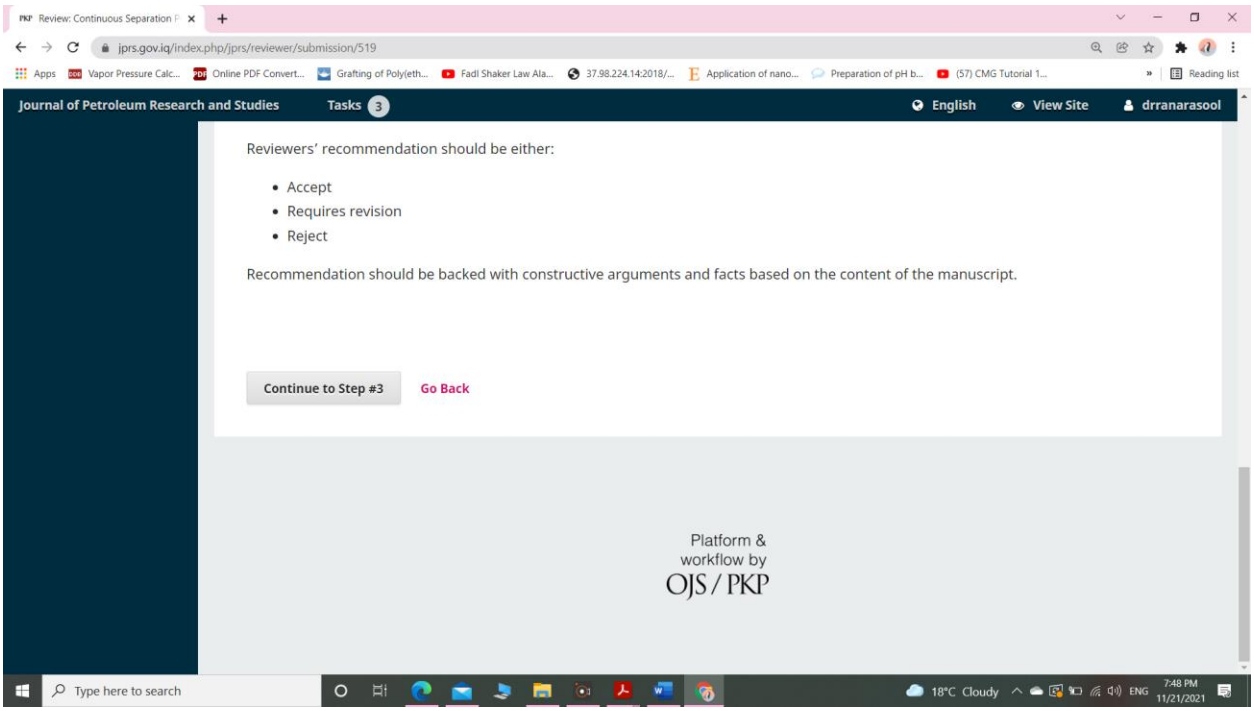
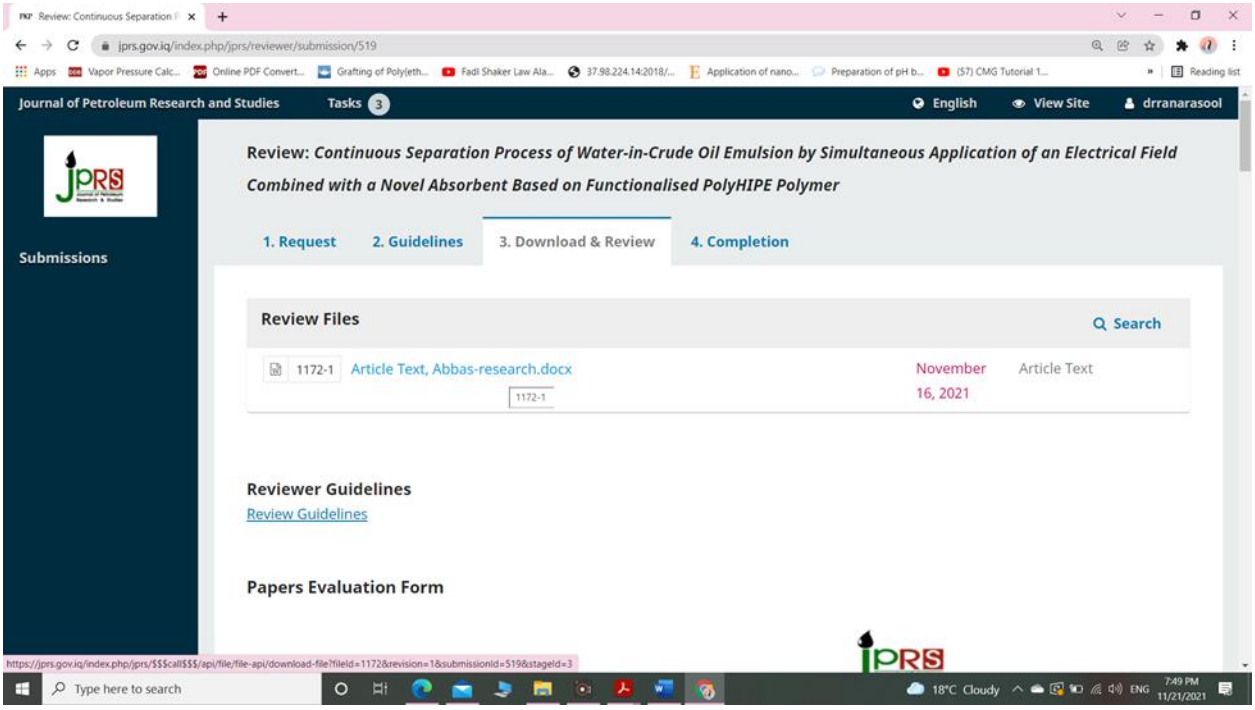
