

## **Reviewer Guidelines**

The Jordanian Journal of Engineering and Chemical Industries (JJECl) is committed to maintaining the highest standards of peer review integrity and quality. Our double-blind peer review process ensures that submitted manuscripts are evaluated fairly and objectively by experts in the field.

These guidelines provide instructions and expectations for reviewers to conduct constructive, confidential, and ethical reviews.

### **1. Purpose of Peer Review**

Peer review is essential to ensuring the scientific validity, originality, clarity, and relevance of submitted manuscripts. Reviewers help authors improve their work and assist editors in making informed decisions.

### **2. Reviewer Responsibilities**

Reviewers are expected to:

- Provide timely, objective, and constructive feedback based on the scientific merits of the manuscript.
- Evaluate the originality, clarity, methodology, significance, and relevance of the submission.
- Identify ethical issues such as plagiarism, data fabrication, duplicate submission, or inappropriate citations.
- Respect confidentiality of the manuscript and not share, copy, or use any part of it before publication.
- Declare any conflicts of interest (financial, academic, personal) that may affect impartiality.
- Refrain from reviewing if they lack the necessary expertise or cannot meet the deadline.

### **3. Confidentiality**

All manuscripts submitted to JJECl are confidential documents. Reviewers must:

- Not share or discuss the manuscript with others without permission from the Editor.
- Not retain copies or use any information contained in the manuscript for personal or professional purposes.

### **4. Review Process and Criteria**

Each manuscript is reviewed based on the following criteria:

- Scientific quality and rigor

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- Clarity of objectives and methodology
- Relevance and contribution to the field
- Appropriateness of references and literature review
- Validity of data analysis and conclusions
- Presentation quality (language, structure, figures, tables)

Reviewers are asked to provide:

- A general evaluation and summary of the work.
- Specific comments for the authors.
- Confidential comments for the editor (if needed).
- A recommendation:
  - Accept
  - Minor revision
  - Major revision
  - Reject

### **5. Timeline and Communication**

- Reviewers are expected to complete their review within 2 weeks.
- If more time is needed, they should inform the editor as soon as possible.
- All communication should go through the Editor-in-Chief or assigned Section Editor.

### **6. Ethical Considerations**

Reviewers must:

- Treat authors with professional courtesy and respect.
- Avoid personal criticism or derogatory language.
- Alert the editor if they suspect duplicate publication, plagiarism, or unethical practices.

### **7. Recognition and Acknowledgment**

JJECI appreciates the time and effort of peer reviewers. Their contributions are acknowledged by:

- Maintaining a confidential record of reviewer activity.
- Providing certificates of review upon request.
- Considering frequent, high-quality reviewers for future editorial board roles.

## **8. How to Become a Reviewer**

Researchers with a PhD or equivalent research experience in relevant fields of engineering and chemical industries are welcome to join our reviewer community.

To apply, send your CV, ORCID ID, and area(s) of expertise to:  
**[jjeci@bau.edu.jo](mailto:jjeci@bau.edu.jo)**