



JOURNAL PUBLICATION SYSTEM

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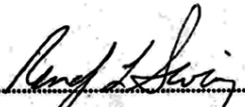
AIR AFFILIATE CERTIFICATE

Presented To


Philippine Association of Institutions for Research

as an

AIR Affiliate Group


Randy L. Swing, Ph.D.
Executive Director

August 4, 2010


Randy L. Swing, Ph.D.
Executive Director

August 4, 2010

Vision

Every Filipino researcher is cited in accredited, ISO certified, peer reviewed, indexed, and cross-referenced online journals.

Mission

1. To implement an ISO certified Quality Management System for greater customer satisfaction;
2. To train for the expertise of Filipino researchers in scientific writing, peer review and journal management that meet the standards of the scientific community;
3. To recognize the achievements of researchers, research leaders and research institutions; and
4. To disseminate, publish and utilize multidisciplinary and discipline-specific research journals.

History

The Philippine Association of Institutions for Research, Inc. or PAIR is a body that aims to advance quality multidisciplinary research and its dissemination in collaboration with the Commission on Higher Education (CHED).

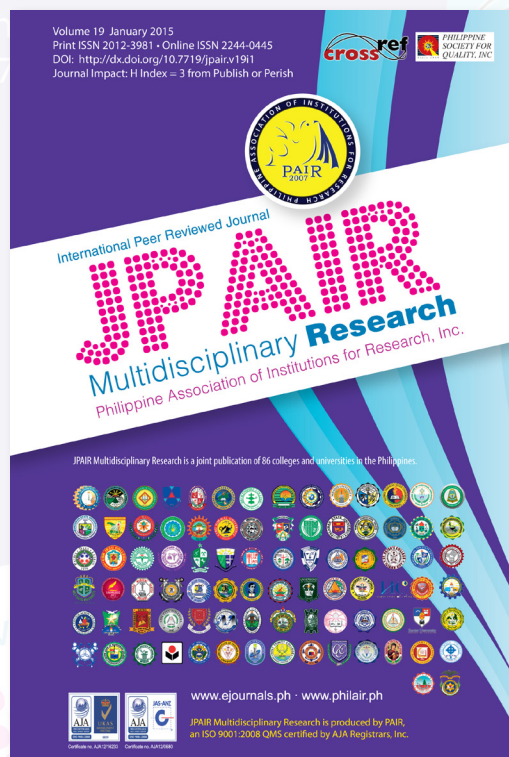
The founding of PAIR was envisaged by Dr. Genaro V. Japos, the institution base of the association located at the heart of Cagayan de Oro City, the center for commerce of Northern Mindanao, Philippines. To start up the founding of the organization, a meeting with the representatives of various tertiary schools in Mindanao was convened during the training of editors for a refereed research journal by Zonal Research Centre of the Commission on Higher Education at the Notre Dame of Marbel University, City of Koronadal, South Cotabato, on April 2, 2007. It was during that meeting that the association's underlying principles were laid; the board of trustees was created, and the first sets of officers were elected. Three months later, on August 14, 2007, the association got its legal identity as it registered with the Philippine Securities and Exchange Commission. Almost a year after its SEC registration, the association was formally launched via its first CHED-endorsed national health and environment research forum held at the Xavier University – Ateneo de Cagayan on August 1 and Liceo de Cagayan University on August 2, 2008. By then, the first set of officers were inducted and the seven pioneering member-institutions took oath. Thereafter, succeeding CHED-endorsed research conferences, both national and international, were held in different venues, increasing the association's membership.

Miss Irish Jane P. Balios managed the organization with her appointment as Executive Vice President. Miss Kaye Hazel A. Aunzo took the position as Executive Editor while Darryl M. Nuyda became the Training and Conference Specialist. Mr. Edwin Delos Santos, Jr. has been the Finance Officer. Today, there are three journals: JPAIR Multidisciplinary Research, JPAIR Institutional Research and International Journal on Graft and Corruption Research to serve the needs of 88 colleges and universities as institutional members.

On June 11, 2015, PAIR passed the recertification audit of its ISO 9001:2008 by the AJA Registrars, Inc. making PAIR the only Philippine private research association that is ISO certified.

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Journal Impact: H Index = 3

Journals



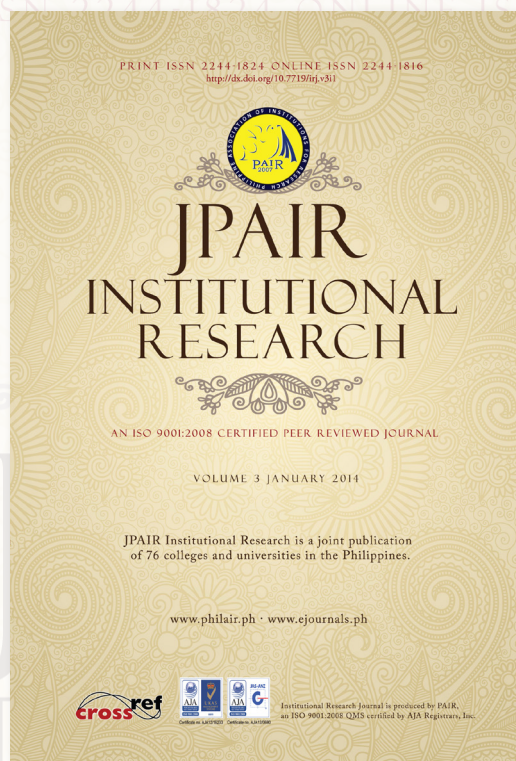
JPAIR Multidisciplinary Research

The **JPAIR Multidisciplinary Research** aims to publish new discoveries in the various disciplines of knowledge which are contributed by member researchers.

The **JPAIR Multidisciplinary Research** is an international peer reviewed, scientific, online, indexed, cross-referenced and ISO Certified journal that provides a platform for global researchers to publish their research findings for advocacy and utilization. The JPAIR Multidisciplinary Research is published four times a year.

Today, JPAIR Multidisciplinary Research has published 315 articles which have earned 24 citations and an H-Index of 2 from Publish or Perish at www.harzing.com in a span of eight years.

The members of the Editorial Board are Dr. José G. Vargas-Hernández of University of Guadalajara, Mexico, Dr. Gul Muhammad Baloch of Taylor's University, Malaysia, Dr. Al-Assad Omar of Dar Al Uloom University, Saudi Arabia, Dr. Gaurang Rami of Veer Narmad South Gujarat University, India, Dr. Eşi Marius - Costel of Stefan cel Mare University of Suceava, Romania and Dr. Ahmad Muhammad Diponegoro of Ahmad Dahlan University, Indonesia.



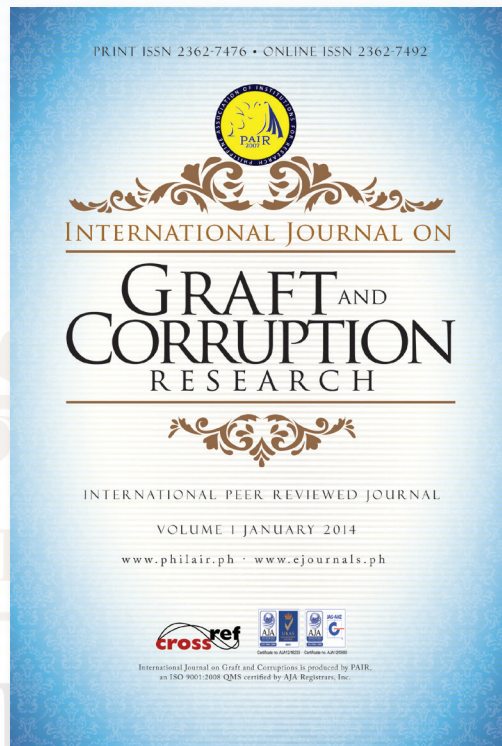
JPAIR Institutional Research

The **Journal of Institutional Research** aims to publish researches by practitioners which focus on students, faculty, financial/economic, technical and institutional studies designed to provide decision support to the stakeholders. The JPAIR Institutional Research is published twice a year.