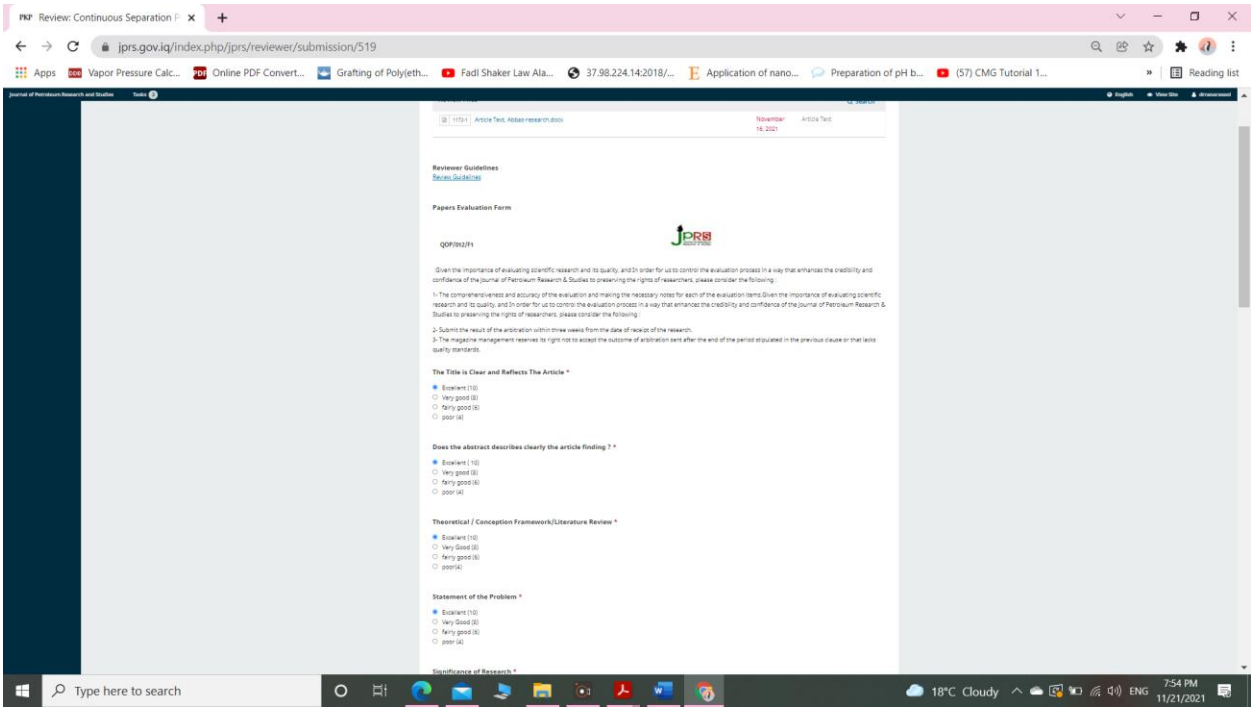


