EVALUATION FORM FOR ARTICLES IN REVISTA DE ARQUITECTURA

* This form corresponds to a guide for the evaluation of articles received for publication in *Revista de Arquitectura (Bogotá)*
* Please, evaluate the article in accordance with the defined criteria, assessing the described aspects and arguing your view on each of them in the Observations box.
* Remember that the evaluation process is based on principles of fairness and impartiality, as well as on criteria of quality and relevance.
* Reviewers must adhere to the COPE “[Ethical Guidelines for Peer Reviewers](http://publicationethics.org/files/Peer%20review%20guidelines_0.pdf)."
* Given the confidentiality of the evaluation process and considering possible copyright and intellectual property right issues regarding the submitted material, the reviewer agrees to maintain his/her work in absolute secrecy, to limit the use of the submitted material only for the purpose of evaluation, and to return all documents once the evaluation is finished.
* For more information, see [Peer Review Process](http://editorial.ucatolica.edu.co/ojsucatolica/revistas_ucatolica/index.php/RevArq/about/editorialPolicies#peerReviewProcess) in Revista de Arquitectura (Bogotá)
1. **IDENTIFICATION:**

|  |  |  |
| --- | --- | --- |
| 1 | **TITLE OF THE ARTICLE** |  |
| 2 | **TYPE OF THE ARTICLE** | Review  |  | Research |  | Reflection |  | Other. Which? |  |

1. **TOPIC AND ITS DEVELOPMENT:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **CONCEPT** | **Available points** | **Assessment** | **OBSERVATIONS** |
| 1 | TOPICClarity in identifying the topic and the article’s contribution to its discussion. | **15** |  |  |
| 2 | RIGOR IN THE TREATMENT OF THE TOPICThe topic is treated with the required rigor, and supporting material and references help clarify the presented issue. | **15** |  |  |
| 3 | USEFULNESSIt contributes to new knowledge or to the state of the art of the object of study. | **10** |  |  |
| 4 | **VALIDITY OF THE TOPIC**It is a topical issue, or it a reflection on a known topic, but it offers new perspectives.It is local, regional, or international issue. | **10** |  |  |
| 5 | **ORGANIZATION AND CONTENT**The material is organized and focused.The argument and presentation form are understandable.([IMRYD](http://www1.paho.org/hq/dmdocuments/como-escribir-escritos-cientificos.pdf) FORMAT) | **0** | **0** |  |
| a | Abstract and keywordsThe abstract is analytical and clearly explains the content. Keywords are taken from thesauri and are useful to classify the article. | 5 |  |  |
| b | IntroductionIt presents the associated research and the context in which the article was developed. It stresses the importance of the topic, questions, and problems, as well as the working hypothesis. Acknowledges previous works. | 10 |  |  |
| b | **Methodology**It allows to understand the steps followed in order to carry out the research, and justifies the choice of population, temporal and spatial framework, and techniques of data collection and classification. It is consistent with the hypothesis and results. | 10 |  |  |
| e | **Results**The development is clear and properly argued. There is an appropriate relationship between the text, tables and figures, and theoretical support in relation to the objectives and hypothesis.It clearly presents the research products that contribute to new knowledge.**Discussion of results** *(Desirable)*It presents the interpretation of the results or explains the results from a comparative point of view; it discusses the implications of the results and includes the potential limitations of the study. | 15 |  |  |
| f | **Conclusions** They are clear, well presented, and consistent with the text and the hypothesis. | 5 |  |  |
| g | **Bibliographical references**Citation of sources, fidelity, clarity, and relevance. They are appropriate and consistent with the development of the topic and are updated. All are properly cited in the text. | 5 |  |  |
|  | **TOTAL** | **100** | **0[[1]](#footnote-1)** |  |

1. **ETHICS AND ORIGINALITY OF THE MANUSCRIPT**

|  |  |  |  |
| --- | --- | --- | --- |
| Review of ethics and originality | **YES** | **NO** | **OBSERVATIONS** |
| As part of the evaluation of the text, you believe that there is or you found plagiarism, self-plagiarism, fraudulent use of data, or practices that do comply with scientific publications ethics.<http://publicationethics.org/>[Política de ética y buenas prácticas](http://editorial.ucatolica.edu.co/ojsucatolica/revistas_ucatolica/index.php/RevArq/about/editorialPolicies#custom-1) |  |  | Please, include the link or the web site where you found related information; or that being the case, describe the reason. |
|  |

