**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. |  |
| 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? |  |
| 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. |  |
| 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. |  |
| 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. |  |
| 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. |  |
| Additional Comments |  | |

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