**PJSL Manuscript Review Form – Research with Reflection**

**Review Guidelines:** Please consider the criteria below as a guide for writing your review. Please provide suggestions for revision and specific feedback to the writer in the comments sections below, along with your final recommendation.

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| **MANUSCRIPT#** |  |
| **DATE OF REVIEW** |  |

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| **SECTIONS** | **CRITERIA** | **COMMENTS** |
| Introduction/ Background with Literature Review | * Provides an introduction and background describing the community need/problem that your project or service addresses. Statistics are appropriate here. [E.g., Twenty million people in the US suffer from diabetes (reference)].
* Describes relevant literature and its outcomes pertinent to your project/service. Identify gaps in research that your project addresses.
* Describes your motivation for participation (e.g. required course, study abroad opportunity, community volunteerism opportunity, internship).
* Identifies the primary objective of your research.
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| Methodology | * Describes the community partner and/or people served by your project or service.
* Describes details such that your project or service is reproducible by others, i.e., specific actions/decisions made throughout the project.
* Describes the tools for data collection (e.g., questionnaires, interviews, observations, archival research, oral histories, discourse analysis).
* Explains your primary outcome measures, i.e., how did you plan to measure your success?
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| Results | * Presents quantitative and/or qualitative results from the project.
* Ties the results to the project goal(s) and objective(s).
* Presents graphics (e.g., charts, images, tables) with results to enhance understanding.
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| Community Impact | * Discusses how the clients and/or the organization benefited from this project (tangible and intangible outcomes).
* Describes challenges/barriers encountered with the organization.
* Describes challenges/barriers encountered with the clients.
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| Student Impact | * Describes personal and professional gains from your experience.
* Describes personal or professional challenges/barriers encountered when conducting activities, how they were addressed, and what could be done differently next time.
* Explains if/how this experience might impact future career plans or service.
* Explains any plans to continue working with the community partner.
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| Conclusion | * Recaps the importance of the research
* Outlines future avenues for continuing the research and/or new projects
* Describes how reciprocity could be enhanced (mutual benefits to the community partner and the student).
* Expresses why you wrote this article and how it can inform readers.
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| Additional Comments |  |

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| **FINAL RECOMMENDATION** (Please highlight one of the decisions) | Accept with minor changes |
| Major revisions recommended |
| Reject |