1. **CONFLICT OF INTERESTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Declaration of Conflict of Interests (COI)** | **YES COI** | **NO COI** | **OBSERVATIONS** |
| After reading the article, I do not have any conflict of interest, past or present, professional (financial, intellectual, or property) or personal, which may negatively affect the final evaluation of the text. |  |  | IF so, please describe the reason and/or fill out the form [RevArq FP06 COI](http://editorial.ucatolica.edu.co/ojsucatolica/revistas_ucatolica/index.php/RevArq/about/editorialPolicies#custom-7) |
|  |

1. **FINAL EVALUATION**

**In a general manner, would you recommend this article for publication in REVISTA DE ARQUITECTURA?**

|  |  |
| --- | --- |
| PUBLICATION CONCEPT | **Mark with an X** |
| **1** | 90 – 100 points. | AcceptedNo corrections or adjustments are required. (Corrections are required on some aspects, or according to recommendations and observations from the reviewer.) |  |
| **2** | 70 – 89 points. | Accepted with modificationsIt meets the basic criteria, but can be improved.You must make the corrections suggested in each evaluation box, in the text, or in the section of observations and recommendations.  |  |
| **3** | 60 – 69 points | May be re-evaluatedIt meets certain criteria and must be corrected. It is necessary to make specific and structural modifications to the article.In case the adjustments are made as recommended, would you accept to re-read the article after adjustments? | **Yes** |  |
| **No** |  |
| **4** | 59 or less | RejectedIt does not meet the requirements and publication is not recommended.In case of disagreement with other evaluations, the article will be sent to a new peer reviewer to settle the conflict. |  |

1. **RECOMMENDATIONS AND OBSERVATIONS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please, include recommendations and comments on the body of the article. | YES |  | NO |  |
| **COMMENTS FOR THE AUTHOR** |
|  |
|  |
|  |
|  |
|  |
| **COMMENTS ONLY FOR THE EDITOR** |
|  |
|  |
|  |
|  |
|  |

Please, use a separate box for each comment.

**Information only for Revista de Arquitectura**

1. **IDENTIFICATION OF REVIEWER** (The review process is double-blind)

|  |  |  |  |
| --- | --- | --- | --- |
| NAMES |  | SURNAMES |  |
| Identification number |  | Type |  | Country |  |
| Email address |  |
| Nationality |  | Country of birth |  |
| Date of birth  | YYYY |  | MM |  | DD |  |
| Institutional affiliation |  | Country |  |
| Highest level of education |  | Program |  |

SIGNATURE:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| City |  | Date | YYYY |  | MM |  | DD |  |

|  |  |  |  |
| --- | --- | --- | --- |
| I hereby authorize *Revista de Arquitectura* to use the information reported herein for academic purposes related to indexing and/or abstracting systems, and to the print version or website of the journal, among others. According to the provisions of the Law No. 1581 of 2012, the Regulatory Decrees No. 1377 of 2013 and No. 886 of 2014, and in accordance with the Agreement No. 002 of September 4, 2013.[Privacy and Information Handling Policy. *Habeas Data*](http://editorial.ucatolica.edu.co/ojsucatolica/revistas_ucatolica/index.php/RevArq/about/editorialPolicies#custom-2) | YES |  | NO |

We appreciate your valuable cooperation and concepts expressed about this article. We ask you to return this form duly completed via email to revistadearquitectura@ucatolica.edu.co

We invite you to check out and explore our latest published articles.

<http://editorial.ucatolica.edu.co/ojsucatolica/revistas_ucatolica/index.php/RevArq/index>

Cordially,

Arq. César Andrés Eligio Triana

Editor

[Revista de Arquitectura](http://editorial.ucatolica.edu.co/ojsucatolica/revistas_ucatolica/index.php/RevArq/index)

1. To see the result of the sum, make a right click on the number and update fields. [↑](#footnote-ref-1)