The journal has published 25 articles which earned 2 citations and an H-Index of 1 from Publish or Perish at www.harzing.com.

The members of the Editorial Board are Dr. Daina Paupe Henry of College of William and Mary, USA, Dr. Walaipun Puengpipattrakul of Chulalongkorn University, Thailand, Dr. Djuwari of Indonesia and Dr. Ismael N. Talili of Mindanao University of Science and Technology, Philippines.

JPAIR Institutional Research is a joint publication
of 76 colleges and universities in the Philippines.



International Journal on Graft and Corruption Research

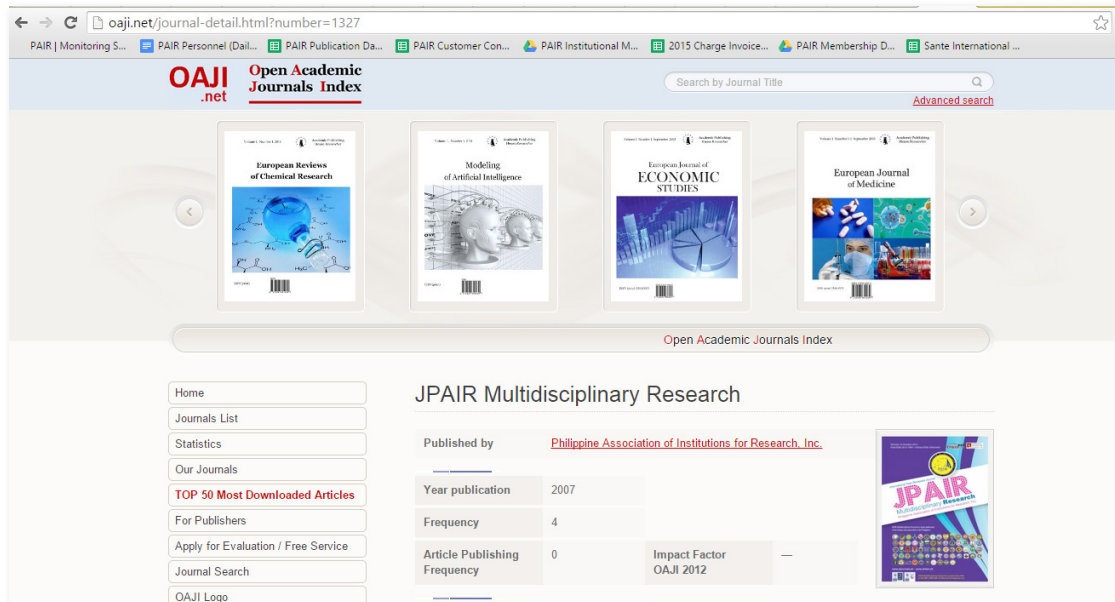
The **International Journal on Graft and Corruption** aims to publish new discoveries in the various disciplines of knowledge which are contributed by member researchers.

The **International Journal on Graft and Corruption** is an international peer reviewed, scientific, online, indexed, cross-referenced and ISO Certified journal that provides a platform for global researchers to publish their research findings for advocacy and utilization. The International Journal on Graft and Corruption Research is published once a year.

The journal has published 11 papers. The members of the Editorial Board are Dr. Pedro B. Bernaldez of Dongguk University, Gyeongju City, South Korea, Dr. Isagani R. Cruz of The Manila Times College, Philippines, Dr. José G. Vargas-Hernández of University of Guadalajara, México, Dr. Wesley Evan Kendall of Parkersburg West Virginia University, USA and Dr. Asmah Laili Hj Yeon of Universiti Utara Malaysia, Malaysia.

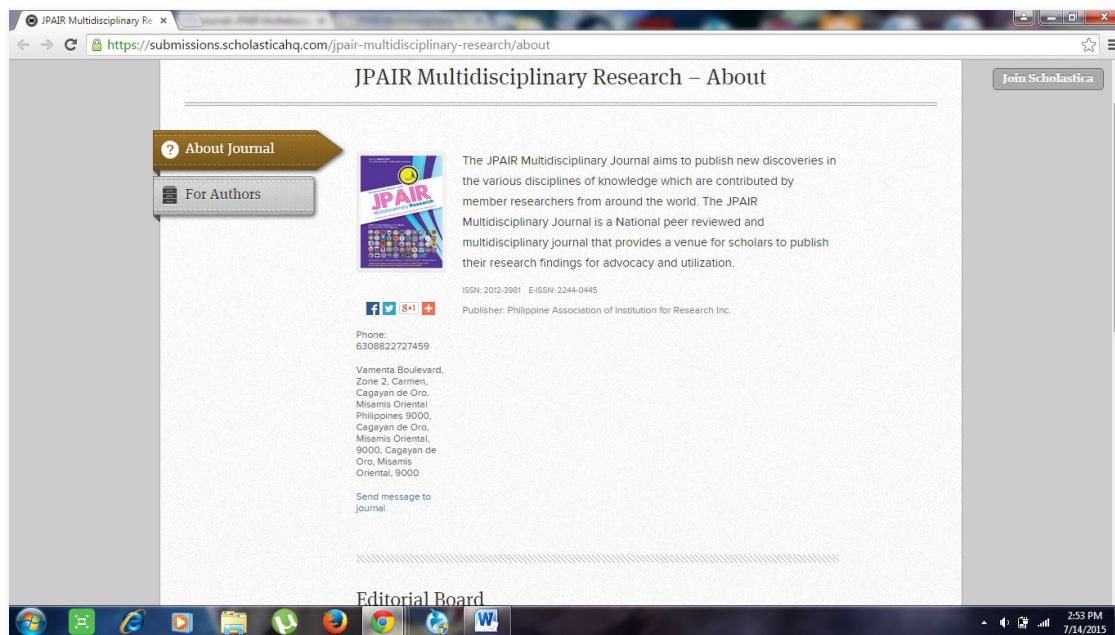
Journal Visibility

JPAIR Multidisciplinary Research



Open Academic Journals Index

<http://oaji.net/journal-detail.html?number=1327>



Scholastica

<https://submissions.scholasticahq.com/jpair-multidisciplinary-research/about>

JPAIR Institutional Research

The screenshot shows the JPAIR Institutional Research journal page on the CiteFactor website. The page layout includes a header with navigation links (Home, About Us, Impact Factor, Publishers, Suggest, Contact) and a login button. The main content area is divided into three columns:

- Categories:** Articles (45396) and Journals (12762).
- News:** A list of recent updates including the Journal Impact Factor List 2014 (Now Online !!!), Real Time Impact Factor, Getting Your Journal Indexed, and 2012 Impact Factor List.
- JPAIR Institutional Research:** The journal's description, URL (<http://philair.ph/publication/index.php/irj/>), keywords (institutions, schools), ISSN (2244-1824), EISSN (2244-1816), subject (Education), publisher (Philippine Association of Institutions for Research, Inc.), year (2013), country (Philippines), and a note that research papers are not indexed by Citefactor. A green box indicates 5073 views.
- Search:** A search bar with options for Journals and Articles, and an Advanced Search link.
- Latest Updates:** A list of recent updates including the Journal Impact Factor List 2014, Top Ten Most-Cited Journals (All Fields), and various Impact Factor Lists from 2009 to 2011.

