



## REFEREE GUIDELINES FOR MANUSCRIPT REVIEWS

*Choices* is the outreach vehicle of the American Agricultural Economics Association and is designed to provide topical, current coverage regarding economic implications of food, farm, resource, or rural community issues directed toward a broad audience. 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 double-spaced (12-pt. font) pages in total, with 8 preferred.
- Topic treatment is non-technical, does not contain mathematics, or detailed graphical economics. Nor does it dwell on models or methodology.
- More qualitative presentations are expected, with graphics preferred over tables.
- Referencing is limited.
- Papers must have material of direct current interest to our outreach target audience of largely U.S.-based policy and decision makers involved with food, farm, resource, or rural community issues.
- Review time allowances are short so timely treatments can be pushed through 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 email us immediately ([clement.ward@okstate.edu](mailto:clement.ward@okstate.edu)). 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 of the manuscript's suitability for publication in *Choices*, 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 suitability recommendation. *Choices* follows a double-blind process; we do not disclose the authors' or reviewers' identities.

The *second part* is your comments for the authors. Recommendations as to the publishability of the manuscript should *not* be included in your comments for the authors. Your comments should be as constructive as possible. Suggestions as to improving outreach effectiveness; changes in the title; use of figures, use of references; use of internet-based auxiliary material; and improvements in overall organization should be detailed enough to make your points clear to the authors. When referring to specific manuscript content, please cite the page, paragraph, and sentence. You do not have to return the manuscript once you have completed your review.

Please email your cover letter and comments, in two separate files, in word format to [clement.ward@okstate.edu](mailto:clement.ward@okstate.edu). **Include the manuscript number in your letter. Also include the words "Review Choices MS#" and the manuscript number in the subject field of your email.**

In those rare instances where it is absolutely necessary to return the reviewed manuscript, it can be sent to:

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