

# Peer review

BLG374E  
Tech.  
Comm.  
Eng.

## **Reviewer to-do:**

- Write your name & ID.
- Write a summary of survey.
- Write about biggest issues first.
- Be specific.
- Give suggestions.
- Also note positive aspects.

# Possible peer-review questions (I)

- What kind of software was reported on?
- What are the main conclusions made by the survey?
- What criteria were used to evaluate the software chosen?
- Is there anything you would do different if you had written this survey?
- Is the tone formal? Is the language plain?
- Is there a title?
- Is the spelling correct?
- Are the formatting and punctuation tidy?
- Are the main findings given?
- Is it brief/concise?
- Is the reason for the report introduced?
- Is the contents of the report summarised in the introduction?
- Is a short background given?
- Is the approach used summarised?

# Possible peer-review questions (II)

- Are the criteria used justified?
- Are results of research provided?
- Are the results analysed?
- Is guidance to the reader about the best choice of software provided?
- Are all references cited?
- Are all citations referenced?
- Are there any missing citations?
- Does it following the formatting guidelines?
  - - Max 5 pages, 11pt font, approx 2cm margins.
  - - Title page has authors, TOC, and abstract.
  - - Is there no footer?
  - - Does the header have title, author, page number?
- Is the abstract informative?
- Does the abstract summarise the conclusions (i.e. is it informative?)