<http://www.citefactor.org/journal/index/11379/jpair-institutional-research#.VaS2IPmqkqk>

International Journal on Graft and Corruption Research

The screenshot shows the International Journal on Graft and Corruption Research page on the Open Academic Journals Index (OAJI) website. The page features a header with the OAJI logo and a search bar. The main content area includes a carousel of journal covers and a detailed view of the International Journal on Graft and Corruption Research. The journal is published by the Philippine Association of Institutions for Research, Inc. and has the following details:

Published by	Philippine Association of Institutions for Research, Inc.	
Year publication	2014	
Frequency	1	
Article Publishing Frequency	0	Impact Factor OAJI 2012
Abbreviation	ijgc:rj	Country
		Philippines

The journal cover image shows the title "GRAFT AND CORRUPTION" and the OAJI logo.

Open Academic Journals Index

<http://oaji.net/journal-detail.html?number=1328>

Editorial Policy

The JPAIR Multidisciplinary Research is open to the global community of scholars who wish to have their researches published in a peer-reviewed journal. The journal is produced using a Quality Management System certified for ISO 9001:2008 by the Anglo Japanese American Registrars, Inc. To facilitate cross referencing, linking and citation tracking, the journal adopts Digital Object Identifier (DOI) for every article. Contributors can access the website: www.ejournals.ph and www.philair.ph.

Articles are contributed by member and non-member researchers of the Philippine Association of Institutions for Research. The frequency of issue is four times a year. The efficiency and effectiveness of the editorial review process are critically dependent upon the actions of both the research authors and the reviewers. An author accepts the responsibility of preparing the research paper for evaluation by independent reviewers. The responsibility includes subjecting the manuscript to evaluation by peers and revising it prior to submission. The review process is not to be used as a means of obtaining feedback at early stages of developing the research paper.

Policy on Retraction

Retraction is an act of the journal publisher to remove a published article from the digital file due to post publication discovery of fraudulent claims by the research, plagiarism or serious errors of methodology which escaped detection in the quality assurance process. Complaints by third party researchers on any of the grounds and validated by the editorial office trigger the retraction but only after the writer has been notified and allowed to present his side in compliance to due process.

Policy on Digital Preservation

Digital Preservation is the process of storing systematically electronic files in multiple formats such as compact discs; cloud computing, Google drive, email accounts, external hard drives, among others. This is to guarantee that in conditions where the website crashes, there is natural calamity, fire and other man made destructions, virus invasions, the files are preserved.

Policy on Handling Complaints

If the Journal receives a complaint that any contribution to the Journal infringes copyright or other intellectual property rights or contains material inaccuracies, libelous materials or otherwise unlawful materials, the Journal will investigate the complaint. Investigation may include a request that the parties involved substantiate their claims. The Journal will make a good faith decision whether to remove the allegedly wrongful material. A decision not to remove material should represent the Journal's belief that the complaint is without sufficient foundation, or if well-founded, that a legal defense or exemption may apply, such as fair use in the case of copyright infringement or truthfulness of a statement in the case of libel. Journal should document its investigation and decision. If found guilty after investigation, the article shall be subject to retraction policy.

Policy on Conflicts of Interest

The Journal will only publish articles after the author(s) have confirmed that they have disclosed all potential conflicts of interest.

Publication Ethics and Publication Malpractice

The JPAIR Multidisciplinary Research is committed to uphold the highest standards of publication ethics and takes all possible measures against any publication malpractices. All authors submitting their works for publication as original articles attest that the submitted works represent their authors' contributions and have not been copied or plagiarized in whole or in part from other works. The authors acknowledge that they have disclosed all and any actual or potential conflicts of interest with their work or partial benefits associated with it. In the same manner, the Journal is committed to objective and fair double-blind peer-review of the submitted for publication works and to preventing any actual or potential conflict of interests between the editorial and review personnel and the reviewed material. Any departure from the above-defined rules should be reported directly to the Editor-in-Chief who are unequivocally committed to providing swift resolutions to any of such type of problems.

The Peer Review System

Definition. Peer review (also known as refereeing) is the process of subjecting an author's scholarly work, research or ideas to the scrutiny of others who are experts in the same field. Peer review requires a community of experts in a given (and often narrowly defined) field who are qualified and able to perform impartial review. Peer review refers to the work done during the screening of submitted manuscripts and funding applications. This normative process encourages authors to meet the accepted standards of their discipline and prevents the dissemination of unwarranted claims, unacceptable interpretations and personal views. Peer review increases the probability that weaknesses will be identified, and, with advice and encouragement, fixed. For both grant-funding and publication in a scholarly journal, it is also normally a requirement that the subject is both novel and substantial.

Type. The double-blind review process is adopted for the journal. The reviewer/s and the author/s do not know each other's identity.

Recruiting Referees. The task of picking reviewers is the responsibility of the editorial office. When a manuscript arrives, an editor solicits reviews from scholars or other experts to referee the manuscript. In some cases, the authors may suggest the referees' names subject to the Editorial Office's approval. The referees must have an excellent track record as researchers in the field as evidenced by researches published in refereed journals, research-related awards, and an experience in peer review. Referees are not selected from among the author's close colleagues, students, or friends. Referees are to inform the editor of any conflict of interests that may arise. The Editorial Board often invites research author to name people whom they considered qualified to referee their work. The author's input in selecting referees is solicited because academic writing typically is very specialized.

The identities of the referees selected by the Editorial Board are kept unknown to research authors. However, the reviewer's identity can be disclosed under some special circumstances. Disclosure of Peer Review can be granted under the following grounds: as evidence to prove that the published paper underwent peer review as required by the university for ranking and financial incentives, for regulatory bodies and as required by the Commission on Higher Education, and for accreditation of academic programs. Request for peer review results shall be made in writing.

Reviewers and editors are responsible for providing constructive and prompt evaluation of submitted research papers based on the significance of their contribution and on the rigors of analysis and presentation.

Peer Review Process. The Editorial Board sends advanced copies of an author's work to experts in the field (known as "referees" or "reviewers") through e-mail or a Web-based manuscript processing system. There are two or three referees for a given article. Two are experts of the topic of research and one is an expert in research and statistics who shall review the technical components of the research. These referees return to the board the evaluation of the work that indicates the observed weaknesses or problems along with suggestions for improvement. The board then evaluates the referees' comments and notes opinion of the manuscript before passing the decision with the referees' comments back to the author(s).

Criteria for Acceptance and Rejection. A manuscript is accepted when it is (1) endorsed for publication by 2 or 3 referees, (2) the instructions of the reviewers are substantially complied; (3) the manuscript passed the plagiarism detection test with a score of at least 90 for originality; and, (4) the manuscript obtained a score of 90 percent for grammarly software, otherwise the manuscript is rejected. The referees' evaluations include an explicit recommendation of what to do with the manuscript, chosen from options provided by the journal. Most recommendations are along the following lines:

- Unconditional acceptance
- Acceptance with revision based on the referee's recommendations

- Rejection with invitation to resubmit upon major revisions based on the referees' and editorial board's recommendations
- Outright rejection

In situations where the referees disagree substantially about the quality of a work, there are a number of strategies for reaching a decision. When the editor receives very positive and very negative reviews for the same manuscript, the board will solicit one or more additional reviews as a tie-breaker. In the case of ties, the board may invite authors to reply to a referee's criticisms and permit a compelling rebuttal to break the tie. If the editor does not feel confident to weigh the persuasiveness of a rebuttal, the board may solicit a response from the referee who made the original criticism. In rare instances, the board will convey communications back and forth between an author and a referee, in effect allowing them to debate on a point. Even in such a case, however, the board does not allow referees to confer with each other and the goal of the process is explicitly not to reach a consensus or to convince anyone to change his/her opinions.

