Resources for Reviewers

Overview

The **African Journal of Reproduction and Gynaecological Endoscopy (AJRGE)** values the critical role reviewers play in maintaining the quality, integrity, and credibility of scholarly publishing.

This section provides **guidelines, tools, and ethical standards** to support reviewers in delivering **high-quality, objective, and timely peer reviews**.

1. Role of the Reviewer

Reviewers are expected to:

- Provide **independent, unbiased, and constructive evaluations**
- Assess the **scientific validity, originality, and relevance** of submissions
- Offer **clear recommendations** to support editorial decisions
- Maintain **strict confidentiality** of all submitted materials
- Complete reviews within the **stipulated timeframe**

2. Peer Review Process at AJRGE

AJRGE operates a **double-blind peer review system**, where:

- Reviewers do not know the identity of the authors
- Authors do not know the identity of reviewers

Review Workflow:

1. Invitation to review
2. Acceptance/decline based on expertise and availability
3. Manuscript evaluation
4. Submission of review report
5. Possible re-review of revised manuscript

3. Key Evaluation Criteria

When reviewing a manuscript, consider:

Scientific Quality

- Sound methodology and study design
- Valid data analysis and interpretation
- Clear and logical presentation of results

Originality and Relevance

- Novel contribution to the field
- Alignment with AJRGE's scope

Clarity and Structure

- Well-organized manuscript
- Clear language and readability

Ethical Compliance

- Evidence of ethical approval
- Proper consent for human studies
- Absence of plagiarism or misconduct

4. Writing a High-Quality Review

A strong review should include:

- **Summary of the manuscript** (brief and objective)
- **Major comments** (methodology, validity, originality)
- **Minor comments** (grammar, formatting, clarity)
- **Constructive suggestions** for improvement
- A clear recommendation:
    - Accept
    - Minor revision
    - Major revision
    - Reject

5. Ethical Standards & Responsibilities

AJRGE adheres to global best practices, including guidelines from the Committee on Publication Ethics and the International Committee of Medical Journal Editors.

Reviewers must:

- Declare any **conflicts of interest** before accepting a review
- Maintain **confidentiality** of manuscript content
- Avoid using unpublished data for personal advantage
- Report any **suspected plagiarism, duplication, or misconduct**
- Provide **objective, respectful, and professional feedback**

6. Tools to Support Reviewers

Plagiarism & Similarity Checking

- **iThenticate** – Industry-standard similarity checker

- **Turnitin** – Widely used academic tool

Language & Clarity Improvement

- **Grammarly** – Helps assess grammar and readability
- **Hemingway Editor** – Improves clarity and structure

Reference & Citation Checking

- **Zotero**
- **Mendeley**

7. Timeliness and Responsiveness

Reviewers are expected to:

- Accept or decline review invitations promptly
- Submit reviews within the agreed timeframe
- Communicate proactively if delays arise

Timely reviews are essential to maintaining an efficient publication process.

8. Confidentiality and Data Protection

All manuscripts under review are **confidential documents**.

Reviewers must:

- Not share or distribute manuscript content
- Not discuss the manuscript with unauthorized individuals
- Not retain copies after completing the review

9. Reviewer Recognition

AJRGE acknowledges the valuable contributions of reviewers through:

- Editorial recognition
- Certificates of review (where applicable)
- Inclusion in reviewer acknowledgements

10. Support & Contact

For assistance or inquiries regarding the review process, reviewers may contact the AJRGE editorial office through the official communication channels provided on the website.