



REFeree GUIDELINES FOR THEME MANUSCRIPT REVIEWS

Choices is the outreach vehicle of the American Agricultural Economics Association and is designed to provide current coverage regarding economic implications of timely food, farm, resource, or rural community issues directed toward a broad audience. **We are also developing topical themes that are collections of papers and this manuscript falls within one of those themes.** As such, this influences the characteristics of an acceptable paper, the review process, and the requests that the *Choices* editorial staff places on reviewers. Namely,

- Papers are short — limited to no more than 10 pages in total, with 8 preferred.
- Treatment is non-technical, does not contain mathematics, or technical graphical economics. Nor do papers dwell on models or methodology.
- Qualitative presentations are expected, with graphics preferred over tables.
- Referencing is limited.
- Papers must be of direct, current interest to our outreach target audience consisting largely of U.S. based policy and decision makers involved with food, farm, resource, or rural community issues.
- This paper is associated with a theme that we intend to publish and thus we ask that reviewers provide comments that help develop acceptable content and make us aware if there is unacceptable content.
- Review time allowances are short so timely analyses can be published electronically rapidly.

We would like to have your comments and suggestions within two weeks. Involve colleagues in the review if desired and achievable in a timely manner. If you cannot do this review, please e-mail us immediately at Walt@farmfoundation.org. Also, we would appreciate suggestions you might have for alternative reviewers.

Please prepare your review in *two parts*. The *first part* is a cover letter summarizing your evaluation namely, a) accept as is, b) publish after minor revision, c) reconsider after extensive revision, or d) reject. Please be explicit about the reasons for your recommendation. The *second part* is comments for the authors. Recommendations as to publishability should *not* be included here.

Comments to authors should be as constructive as possible. Comments on how best to revise manuscripts with the goal of gaining acceptability will be key to our assembly of the theme grouping. Suggestions for improving outreach effectiveness; changes in the title; use of figures; use of references; use of internet-based auxiliary material; and improvements in overall organization are encouraged. When referring to manuscript content, please cite the page, paragraph, and sentence. You do not have to return the manuscript.

Please e-mail your cover letter and comments, in two separate files, in Word format to Walt@farmfoundation.org. **Include the manuscript number in your letter. Also include the words "Review of Choices manuscript number" and the manuscript number in the subject field of your e-mail.**

In those rare instances where it is absolutely necessary to return the reviewed manuscript, it can be sent to:
Walter J. Armbruster, Editor, *Choices*
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