Hit **Continue** to move to step 3. From here you can download a copy of the review files and enter your review comments. The first window is for comments to the editor and the author; the second window is just for the editor.



Once you have read the paper and added your comments, Fill in the Papers Evaluation Form, scroll down the page to optionally upload a marked up copy of the review file (remember to strip any personal identification from the file before uploading it).



Next, you must then make your recommendation using the dropdown menu.

Your choices include:

Accept Submission: it is ready to go to Copyediting as is.

Revisions Required: it requires minor changes that can be reviewed and accepted by the editor.

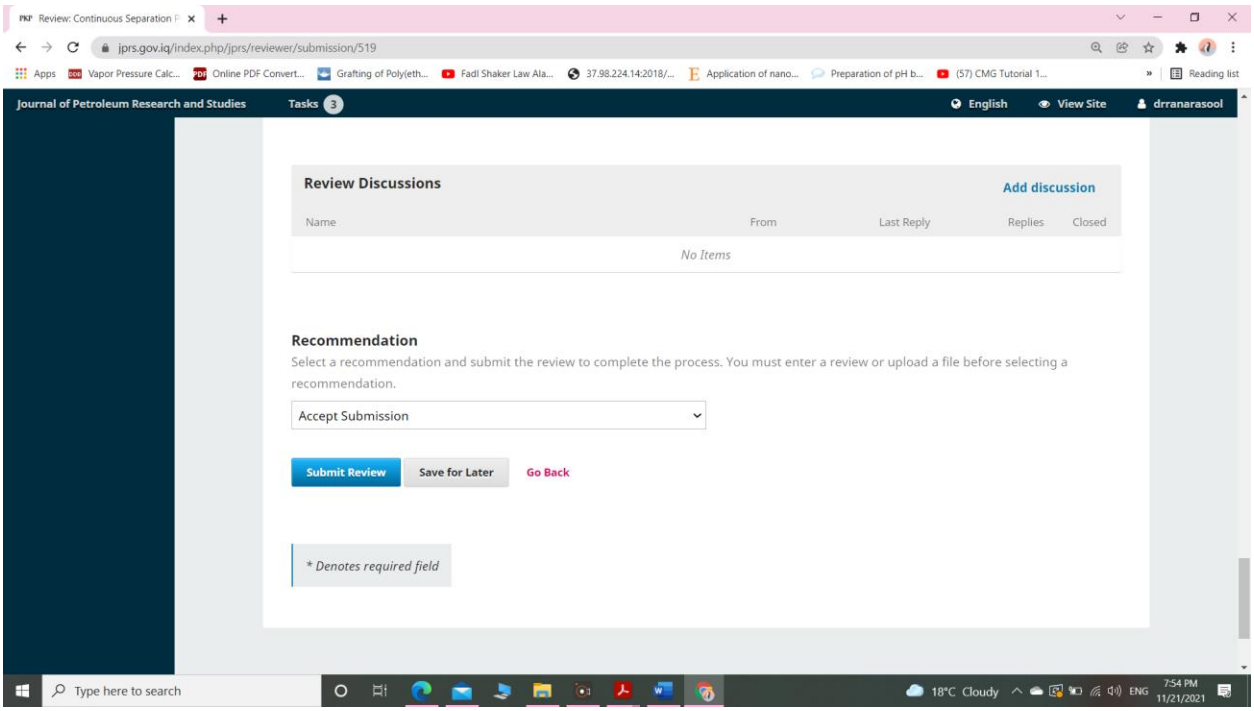
Resubmit for Review: it requires major changes and another round of peer review.

