**External Reviewer's Guide for Original Articles. Biocenosis Journal**

1. The external evaluation of articles, carried out by experts who are not part of the Editorial Committee, is a recommended practice by various international entities dedicated to standardizing scientific publications.
2. The article is a confidential document. Upon acceptance of the evaluation request, you commit to:
   * Not use the knowledge gained from reviewing this article to promote your own interests.
   * Respect the confidentiality of the information contained in the article you will review, and not discuss its contents or any aspect related to the evaluation with third parties.
   * Delete electronic copies of the articles after submitting your evaluation.
3. The evaluation process is anonymous. The reviewer will be unaware of the identity and affiliations of the author or authors of the article. Similarly, the reviewer will maintain their anonymity in relation to the author or authors.

The Biocenosis Journal of the Universidad Estatal a Distancia (Costa Rica) employs the following guide for the review of original articles as an orientative tool to assist its collaborators in the evaluation process.

**Before evaluating the article, attention should be paid to the following aspects:**

|  |  |  |  |
| --- | --- | --- | --- |
| Aspects to Evaluate | Fully Met | Partially Met | Not Met |
| The title is clear and appealing. |  |  |  |
| Abstract (250 words max.), reflects the problem, methodology, and conclusions. |  |  |  |
| Keywords do not repeat the same words as the title. |  |  |  |
| The structure of the article is clear (introduction, development, conclusion). |  |  |  |
| There is evidence of critical analysis in the treatment of the topic. |  |  |  |
| The vocabulary used is clear and adapted to the target audience. |  |  |  |
| The bibliographic references are clear, current, and comply with the requested style (APA). |  |  |  |

**Publication Recommendation:**

The evaluation result will be completed in the following table, where acceptance (total or partial) or rejection of the article will be marked with an X. The reasons should be explained through comments for the editor and for the author. The source of comments for the author will remain anonymous.

|  |  |
| --- | --- |
| Article Title: | |
| Accepted |  |
| Accepted with modifications |  |
| Rejected |  |
| Comments for the author: | |
| Comments for the editor: | |

**We request information for the exclusive use of the journal:**

|  |  |
| --- | --- |
| Reviewer's Information | |
| Name: |  |
| Workplace: |  |
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| Specialty: |  |
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