Comments

The JPAIR Multidisciplinary Research welcomes submission of comments on previous articles. Comments on articles previously published in the journal will generally be reviewed by two reviewers, usually an author of the original article (to assist the editor in evaluating whether the submitted comment represents the prior article's accuracy) and an independent reviewer. If a comment is accepted for publication, the original author will be invited to reply. All other editorial requirements, as enumerated above, apply to proposed comments.

Technology-based Quality Assurance

English Writing Readability. Readability tests are designed to indicate comprehension difficulty when reading a passage of contemporary academic English. To guide teachers and researchers in the proper selection of articles that suit the comprehension level of users, contributors are advised to use the Flesch Kincaid readability test particularly the Flesch Reading Ease test. The interpretation of the score is as follows:

Score Notes

- 90.0 – 100.00 Easily understandable by an average 11 year old student
- 60.0 – 70.0 Easily understandable by 13 to 15 year old students
- 0.0 – 30.0 Best understood by university graduates

Gunning Fog Index. Developed by Robert Gunning, an American Businessman in 1952, Gunning Fog Index measures the readability of English writing. The index estimates the years of formal education required to understand the text on a first reading. A fog index of 12 requires a reading level of a US high school senior (around 18 years old) or third year college / university in the Philippines.

Plagiarism Detection. Contributors are advised to use software for plagiarism detection to increase the manuscript's chances of acceptance. The editorial office uses licensed software to screen research articles of plagiarism. The standard set is 95 percent original to pass the plagiarism detection test.

Appropriateness of Citation Format. Contributors are advised to use the citation format prescribed by the Harvard System.

Word Count, Spelling and Grammar Checks. Contributors are encouraged to perform word count for the abstract (200) and the full text (about 4000 to 6000). Spelling and grammar checks should be performed prior to submission. The standard set is 90 percent to pass the Grammarly Software.

Author Guidelines

Author Guidelines for JPAIR Multidisciplinary Research, JPAIR Institutional Research and International Journal on Graft and Corruption Research

All journal contributors are required to follow the prescribed journal format set by PAIR. Each element in the entire manuscript is presented in detail to ensure that the authors can fully follow the procedure from manuscript preparation down to its final revision.

Initial Submission

Articles (in Word format) should be submitted to journals@philair.ph for initial evaluation. After the first assessment and 1st Technology-Based Quality Assurance (Grammarly Test, Plagiarism Test, Readability Test and Reference-Checking), the editorial office shall inform the author whether his paper has been accepted or rejected for publication in accordance to the qualifying standards set by PAIR.

I. Qualifying Standards for Electronic Submission

A full manuscript should pass the following criteria:

Criterion 1: *Scope, Newness and Relevance/Applicability to International Community* – 45%

- The scope (extent of what one intends to cover) of the study is wide-ranging.
- The aspects of the paper such as, but not limited to, methods and results are seemingly new.
- The entire paper is interesting to read by other nations.
- The research results have international character and applicability.
- The quality of academic writing reflects the nature and nuances of the discipline.
- The quality of academic writing is graduate level.

Criterion 2: *Results of Plagiarism, Grammar and Readability Check* – 20%

- The manuscript obtains the minimum result: plagiarism detection – 95%; grammar check – 90%.

Criterion 3: *Quality of References – 20%*

- Sources (journals, books, and other references) are traceable online unless otherwise a justification is made.
- Journals are internationally refereed and indexed.
- Journals are not listed in Beall's list of stand-alone journals and predatory publishers.
- Articles on Wikipedia and gray literature (non-scientific sources) must be avoided.
- Scientific sources cited were published preferably in Year 2010 onwards unless otherwise a justification is given.

Criterion 4: *Completeness of Parts – 15%*

- Each part of the manuscript contains appropriate and sufficient substance.
- The paper demonstrates the following parts:

1. HEADING

Title

Name of the Author(s)

ORCID No.

Email Address

Affiliation

Address

2. ABSTRACT

3. KEYWORDS

4. INTRODUCTION

5. FRAMEWORK

6. OBJECTIVES OF THE STUDY

7. MATERIALS AND METHODS (for experimental researches)

METHODOLOGY (for non-experimental researches)

8. RESULTS AND DISCUSSION

9. CONCLUSIONS

10. TRANSLATIONAL RESEARCH

11. ACKNOWLEDGMENTS

12. LITERATURE CITED

Manuscript Formatting Guide

TITLE

- Boldface
- 12-15 characters
- Title by result (preferably)
- Catchy, interesting, relevant to international audience

- Language universally understandable
- Set the first letter of each key word in uppercase

For example,

Title by Scope: **Categorizing Communication Strategies in the Oral Expositions of Tourism Management Students (X)**

Title by Result: **Fillers, Mime and Self-Repetitions as Most Frequently Used Communication Strategies in Oral Expositions (√)**

HEADING

- Name of Author/s (First name, Middle Initial, Last Name)
- Boldface
- Sentence case
- ORCID No. (Register to orcid.org to obtain your orcid no.)
- Gmail address or webmail address (It is a policy of PAIR pursuant to our ISO standards that no contributors shall use yahoomail)
- Affiliation (Institution or Organization)
- Address (City, Country e.g. Cagayan de Oro City, Philippines)

For example,

Rommel V. Tabula

<http://orcid.org/0000-0003-2691-6749>

rommeltabula127519@gmail.com

Mariano Marcos State University

Batac City, Philippines

ABSTRACT

- Should contain 190 (minimum)- 210 (maximum) words
- The Abstract must contain five parts written in one paragraph: Introduction to the topic, chief purpose/objective, method, results, and conclusion.

For example,

The van Hiele levels of thinking has five reasoning levels, namely, holistic, analytic, abstract, deductive, and rigorous. This study aimed to determine the effects of spatial activities to the students' van Hiele Levels of thinking. It evaluated the van Hiele levels of geometrical reasoning taking into account the van Hiele level they reflected and their mathematical accuracy after exposure to spatial activities. Pretest-posttest design was used in this study. Sixty third-year high school students from five sections were the subjects with 30 students

each in the control and experimental groups. The results revealed that only Level 1 in the post-test was significant. As to the type of reply, the post-test results showed that the control group acquired low acquisition to high acquisition in each level while the experimental group had low acquisition to complete acquisition in each level. Only Level 2 in the control group and Levels 3 and 4 in the experimental group could predict Mathematics grade. The control group had weaker reasoning capabilities in answering geometry problems; while the experimental group increased their level of reasoning, and thus, were able to answer geometry problems. This study concludes that the exposure to spatial activities would enhance the levels of reasoning of the third-year students in the study of geometry.

KEYWORDS

- Indicate the discipline of the study, concepts studied, research design/process and setting of the study (city and country) as keywords.
- Set keywords in sentence case.

For example,

Keywords — Linguistics, communication strategies, descriptive design, Batac City, Philippines

INTRODUCTION

The Introduction should contain:

First Section

- Global situational analysis of the problem supported by the literature from different continents

Second Section

- Regional situational analysis supported by literature from the region of the study. Researchers from the Association of Southeast Asian Nations (ASEAN) such as Brunei Darussalam, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam must include literature from these countries to capture the ASEAN perspective in the study.

Third Section

- Gap in the literature that the study intends to address
- Differentness of the study from other previous studies
- Compelling reasons of the writer for choosing the problem

FRAMEWORK

- (Optional for experimental researches)
- It should contain basic explication of the meaning of the variables of the study.

- Present the framework in either schematic or textual form merging the theories discussed in which the study was anchored.
- Remove diagram unless very essential.
- No framework is required (for experimental study).

OBJECTIVES

- State the OBJECTIVES of the study in paragraph form.
- Use objectives that show what the researcher shall do with the data and not words to indicate what the researcher intends to do as a research process.
- Write the objectives in paragraph form setting one from the others by a number in close parenthesis.

