

# **Development, Diversity, and Harmony through Knowledge and Innovation**



## **International Conference on the Humanities and the Social Sciences**

Faculty of Arts | University of Peradeniya | Sri Lanka

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### **GUIDELINES FOR REVIEWERS**

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## General Guidelines

The submission and review of extended abstracts of the International Conference on the Humanities and the Social Sciences (ICHSS) - 2018 scheduled to be held from the 22<sup>nd</sup> to 23<sup>rd</sup> of November 2018 at the Faculty of Arts, University of Peradeniya, will be managed through an online conference paper management system called EasyChair.

Once an expert consents to serving on the Panel of Expert Reviewers of the ICHSS - 2018, he/she will be added to a pool of reviewers on EasyChair based on their respective fields of expertise. Depending on the Extended Abstracts received, the conference secretariat will then get in touch with selected reviewers through EasyChair, and send them the extended abstract/s for review. The reviewer is then kindly requested, unless done already, to set-up an EasyChair account. This system gives you, as a reviewer, complete control over the review process. Once you set-up your account on EasyChair, you can access the extended abstract/s for review, submit your comments with utmost confidentiality (see below on How to Submit Comments), and communicate with the conference secretariat using this platform.

**[Click here for EasyChair Guidelines](#)**

An Extended Abstract (approximately 1000 words) is intended for completed research and shall contain the following headings:

- Introduction including literature review (~30% of the total length of the extended abstract)
- Material and Methods (~20%)
- Results, Discussion and Conclusions (~50%)
- Acknowledgements and/or References (maximum 10)



When you review an extended abstract please evaluate it based on its overall originality, technical and/or research content/depth, correctness, relevance to conference, contribution to knowledge, and readability as stated in the call for extended abstracts. Please refer to the Criteria for Evaluation below for more information.

Also, consider whether the title that has been provided by the author/s adequately covers the material presented on the Extended Abstract. If not, please provide an alternative title.

All reviewers are expected to complete their reviews on a timely manner (see below Important Dates) with high quality review comments and constructive feedback. Please consider the Points to Ponder listed below in this regard.

## HOW TO SUBMIT COMMENTS

Once you have completed the reviewing of an extended abstract, you are kindly expected to fill in the **Review Form** that has been provided by EasyChair with your detailed comments and submit it to the conference secretariat on the same platform by the stipulated deadline.

## POINTS TO PONDER

One of the greatest services that reviewers perform is the development of the research of the author/s who submit their work. So, please take into account the following when you are making your valued judgments.

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- Please keep your comments constructive. If the problems that you identify cannot be fixed, try to provide the author/s with constructive ideas for how they might improve upon their submission.
- It is also important to try and identify the strengths of a submission to help the author/s improve their work.
- Identify areas of weakness in a submission, but also provide specific guidance on how the authors might address the limitations you have noted.
- The more specificity and detail you provide in your review, the more likely it is that the authors will benefit from your efforts. If needed, please specify literature that you think are worth studying by the author/s.
- Bear in mind that different authors use different theoretical frameworks and may come from different disciplinary backgrounds and research traditions with diverse theoretical and methodological orientations.
- Provide a structured review by separating and numbering comments. Also, where appropriate, cite specific page numbers, paragraph headings/sub-headings, passages, tables, and figures in your review.
- If you are uncertain about your comments in terms of some aspects of your review, please do your best to determine the accuracy of your position.
- Do not provide information in your review that reveals your identity and do not seek to discover the identity of the author/s. This protects the integrity of the ‘double-blind’ review process.
- Please avoid any personal derogatory remarks for the author/s and treat them with respect regardless of your evaluation of their work.



# CRITERIA FOR EVALUATION

## 1. Originality of ideas/approach

When evaluating this criterion, please consider the following questions to make an assessment:

- Are the ideas presented in the extended abstract actually new?
- If conceptual, does the extended abstract expand our understanding of a new domain?
- Does the extended abstract introduce new constructs or concepts that broaden our ideological understanding?

## 2. Technical and/or research content/depth

When evaluating this criterion, please consider the following questions to make an assessment:

### 2.1 Quality of theoretical argument

- Does the extended abstract present a clear, precise, and accurate review of relevant literature?
- Does the theoretical argument engage the conceptual/ empirical investigation appropriately?

### 2.2 Quality of empirical or conceptual design

If the extended abstract is empirical, please consider the following questions:

- Are the methods used to collect and analyse data appropriate to the research questions asked?
- Are the data collection and analysis methods clearly explained and without major flaws?



If the extended abstract is conceptual, please consider the following question:

- Does the author/s provide a clear argument for why it is important to discuss, define, and/or question specific concepts, models, and/or ideas?

### **2.3 Quality of development and support for the propositions/hypotheses**

If the extended abstract is empirical, please consider the following question:

- Does the extended abstract establish a clear link between theory and evidence?

If the extended abstract is conceptual, please consider the following question:

- Does the extended abstract develop adequate and innovative propositions to clarify, define, and question core concepts in the field and/or to develop a new theory or perspective?

### **2.4 Method**

If the extended abstract is empirical, please consider the following questions:

- Are the sample and variables appropriate for the hypotheses?
- Is the data collection method consistent with the analytical technique/s applied?
- Are the analytical techniques appropriate for the theory and research questions and were they applied appropriately?

### **2.5 Results**

If the extended abstract is empirical, please consider the following questions:

- Are the results reported in an understandable way?
- Are there alternative explanations for the results, and if so, are these adequately controlled for in the analyses?



### **3. Relevance for Conference Sub-theme/s**

When evaluating this criterion, please consider the following questions to make an assessment:

- Does the extended abstract address a theoretical or empirical problem related to the sub-theme?
- Should the extended abstract be presented under another sub-theme?

(If you believe so, please make a note in your comments indicating precisely why and for which sub-theme the extended abstract may be more suitable. Please see The Sub-Themes of the Conference below)

### **4. Contribution**

When evaluating this criterion, please consider the following questions to make an assessment:

- Does the extended abstract discuss possible implications for new theory/knowledge?
- Does the extended abstract clearly state its own original contribution?

### **5. Readability**

When evaluating this criterion, please consider the following questions to make an assessment:

#### **5.1 Presentation: Coherence and clarity of structure and thought**

- Are relevant terms and concepts explained?
- Does the extended abstract have a clear line of argument?
- Does the extended abstract use an accessible and comprehensible language?



## **The Sub-themes of the Conference**

- Arabic and Islamic Studies
- Archaeology, History, and Heritage Studies
- Art, Theater, and Media
- Buddhist and Pali Studies
- Economic Research
- Education and Pedagogy
- Geography and Environmental Studies
- Greek and Roman Studies
- Languages and Literary Studies
- Library and Information Studies
- Philosophy: East and West
- Political Science and Public Administration
- Psychology and Counselling
- Religious and Cultural Studies
- Sociology and Social Anthropology
- Tamilology