



CIRI Journal Peer Review Guidelines

Thank you for your willingness to serve as a peer reviewer of a submission to the CIRI *Journal of Cleaning Science*. The Journal is a peer-reviewed technical magazine that publishes twice a year. The focus is on research that helps professionals quantify and measure clean in a variety of settings.

Your input and expertise are vital aspects of the peer review process, and we appreciate your willingness to help provide the industry with valid research and data. Here are several steps to help you navigate the process. Please do not discuss or share this article with anyone without checking with the editor first. Peer reviewers and authors are kept confidential to protect the peer review process. (The *Journal of Cleaning Science* uses a double-blind review process.)

1. Skim through the paper and jot down any notes or questions. Some things to keep in mind as you read include: a) Main idea, question or problem addressed by the paper or research; b) originality of the topic or premise; c) are the conclusions supported by the research, evidence or arguments; d) does the paper disagree with or support current industry consensus; e) is the paper well-written and the arguments/conclusions clear?
2. Are there flaws in the paper such as: a) insufficient data or research; b) contradictions between the data presented and the conclusions, or bias; or c) unsupported conclusions?
3. Following your first read through, begin drafting your review by highlighting for the editor the positive or negative aspects of the paper, if the premise is accurate and supported (or not), and your recommendation to publish or not. This should be 1-2 paragraphs.
4. Begin your second read through of the paper and consider: a) Are there specific aspects that need to be addressed before publication? b) Are there positive aspects of the paper, premise, research, etc. that can be shared with the author? c) Is there anything unclear, any factual errors, or any invalid or unsupported arguments? d) Is the information or premise new, unique or does it address an industry problem? e) Is the research cited valid, replicable and provide sufficient data upon which to base the conclusions?
5. Finally, consider: a) Are the conclusions reasonable and accurate? B) Are there sufficient references cited? c) Is the writing original or is there a possibility of plagiarism?

Things to include in your review:

- Your impressions of the research
- Feedback on the paper's strengths and weaknesses. Provide examples and details of what could be done to improve the paper.
- Make a recommendation to publish the paper or not and the reasons why.

Questions? Please contact:

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