

INSTRUCTIONS FOR REVIEWERS

Reviewers play a crucial role in assisting the editor with editorial decisions and improving the quality of published work by critically evaluating submitted manuscripts and providing constructive feedback on the research and its presentation.

Reviewers should be qualified to assess the research area and complete the review promptly. If unable to meet these requirements, they should inform the editor and withdraw from the review process.

All manuscripts assigned for review are confidential and must not be shared or discussed with others without the editor's permission.

Reviews should be conducted objectively, focusing criticism on the manuscript's content and not the author personally. Reviewers should clearly express their views with supporting arguments.

Additionally, reviewers should alert the editor to any significant similarities or overlaps between the manuscript under consideration and any published work known to them.

Furthermore, the reviewer may not use unpublished materials disclosed in the submitted manuscript for their own research without written consent from the author.

Finally, reviewers should always avoid reviewing manuscripts with a conflict of interest.

Papers published in **MemorabiLika** are classified into the following categories:

- a) **Original scientific paper** – original scientific work presenting new findings from fundamental or applied research
- b) **Preliminary communication** – a scientific article that provides at least one new valuable scientific information but may lack sufficient details for readers to fully evaluate the scientific findings.
- c) **Review** – an article that summarizes existing literature on a specific topic, offering insights into the current scientific knowledge
- d) **Professional paper** – an article that represents valuable contributions from the field of expertise, not necessarily based on original research

REVIEW FORM

MemorabiLika Journal Editorial Office

Adress:

State Archive in Gospić

Kaniška 17, 53 000 Gospić

University of Zadar

Mihovila Pavlinovića 1, 23000 Zadar

Phone: 385 (0)53 560-44, Fax: 385 (0) 53/560-441

Email: memorabilika@gmail.com

Dear: _____,

We kindly invite you to review the manuscript titled:

in the attachment and submit your review by _____.

If you are unable to review the manuscript for any reason, please inform us as soon as possible. We would also appreciate it if you could suggest another qualified reviewer.

Thank you for your time and consideration.

Sincerely,

Editor-in-Chief

Ivica Mataija, PhD

REVIEWER'S EVALUATION

Title of the paper:

Please consider the following criteria from the Editorial Board of MemorabiLika when reviewing the manuscript:

- Assess whether the **title** adequately reflects the manuscript's content and is concise.
- Evaluate the appropriateness of the **methodology** used for the subject studied and the research question addressed.
- Determine if the specialized **terminology** is well-chosen, consistently used in the manuscript, and applied correctly.
- Identify any **errors** in the theoretical exposition, data processing, results interpretation, or graphical representations.
- Evaluate the balance and consistency of the manuscript's structure, including the **length** of different sections.
- Identify and specify locations of any unnecessary **repetitions**.
- Assess the text's **clarity**, logical flow, and absence of **contradictions**.
- Evaluate the logical flow of the **conclusion** and its connection to the obtained results of the research.
- Verify that the **literature** cited is relevant to the research and referenced correctly according to the journal's style guide.

Comments and suggestions of the reviewer:

Please choose one option from each section:

1. Short evaluation:

- A) Accept without changes
- B) Accept after suggested changes are made
- C) Make significant or complete changes before accepting
- D) Decline

2. Paper categorization:

- A) Original scientific paper
- B) Preliminary communication
- C) Review
- D) Professional paper

Reviewer Information:

Last Name, First Name:

Scientific Title:

ID Number of the Scientist:

Institution:

Address:

Date:

Reviewer's Signature:
