



Principles for Reviewing Synopses/Papers

1. Not overtly commercial or partial
2. Current or fairly recent (last 2 years) work
3. Not developing an individual point of view (ranting!)
4. Likely to obtain permission of Sponsor (if applicable)
5. Paper should not have been presented before – but can be a development of a previous paper
6. Should describe something actually done and results rather than “project plans”
7. Should be forward looking and within a broader context

For full papers, those being refereed should be clearly indicated to readers. For them, relevant additional criteria are:

8. Clear structure including, for example, objectives, work performed, analysis of outcomes, and conclusions
9. A clear separation of facts, deductions and opinions
10. English to a level that is reasonable and understandable - and making extra allowance for non-native speakers