UMT Education Review
Department of Education
University of Management and Technology

Guidelines for Reviewers of UER

- Reviewer must explicitly write his/her observations in the form of 'comments' in the review mode so that author(s) can see exactly where the comments belong to,
- Follow the Sample review report, the reviewers are requested to complete the prescribed form,
- Any personal comments on author(s) should be avoided and final remarks must be written in a courteous and positive manner,
- Indicating any deficiencies is important. For the understanding of editor and author(s), the reviewers should highlight these deficiencies in some detail with specificity. This will also justify the comments made by the reviewer,
- When reviewer makes a decision regarding research paper, it will clearly indicate as, 'Accept as it is', 'Need Minor Revision', 'Need Major Revision' or 'Reject', and either of the decisions should have justification of the same. We do not give reject in primary revision until and unless it is absolutely necessary.
- Even in case of 'Rejection' the reviewers should indicate the revisions clearly and comprehensively, and suggest re-write and submit again for the morale of the writer.
- It is helpful for both the editor and author(s) if the reviewer writes a brief summary in the end of the review report. This summary should comprise of reviewer's final decision and inferences drawn from full review,
- However, the final decision about publishing a research paper (either accept or reject) will solely rest with the editor. The editor will surely consider reviewer's comments and have a right to send the paper for another opinion or send back to the author(s) for its revisions before making the final decision.

Dr. Seema Arif
Editor UMT Education Review
Associate Professor
Department of Education
University of Management and Technology
Lahore. Pakistan.