METHODOLOGY

For Pure Sciences:

MATERIALS AND METHODS

Research Design

Research Site

Participants

Instrumentation

- Construction, try-out, reliability and validity

Research Ethics Protocol

- Informed consent
- Clearance from the Ethics Review Board
- Gratuitous permit from a government agency for floral and faunal studies
- Permit from the head of the indigenous peoples of the research sites
- Representative of animal welfare society for clinical studies involving animals

Data Collection

Statistical Techniques

- No formulae needed

For Social Sciences:

METHODOLOGY

Research Design

Research Site

Participants

Instrumentation

- Construction, Try-out, Reliability and Validity
- Research Ethics Protocol
- Informed consent

- Clearance from the Ethics Review Board
- Data Collection
- Statistical Techniques

RESULTS AND DISCUSSION

- Sometimes termed DISCUSSION only for theoretical papers
- Answers to objectives
- Highlight salient findings of the study supported by literature.
- Use keywords from objectives as side-head of the Results and Discussion.
- Intercontinental support of the data (in-text citation)
- Summary tables and significant results
- Validation of the theory used (integrated)
- Provide a critique on the methods and theories used in the last paragraph.

Important notes:

- Do not include the links in the body, use names of authors and/or agencies instead
- Do not present the same data in both a Table and Figure - this is considered redundant and a waste of space and energy. Decide which format best shows the result and go with it.
- Do not report raw data values when they can be summarized as means, percents, etc.

CONCLUSIONS

- In paragraph form, not broken down
- Highlight new discovery (if any) that you obtained only after completing the study, something (not found in the literature) which contributes to new knowledge.
- This section supports or negates previous conclusions, validates theory used and/or generates new theory.

TRANSLATIONAL RESEARCH

- Paragraph form, not broken down
- This part describes the various forms of popular and innovative media that translate scientific information into ways that can be understood by users of the research.
- This includes but not limited to: policy, song, dance, illustrational books, drama, storytelling, brochures, posters, paintings, radio play and video clips.

ACKNOWLEDGMENTS

- (Optional)
- Limited to funders of the research
- Acknowledge service agencies that funded the study (required).
- Sources of data mined, e.g. WHO, UNESCO

LITERATURE CITED

No. of literatures cited:

- At least five from each continent

Quality:

- Use recent sources (at least from year 2010 onwards unless otherwise a justification is given)

Order:

- Arrange in alphabetical order

Inclusion:

- Include all the names of authors which are cited in the body of your paper

Spacing:

- Double space in between referenced literature items; single space in between lines of each literature cited.

Referencing Styles:

- All references used in the manuscript should be traceable online.
- Authors are cautioned from using gray literature (any work that is NOT scientifically peer reviewed and published in internationally indexed research journals).
- Prefer references which have earned citations already.
- The count is provided at the lower left side of every title. On the lower right is the word “cite”, click on this to get three options MLA, APA and Chicago styles. Choose the appropriate style for your study. If you decide to use MLA, then we prefer footnotes/endnotes. No reference list is required if you have endnotes. Copy and paste the citation given, add the URL of the source with the phrase retrieved on (date) from (URL). Without URL, we choose to interpret the source as print only, and hence, not traceable online.
- Include those works cited in the text. Each entry should contain all information necessary or unambiguous identification of the published work. Literature must be traceable online from peer-reviewed, indexed, cross-referenced journals in reputable databases.

For example,

Bei, G. X. (2012). Effects of Immediate Repetition in L2 Speaking Tasks: A Focused Study. *English Language Teaching*, 6(1), p11.

NOTE: Do not label this section “**Bibliography**”. A bibliography contains references that you may have read but have not specifically cited in the text. Bibliography sections are found in books and other literary writing, but not scientific journal-style papers.

ADVISORY FOR LITERATURE CITED

1. Traceability refers to the verification by independent parties of the original references using online technology through direct access to the website as point of source.
2. When the literature cited is copied and searched in the google scholar, the original source comes out either as full paper or abstract. The verifier can check if the source is scientific or grey literature, if the interpretation as written is true to the original intent, if the ideas used were accurately taken, if the writer copy pasted the portion in the original material, and if the writer plagiarized the source.
3. The URL of the online article as reference must be copied and pasted in the end part of the reference with the words “retrieved on (date) from (copy the URL)”. Without the URL the reference is understood as print only and hence has inherent problem of poor traceability.
4. When the URL link is dead, the reference must be replaced.
5. Most URLs are long and cumbersome to attach and read. This must be shortened by copying and searching for the URL short version in goo.gl. Upon searching there for the short version, the computer asks you to enter a number combination that is given in a box and entering it into a designated box. The short version comes out and you will now replace the long version with it.
6. In text citations can use et al when there are more than two authors. But in the reference list, all authors must be listed since et al is never allowed. This is because all authors need to earn the citation counts of their paper. Citation count can not happen when other authors are omitted because they are listed after the first author.
7. Print sources are accepted only when there are justifications made why there are no online version, such as original documents which can not be published for reason of confidentiality of content, the original material has no online version yet, among other explanations. In which case, a scanned copy if available should be attached to the article for validation during the peer review process.
8. Missing info happens during the documentation of the reference. To avoid this problem, the reference in the google scholar has three versions, MLA, APA, CMS, you copy the version you choose after you click CITE in the lower right portion of the reference title. Then, click the title to direct you to the original source. Copy the URL as in #3 and find the short version as in # 5.
9. Alphabetize the references. Do not segregate as books, periodicals, among others.
10. Examine the final list if these references have intercontinental representation. This is to avoid a limited point of view. Since journals have global readership, references from various continents give a balanced view and a global perspective to the article regardless of scope.
11. Search in the web what constitutes grey literature and check your references for it. Replace grey literature.
12. Most importantly, obtain soft copies of all your references and test them for plagiarism content using plagiarism detector software. Check the portion you are using if it is not plagiarized. Plagiarism is genetically transferred from one source to another and is not removed by mere attribution of source. Replace sources with high plagiarism content. Using a table, summarize plagiarism test results for all references implementing a standard of 90 percent originality and less than 5 percent of plagiarism. If you are using Turnitin, the standard is less than 10 percent of similarity.

Indexing Companies

- **GOOGLE SCHOLAR**

Google Scholar provides a simple way to broadly search for scholarly literature. From one place, you can search across many disciplines and sources: articles, theses, books, abstracts and court opinions, from academic publishers, professional societies, online repositories, universities and other web sites. Google Scholar helps you find relevant work across the world of scholarly research.

- **CROSSREF**

CrossRef is an official [Digital Object Identifier](#) (DOI) Registration Agency of the [International DOI Foundation](#). It was launched in early 2000 as a cooperative effort among publishers to enable persistent cross-publisher citation linking in [online academic journals](#). CrossRef is the common name used by the Publishers International Linking Association (PILA).