Resubmit Elsewhere: it doesn't seem like a good fit for the focus and scope of this journal.

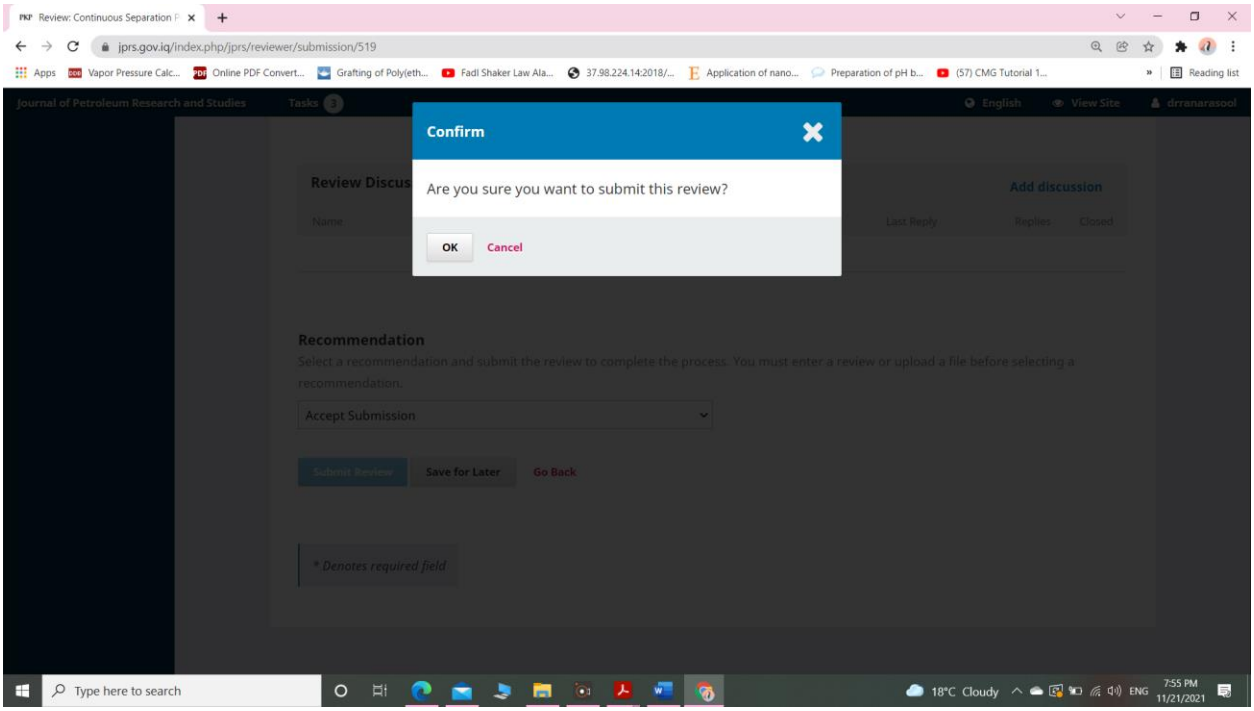
Decline Submission: it has too many weaknesses to ever be accepted.

See Comments: if none of the above recommendations make sense, you can leave a comment for the editor detailing your concerns.

