SCHOOL LEADERSHIP REVIEW

Manuscript Review Form

Thank you for agreeing to serve as a reviewer for ***School Leadership Review***. Please use this form to review your assigned manuscript by doing the following:

1. After reading the manuscript, provide a single score (1=Very Poor, 2=Below Average, 3= Average, 4=Above Average, or 5=Excellent) for each domain and provide comments as needed to clarify deficiencies and/or guidance on how to correct.
2. Provide a recommendation based on how you scored the rubric.

Once you complete the review, please upload the form and any additional notes (i.e., the manuscript if you downloaded it and provided feedback on it) using the link in the review portal.

**Manuscript Number:**

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| --- | --- | --- | --- | --- | --- |
| **Relevancy of Current Topic** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:      |
| **Ease of Reading/Understandability** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:       |
| **Command of Relevant Theoretical/Conceptual Framework** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:      |
| **Command of Relevant and Recent Literature** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:       |
| **Appropriate Methodology/Design** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:       |
| **Significance/Usefulness of Findings** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:       |
| **Overall Quality of Manuscript** | 1 | 2 | 3 | 4 | 5 |
| [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments:       |

**RECOMMENDATION**

Please use the following as general guidance for your recommendation:

**[ ]  Accept with No Revisions Needed**: Manuscript receives a score of 5 in all domains, completely adheres to APA style and mechanics, and just needs to be reformatted (made single-space) to meet publishing guidelines to be publish ready.

**[ ]  Accept with Minor Revisions**: Manuscript has minor issues regarding formatting and writing, and/or may need minor clarification or additions in major sections of the manuscript.

**[ ]  Reject and Resubmit with Major Revisions**: Manuscript addresses a meaningful topic or makes a meaningful contribution to the field but has major issues that cannot be easily or quickly corrected within a week.

[ ]  Reject: Manuscript does not address a meaningful topic or make a meaningful contribution to the field, and/or has major flaws in overall condition of writing, design, analysis, or findings.

Overall Comments and Feedback

Thank you, again, for serving as a reviewer!