

Full Manuscript Submission
REPORT TO EDITOR
CONFIDENTIAL

Reviewer Name:
 MS #:
 MS Title:

1. **Instructions:** The purpose of a review is to obtain an expert opinion of the suitability of a manuscript for publication in AJOT and to assist the author when appropriate, with strengthening the paper. All manuscripts should be treated confidentially.

Please summarize your evaluation of the manuscript as follows (please check-off appropriate box):

	Minimal or no revision needed	Moderate or substantial revision needed	Major problem—no revision possible
ABSTRACT			
Appropriate length about 150 words			
Includes purpose, methods, results, conclusions			
Accurately and concisely conveys content			
TITLE			
Title Includes major variables in study and the population			
Title reflects the paper			
INTRODUCTION			
Nature and scope of problem presented			
Rationale, need, and importance for the study described			
Purpose of study is clearly stated			
Purpose addresses clinical need or professional direction			
RESEARCH QUESTIONS (if study is a research paper)			
Research questions are clearly articulated			
DEFINITIONS			
Definitions are given for all independent and dependent variables (within the text). Appropriate definitions are operationalized			
Definitions are provided for all terms that may be unfamiliar to the reader			
LITERATURE REVIEW			
Exhaustive discussion of related studies			
Relevant and up to date citations			
Authors clearly describe what their study/paper will uniquely contribute to the literature			
METHODOLOGY			
Research Design is clearly stated			
Research design is appropriate to research question			
Adequate description of instruments			
Adequate description of participant selection			
Adequate description of participants			
Adequate description of setting			
Adequate description of procedures/methods			

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	Minimal or no revision needed	Moderate or substantial revision needed	Major problem—no revision possible
Adequate description of data collection			
Validity and reliability of data collection addressed			
Strategies used to assure validity/trustworthiness			
Adequate description of data analysis			
Methodology written clearly enough to be replicated			
RESULTS			
Text agrees with data presented in figures and tables			
Includes relevant statistical analysis (if quantitative design)			
Analysis is clearly and accurately described			
Includes description of themes that emerged from the findings (if qualitative design)			
Results are objectively and clearly presented			
DISCUSSION			
Relates findings to the problem statement and to the research questions			
Relates findings to work of others (Literature Review)			
Discussion expands on and interprets results			
Discusses limitations of study			
DIRECTIONS FOR FUTURE RESEARCH			
Includes suggestions for further research or next step of this study			
REFERENCES			
Pertinent & current citations			
Presented in APA style			
All citations that are in the text are also present in reference list			
FIGURES & TABLES			
Complement, not duplicate text			
Clearly labeled and understandable			
STYLE of PAPER			
Well written			
Well organized			
Clear & precise language			
Key terms well defined and retain the same definition throughout the paper			
OVERALL			
Provides important information that is easily translatable to clinical practice			
OR provides information that is important to the direction of the profession			
	Low	Mod	High
Potential to Contribute to OT Profession			

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2. **Comments:** **If you have confidential comments for the editor**, please use the space below or attach a separate page. If no confidential comments are required, place all comments on the **Report to Authors Form**.

3. **Recommendations:**

_____ Accept for publication (may need minor revisions)

_____ Revise (needs **minor** revisions)

_____ Revise (needs **major** revisions)

_____ Reject

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