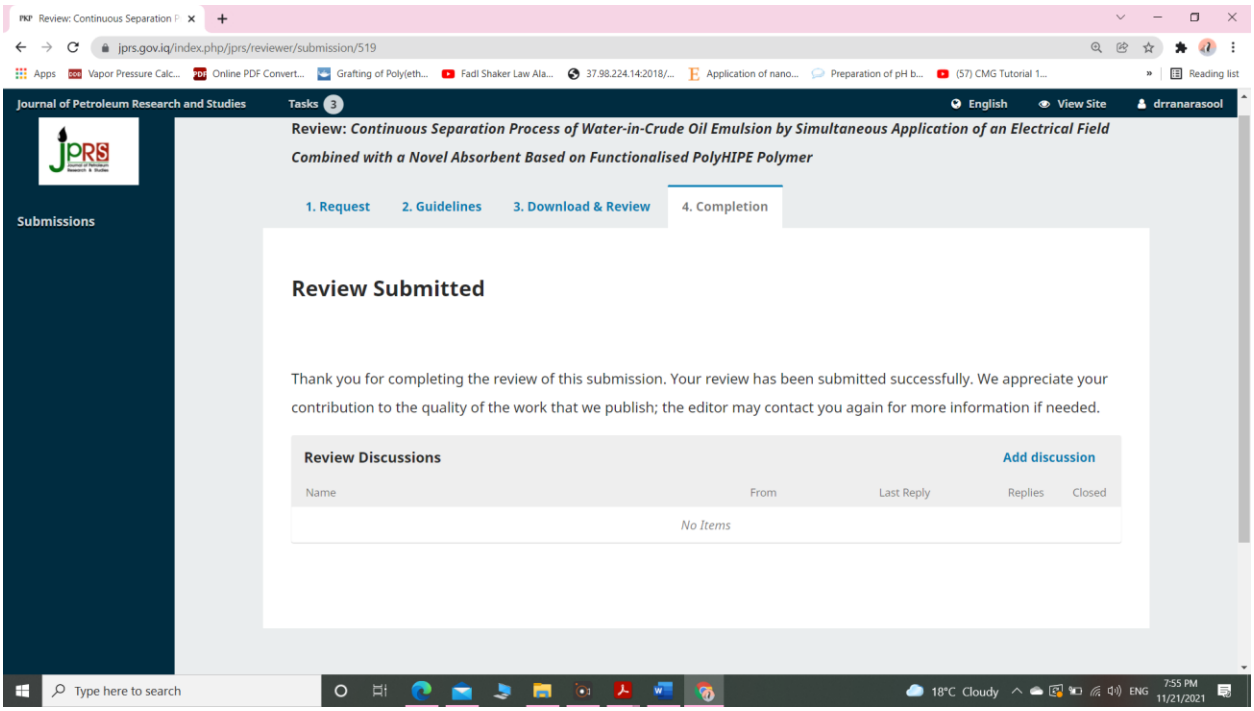
Finally, hit the Submit Review button to complete your task. You'll be asked to confirm.



Hit OK. You will be taken to the final confirmation screen thanking you for your work.



That's it! The review is now complete.


Review: Continuous Separation P
jprs.gov.iq/index.php/jprs/reviewer/submission/519
Apps
Vapor Pressure Calc...
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Grafting of Poly(eth...
Fadl Shaker Law Ala...
37.98.224.14:2018/...
Application of nano...
Preparation of pH b...
(57) CMG Tutorial 1...
Reading list
Journal of Petroleum Research and Studies
Tasks 3
English
View Site
drranarasool
Submissions
Review: Continuous Separation Process of Water-in-Crude Oil Emulsion by Simultaneous Application of an Electrical Field Combined with a Novel Absorbent Based on Functionalised PolyHIPE Polymer
1. Request
2. Guidelines
3. Download & Review
4. Completion
Review Submitted
Thank you for completing the review of this submission. Your review has been submitted successfully. We appreciate your contribution to the quality of the work that we publish; the editor may contact you again for more information if needed.
Review Discussions
Add discussion
Name
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