Peer Reviewer's Forms

FM-PAIR-12C Rev. 6 as of April 10, 2015
Peer Reviewer's Form for Descriptive Qualitative Research

Reviewer: _____
University/Office and Country _____

This article falls into the following category or categories:

Empirical studies, using any acceptable research strategies (such as, survey, case study, experiment, archival analysis or history)	<input type="checkbox"/>
Theoretical studies aimed at advancing current theory or adapting theory to local conditions	<input type="checkbox"/>
Theoretical studies aimed at reviewing and/or synthesizing existing theory	<input type="checkbox"/>

	Yes	No	N/A	Line No. Evidence
General				
1. Are the writing style, grammar and use of language meeting the graduate level standards and higher?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Does this research represent a definite new contribution in the study area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Does the study proceed from a sound theoretical foundation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Does the study have good potential to be cited by other researchers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Are there literature support from ASEAN member countries such as Brunei Darussalam, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam that captured the ASEAN perspective of the study?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Presentation

6. Does the title accurately reflect the most important result? ☐ Yes ☐ No ☐ N/A

Abstract

7. Does the abstract present an accurate synopsis of the paper?

☐ ☐ ☐☐

Introduction and Aims

8. Is the introduction appropriate to the paper's subject?

☐ ☐ ☐☐

9. Is the literature relevant, and comprehensive?

☐ ☐ ☐☐

10. Is there a definition of the gap in the literature on the topic?

☐ ☐ ☐☐

Methods

11. Is the design of the study consistent with its aims and scope?

☐ ☐ ☐☐

12. Is the sample representative of the population in question?

☐ ☐ ☐☐

13. Is the method of selecting the sample/cases clearly described?

☐ ☐ ☐

14. Is there a discussion of item-total correlation to ensure every item has high internal consistency?

☐ ☐ ☐☐

15. Is there explicit compliance to ethics protocol?

☐ ☐ ☐☐

Results & Discussion

16. Are the results and any statistical test results presented in a clear and unambiguous manner (tables, figures, graphs, etc.) dispensing non-significant data?

☐ ☐ ☐☐

17. Does the discussion critique and discuss the methodology used?

☐ ☐ ☐☐

18. Does the discussion comprehensively discuss the results?

☐ ☐ ☐☐

19. Are the results interpreted correctly and linked to the literature discussed?

☐ ☐ ☐☐

Conclusions

20. Do the conclusions accurately reflect the objectives and results of the study?

Translational Research

21. Are there ways by which the findings of the study was utilized using popular media such as but not limited to policy, art, music, instructional materials, equipment and gadgets?

☐ ☐ ☐

Literature Cited

22. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases?

☐ ☐ ☐

23. Is there utilization of references from previous articles published in JPAIR Muldisciplinary Research, JPAIR Institutional Research, and International Journal on Graft and Corruption Research?

☐ ☐ ☐

Please provide further commentary on the article.

Please provide any confidential comments to the Editorial Board.

My recommendation for the paper:

- ☐ Accept , after minor revisions suggested in this review
- ☐ Accept, after major revisions suggested in this review
- ☐ Reject, not fit for publication

After the revision is submitted:

- ☐ I want to read the article again.
- ☐ I leave it up to the editor to decide.

Signature:

Date:

FM-PAIR-12J Rev.0 as of September 10, 2014
Peer Reviewer's Form for Qualitative Research

Reviewer:

University/Office and
Country

This article falls into the following category or categories:

Empirical studies, using any acceptable research strategies (such as, survey, case study, experiment, archival analysis or history)	<input type="checkbox"/>
Theoretical studies aimed at advancing current theory or adapting theory to local conditions	<input type="checkbox"/>
Theoretical studies aimed at reviewing and/or synthesizing existing theory	<input type="checkbox"/>

	Yes	No	N/A
General			
1. Are the writing style, grammar and use of language meeting the graduate level standards and higher?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does this research represent a definite new contribution in the study area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the study end with a sound theoretical construction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the study have good potential to be cited by other researchers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Presentation

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 5. Does the title accurately reflect the most important result? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Does the presentation reflect a first person narrative with verbatim quotes of responses? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Abstract

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 7. Does the abstract present an accurate synopsis of the paper? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|---|--------------------------|--------------------------|--------------------------|

Introduction and Aims

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 8. Does the introduction begin with a personal perspective on how the researcher got interested in the topic? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Does it introduce the context of the study, the environment, the dynamics and history? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is the introduction appropriate to the paper's subject? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Methods

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 11. Is the design of the study consistent with its aims and scope? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Is the sample adequate for requirements of the particular qualitative method? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Does the study specify the method: Hermeneutics? Phenomenology? Grounded theory? Ethnography? Narratology? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Does the study specify the techniques: Focus group? In-depth interview? Key informant interview? Participant observation? Non-participant Observation? Field Notes? Structured Interview? Semi-structured Interview? Unstructured Interview? Immersion? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Does the study present stages in data collection? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Does the study present the process in development of theories? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Does the study reflect the use of technology (N Vivo) in clustering responses to evolve theories? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Is there explicit compliance to ethics protocol? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Results & Discussion

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 19. Does the discussion critique and discuss the methodology used? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Does the discussion comprehensively discuss the results? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Are the results interpreted correctly and linked to the literature discussed? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Do the conclusions accurately reflect the objectives and results of the study? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Literature Cited

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 23. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Does the study follow the MLA format? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Please provide further commentary on the article.

Please provide any confidential comments to the Editorial Board.

My recommendation for the paper:

- ☐ Accept , after minor revisions suggested in this review
- ☐ Accept, after major revisions suggested in this review
- ☐ Reject, not fit for publication

After the revision is submitted:

- ☐ I want to read the article again.
- ☐ I leave it up to the editor to decide.

Signature:

Date:

FM-PAIR-12L Rev. 0 as of March 31, 2015
Peer Reviewer's Form for Qualitative Research in Case Study

Reviewer:

[Click here to enter text.](#)

**University/Office and
Country**

[Click here to enter text.](#)

This article falls into the following category or categories of case study:

Single Case <input type="checkbox"/>	Multi-case <input type="checkbox"/>
Pilot Case <input type="checkbox"/>	Intrinsic Case <input type="checkbox"/>
Exploratory Case <input type="checkbox"/>	Instrumental Case <input type="checkbox"/>
Descriptive Case <input type="checkbox"/>	Collective Case <input type="checkbox"/>
Explanatory <input type="checkbox"/>	

General

1. Does the writing style, grammar and use of language meeting the graduate level standards and higher?
2. Does this research present a novel contribution in the study area?
3. Does the study have good potential to be cited by other researchers?

Yes No N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Presentation

4. Does the title accurately reflect the most important result or objectives?
5. Do the results present concepts and themes derived from the descriptions, narratives or testimonies shared by the participants?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Abstract

6. Does the abstract present an accurate synopsis of the paper?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

Introduction and Aims

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 7. Does the introduction specify and describe the context of the issues/case studied? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Does the study manifest/exhibit an issue or a problematic situation which can be understood better through the case method? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Does the study define boundaries set by the author for the case? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Does the introduction present the objectives in which the central research question/s will be based? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are the focused questions aligned with the central questions/s that the study intended to answer or understand? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Methods

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 12. Does the case use analytic manipulations in data analysis? (pattern matching, explanation building, time series analysis, logic models, cross-case analysis) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Is there a triangulation in collecting evidence to generate rich information, detail and description on the problem/case studied? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Does the study specify the method, case study, and adequately defines it? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Are the different sources of data included in the study? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Does the method specify the techniques: Focus group? In-depth Interview/ Key informant interview? Structured interview? Semi-structured interview? Observations? Secondary Sources? Unstructured interview? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Are the methods employed reflective of techniques/approaches such as experiences, observations or secondary sources that assure credibility, consistency, transferability, dependability, confirmability, utilization, and adequately described in the paper? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Does the study explain the use of key informants to review the draft of the paper? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Does the study explain the inclusion criteria in the selection/choice of participants? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Is there explicit compliance to ethics protocol? /Are the ethical concern properly addressed and discussed in the study? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Results & Discussion

21. Is there adequate presentation of the results which are detailed, rich, insightful and exploratory? ☐ ☐ ☐
22. Does the presentation provide for alternative/rival perspectives? ☐ ☐ ☐
23. Are the results interpreted appropriately and linked to the literature discussed? ☐ ☐ ☐

Conclusions

24. Do the conclusions accurately reflect the objectives and results of the study?

Translational Research

25. Are there ways by which the findings of the study were utilized using popular media such as but not limited to policy, art, music, instructional materials, equipment and gadgets? ☐ ☐ ☐

Literature Cited

26. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases? ☐ ☐ ☐
27. Is there utilization of references from previous articles published in JPAIR Multidisciplinary Research, JPAIR Institutional Research, and International Journal on Graft and Corruption Research? ☐ ☐ ☐

Please provide further commentary on the article and indicate your instructions to the author.

