Dear Sir/Madam,

The Editorial Board of the scholarly journal PROSTOR has received the manuscript „Lorem ipsum dolor sit amet, consectetur adipiscing elit…“. To our knowledge, the paper's topic falls within the scope of your professional and scientific competence and expertise and therefore we kindly ask you to read the manuscript and write a peer-review on the enclosed review form.

All submitted papers are subjected to a double-blind peer-review process [neither author(s) nor reviewer(s) know each other's identities] in order to assure an unbiased and objective assessment.

If you agree to peer review the paper, we kindly ask you to submit your review within 15 days so that the next issue of PROSTOR could be prepared on time. If, for whatever reason, you are unable to prepare your review in due time, we would appreciate it if you could notify us on time so that we could send the article to another reviewer.

There is a standard fee to be paid for the peer-review process, so we kindly ask you to enclose all relevant personal data needed to make payment (in case the Faculty of Architecture Accounting office does not already have it).

Yours faithfully,

Zlatko Karač, Ph.D., Associate Professor
Editor In Chief

REVIEWER GUIDELINES:

The contents related issues:

1. Does the paper's topic fall within the thematic scope of the journal PROSTOR?
2. Does the paper's title reflect its content?
3. Does the paper present the content that is neither new nor interesting so that it could be shortened, or does it require some improvements or additions?
4. Does the author use standard and comprehensible professional terminology and are, to your knowledge, the cited references correct?
5. Are the pictures and tables intelligible without textual explanation and does their graphic quality meet the printing standards?
6. Please suggest paper categorization.

Technical aspects:

7. Is the paper entirely written according to the Guidelines for authors and Guidelines for references (https://hrcaj.srce.hr/prostor?lang=en) or is there a need for additional improvements (text size; notes; bibliographical units; size of the short and full summary; author's biography; number, quality and captions for visual materials etc.)?
REVIEW

1. Title of the paper: _____________________________________________________________

2. Reviewer: __________________________________________________________________

3. Scientist’s / reviewer’s registration number and scientific rank:

4. Paper could be published in the journal PROSTOR: • YES  • NO

5. Paper is categorized* as:
   • ORIGINAL SCIENTIFIC PAPER
     The original scientific paper contains theoretical and practical results of the fundamental or applied research; it presents the original scientific research results for the first time; It is an integral and in-depth presentation of an entirely completed research or its completed phases which are not expected to yield some further important results; the research can be repeated and its results tested.
   • PRELIMINARY COMMUNICATION
     The preliminary communication is the first short article describing scientific research results which, due to their topical interest, should be published rapidly; it contains one or more new research information without an integral overview of the topic; it is primarily published in order to secure copyright in the name of the author for his partial research results; it does not provide the conditions for repeated research or testing its results.
   • SUBJECT REVIEW
     The subject review presents an integral overview of an area or a problem with a critical review or assessment; it is based on some earlier published results but also contains new analyses and syntheses, new relationships and/or new hypotheses for further research; the cited literature should be comprehensive enough to provide insight into the researched area; its systematicity, evaluation, commentaries, conclusions and presentations of someone else's or one's own research results give it a clear instructional purpose.
   • PROFESSIONAL PAPER
     The professional paper describes and systematizes the gathered data which are based on the already published results and known facts; it does not contain original (new results); the relevant aspects of such a paper should be a systematized way of the content presentation with well laid out graphic representations (tables, graphs, maps) as well as the literature and other sources. In view of the fact that professional papers are not normally published in the journal Prostor, we kindly ask the reviewers to suggest ways in which a particular article should be improved in order to possibly reach the level of a scientific paper.

6. REVIEWER’S OPINION:

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* The category of a paper is determined by the type of research and the manner in which it is carried out and not by the paper’s quality or value.