Please provide any confidential comments to the Editorial Board.

My recommendation for the paper:

- ☐ Accept , after minor revisions suggested in this review
- ☐ Accept, after major revisions suggested in this review
- ☐ Reject, not fit for publication

After the revision is submitted:

- ☐ I want to read the article again.
- ☐ I leave it up to the editor to decide.

Signature:

Date:

FM-PAIR-12M Rev.0 as of March 31, 2015
Peer Reviewer's Form for Qualitative Research in Narratology/Narrative

Reviewer: _____
 University/Office and _____
 Country _____

This article falls into the following category or categories:

Empirical studies, using any acceptable research strategies such as narratology	<input type="checkbox"/>
---	--------------------------

Instruction: Write comments inside the boxes for each subsection.

	Yes	No
General		
1. Do the writing style, grammar and use of language meet the graduate level standards and higher?	<input type="checkbox"/>	<input type="checkbox"/>
2. Does this research present a novel contribution in the study area?	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the study end with a sound theoretical construction?	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the study have good potential to be cited by other researchers?	<input type="checkbox"/>	<input type="checkbox"/>

Presentation

5. Does the title accurately reflect the most important essence of the participants' stories/narratives?	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the presentation of results reflect a first person narrative with verbatim quotes of responses?	<input type="checkbox"/>	<input type="checkbox"/>
7. Do the discourses provide clear sequential order that connects events in a meaningful way for a definite audience, and thus, offer insights about the world and/or people's experiences?	<input type="checkbox"/>	<input type="checkbox"/>
8. Is the narrative form clear and defined as either causality- an account of how an event (cause) is by followed another (effect) under a specific set of circumstances or temporality- which provides meanings to events; endings determine the meanings of the actions or events?	<input type="checkbox"/>	<input type="checkbox"/>
9. Is the focus of the analysis the people who tell the stories about their lives; the stories themselves are a means to understand the participants better?	<input type="checkbox"/>	<input type="checkbox"/>

Abstract

10. Does the abstract present an accurate synopsis of the paper?

☐ ☐

Introduction and Aims

11. Does the introduction specify and describe the context of the problem studied?

☐ ☐

12. Does the study manifest/exhibit an issue or a problematic situation which can only be understood through the sharing of the participants' experiences?

☐ ☐

13. Does the study require the exposition of the participants' description of their experience?

☐ ☐

14. Does the introduction present the objectives in which the central research question/s are based?

☐ ☐

15. Are the focused questions aligned with the central question/s that the study intended to answer or understand?

☐ ☐

Methods

16. Is the design of the study consistent with its aims and scope?

☐ ☐

17. Is the sample adequate for the requirements of a narrative study (2-25 participants) to generate rich information, detail and description of the problem studied?

☐ ☐

18. Are the conversational partners/narrators appropriately chosen to provide information (first order or second order experiences) and rich description on the problem studied?

☐ ☐

19. Does the study specify the method, narratology/narrative either ontological (first order) or representational (second order)?

☐ ☐

20. Does the study specify the techniques: Focus group? In-depth interview? Key Informant interview? Participant observation? Structured Interview? Semi-structured Interview? Unstructured Interview?

☐ ☐

21. Are the methods employed reflective of techniques/approaches that assure credibility, transferability, dependability, confirmability, and adequately described in the paper?

☐ ☐

22. Does the study explain the use of peer reviewers or consultants to validate findings?

☐ ☐

23. Does the study explain the inclusion criteria in the selection/choice of participants?

☐ ☐

24. Does the study explain the procedure for data explication (transcriptions to concepts to themes)?

☐ ☐

25. Does the study present the process in building towards theories?

☐ ☐

26. Is there explicit compliance to ethics protocol? / Are ethical concerns properly

☐ ☐

Results and Discussion

27. Is the presentation of the results clear, appropriate and easy to follow?

☐☐
28. Are the results comprehensively discussed?

☐☐
29. Are the results interpreted correctly and linked to the literature discussed?

☐☐
30. Do the conclusions accurately reflect the objectives and results of the study?

☐☐
31. Do the results present concepts and themes derived from the sequential, rich and detailed descriptions, narratives or testimonies shared by the participants

☐☐

Translational Research

32. Are there ways by which the findings of the study were utilized using popular media such as but not limited to policy, art, music, instructional materials, equipment and gadgets?

☐☐

Literature Cited

33. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases?

☐☐
34. Is there utilization of references from previous articles published in PAIR Journals?

☐☐

Please provide any confidential comments to the Editorial Board.

My recommendation for the paper:

- ☐ Accept, without revisions
- ☐ Accept , after minor revisions suggested in this review
- ☐ Accept, after major revisions suggested in this review
- ☐ Reject, not fit for publication at this time.

After the revision is submitted:

- ☐ I want to read the article again.
- ☐ I leave it up to the editor to decide.

Signature:

Date:

FM-PAIR-12N Rev. 0 as of March 31, 2015
Peer Reviewer's Form for Qualitative Research in Hermeneutics

Reviewer:
University/Office and
Country

This article falls into the following category or categories of hermeneutics:

Hermeneutics Phenomenology <input type="checkbox"/>	Translation Study <input type="checkbox"/>
Hermeneutics Narrative <input type="checkbox"/>	Literary Analysis <input type="checkbox"/>
Content Analysis <input type="checkbox"/>	
Hermeneutic Case <input type="checkbox"/>	
Discourse Analysis <input type="checkbox"/>	

General

- | | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 1. Does the writing style, grammar and use of language meeting the graduate level standards and higher? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does this research present a novel contribution in the study area? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the study have good potential to be cited by other researchers? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Presentation

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 4. Does the title accurately reflect the most important result or objectives? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do the results present concepts and themes derived from the texts, documents, artifacts, descriptions, narratives or testimonies shared by the participants? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Abstract

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 6. Does the abstract present an accurate synopsis of the paper? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|---|--------------------------|--------------------------|--------------------------|

Introduction and Aims

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 7. Does the introduction specify and describe the context of the issues/case studied? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Does the study manifest/exhibit an issue or a problematic situation which can be understood better through the hermeneutics method? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Does the study utilize theories to interpret and understand the texts, documents, artifacts, and social phenomena? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Does the introduction present the objectives in which the central research question/s will be based? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are the focused questions aligned with the central questions/s that the study intended to answer or understand? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Methods

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 12. Does the study utilize more literature sources to get a wider perspective of the issue, texts or phenomenon? | | | |
| 13. Does the study specify the method of interpretation? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Does the study explain the inclusion criteria in the selection/choice of participants if data sources are people? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Is there explicit compliance to ethics protocol? /Are the ethical concern properly addressed and discussed in the study? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Results & Discussion

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 16. Is the analysis congruent to the method of interpretation? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Does the presentation provide for alternative/rival perspectives? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Are the results interpreted appropriately and linked to the literature discussed and the theories? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Conclusions

19. Do the conclusions accurately reflect the objectives and results of the study?

Translational Research

20. Are there ways by which the findings of the study were utilized using popular media such as but not limited to policy, art, music, instructional materials, equipment and gadgets? ☐ ☐ ☐

Literature Cited

21. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases? ☐ ☐ ☐

22. Is there utilization of references from previous articles published in JPAIR Multidisciplinary Research, JPAIR Institutional Research, and International Journal on Graft and Corruption Research? ☐ ☐ ☐

Please provide further commentary on the article and indicate your instructions to the author.

Please provide any confidential comments to the Editorial Board.

My recommendation for the paper:

- ☐ Accept , after minor revisions suggested in this review
- ☐ Accept, after major revisions suggested in this review
- ☐ Reject, not fit for publication

After the revision is submitted:

- ☐ I want to read the article again.
- ☐ I leave it up to the editor to decide.

Signature:

Date:

FM-PAIR-120 Rev. 0 as of March 31, 2015
Peer Reviewer's Form for Research Review of the Literature (RRL) Paper

Reviewer: _____
University/Office and _____
Country _____

This article falls into the following category or categories:

Empirical studies, using any acceptable research strategies (such as oral literature, literary criticism, archival analysis or history)	<input type="checkbox"/>
Theoretical studies aimed at advancing current theory or adapting theory to local conditions	<input type="checkbox"/>
Theoretical studies aimed at reviewing and/or synthesizing existing theory	<input type="checkbox"/>

	Yes	No	N/A
General			
1. Are the writing style, grammar and use of language meeting the graduate level standards and higher?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does this research represent a definite new contribution in the study area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the study proceed from a sound theoretical foundation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the study have good potential to be cited by other researchers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are there literature support from ASEAN member countries such as Brunei Darussalam, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam that captured the ASEAN perspective of the study?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Presentation

6. Does the title accurately reflect the most important result? ☐ ☐ ☐

Abstract

7. Does the abstract present an accurate synopsis of the paper? ☐ ☐ ☐

Introduction and Aims

8. Is the introduction appropriate to the paper's subject? ☐ ☐ ☐
9. Is the literature relevant, and comprehensive? ☐ ☐ ☐
10. Is there a definition of the gap in the literature on the topic? ☐ ☐ ☐

Methods

11. Is the design of the study consistent with its aims and scope? ☐ ☐ ☐
12. Is the procedure in data collection and analysis clearly described? ☐ ☐ ☐

Results & Discussion

13. Are the results presented in a clear and unambiguous manner? ☐ ☐ ☐
14. Does the discussion critique and discuss the methodology used? ☐ ☐ ☐
15. Does the discussion comprehensively discuss the results? ☐ ☐ ☐
16. Are the results interpreted correctly and linked to the literature discussed? ☐ ☐ ☐
17. Do the conclusions accurately reflect the objectives and results of the study? ☐ ☐ ☐

Literature Cited

18. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases?

☐☐☐

Please provide further commentary on the article.

Please provide any confidential comments to the Editorial Board.

My recommendation for the paper:

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- ☐ Accept, after major revisions suggested in this review
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FM-PAIR-12P Rev. 0 as of April 17, 2015
Peer Reviewer's Form for Research Review Paper

Reviewer: _____
University/Office and _____
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This article falls into the following category or categories:

Empirical studies, using any acceptable research strategies (such as, survey, case study, experiment, archival analysis or history)	<input type="checkbox"/>
Theoretical studies aimed at advancing current theory or adapting theory to local conditions	<input type="checkbox"/>
Theoretical studies aimed at reviewing and/or synthesizing existing theory/ literature	<input type="checkbox"/>

	Yes	No	N/A	Line No. Evidence
General				
1. Are the writing style, grammar and use of language meeting the graduate level standards and higher?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Does this research represent a definite new contribution in the study area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Does the study proceed from a sound theoretical foundation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Does the study have good potential to be cited by other researchers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Presentation

5. Does the title accurately reflect the most important result? ☐ ☐ ☐ _____

Abstract

6. Does the abstract present an accurate synopsis of the paper? ☐ ☐ ☐ ☐

Introduction and Aims

7. Is the introduction appropriate to the paper's subject? ☐ ☐ ☐ ☐
8. Is the literature relevant, and comprehensive? ☐ ☐ ☐ ☐
9. Is there a definition of the gap in the literature on the topic? ☐ ☐ ☐ ☐

Methods

10. Is there an identification of the type of literature review conducted?
(Chronologic? Thematic? Geographic?) ☐ ☐ ☐ ☐
11. Is the design of the study consistent with its aims and scope? ☐ ☐ ☐ ☐
12. Is the sample representative of the population in question? ☐ ☐ ☐ ☐
13. Is the method of selecting the sample/cases clearly described? ☐ ☐ ☐ ☐
14. Is there a discussion of item-total correlation to ensure every item has high internal consistency? ☐ ☐ ☐ ☐
15. Is there explicit compliance to ethics protocol? ☐ ☐ ☐ ☐

Results & Discussion

16. Are the results and any statistical test results presented in a clear and unambiguous manner (tables, figures, graphs, etc.) dispensing non-significant data? ☐ ☐ ☐ ☐
17. Does the discussion critique and discuss the methodology used? ☐ ☐ ☐ ☐
18. Does the discussion comprehensively discuss the results? ☐ ☐ ☐ ☐
19. Are the results interpreted correctly and linked to the literature discussed? ☐ ☐ ☐ ☐
20. Is there a discussion of trends continentally, regionally and locally in the methods and findings? ☐ ☐ ☐ ☐
21. Is there definition of the gaps in the literature continentally, regionally and locally? ☐ ☐ ☐ ☐
22. Are there leads into future studies emanating from the literature gaps? ☐ ☐ ☐ ☐

23. Is there an analysis of limitations and errors of the studies being reviewed? ☐ ☐ ☐ _____

Conclusions

24. Do the conclusions accurately reflect the objectives and results of the study? ☐ ☐ ☐ _____

Translational Research

25. Are there ways by which the findings of the study was utilized using popular media such as but not limited to policy, art, music, instructional materials, equipment and gadgets? ☐ ☐ ☐ _____

Literature Cited

26. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases? ☐ ☐ ☐ _____

27. Is there utilization of references from previous articles published in JPAIR Multidisciplinary Research, JPAIR Institutional Research, and International Journal on Graft and Corruption Research? ☐ ☐ ☐ _____

28. Is there substantial literature from different continents revealing the state-of-the-art of the research topics? ☐ ☐ ☐ _____

29. Is there adequate literature from the region of the research mapping what has been studied on the topics? ☐ ☐ ☐ _____

30. Is there sufficient literature from the country of origin of the researchers? ☐ ☐ ☐ _____

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FM-PAIR-12Q Rev. 0 as of June 23, 2015
Peer Reviewer's Form for Institutional Research

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Country _____

	Yes	No	N/A	Line No. Evidence
General				
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2. Has/Have the study problem (s), gap (s) or opportunity (ies) been clearly identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Does this research provide potential solution to the problem at hand?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Does the study proceed from a sound theoretical foundation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Does the study have good potential to be cited by other researchers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Are there literature support from but not limited to ASEAN member countries such as Brunei Darussalam, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam that captured the regional or global perspective of the study?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Presentation				
7. Does the title accurately reflect the most important result?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Abstract				
8. Does the abstract present an accurate synopsis of the paper?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Introduction and Aims

9. Is the introduction appropriate to the problem?

☐☐☐

10. Is the literature relevant and comprehensive?

☐☐☐

Methods

11. Is the design of the study consistent with its aims and scope?

☐☐☐

12. Is the method of selecting the sample/cases clearly described?

☐☐☐

13. Is there explicit compliance to ethics protocol?

☐☐☐

Results & Discussion

14. Are the results and any statistical test results presented in a clear and unambiguous manner (tables, figures, graphs, etc.) dispensing non-significant data?

☐☐☐

15. Are the results comprehensively discussed in terms of the study's aims?

☐☐☐

16. Are the results interpreted correctly and linked to the literature discussed?

☐☐☐

Conclusions and Recommendations

17. Do the conclusions accurately reflect the objectives and results of the study?

☐☐☐

18. Do the recommendations provide leads to terminate, institutionalize or sustain the interventions to the problem?

☐☐☐

Literature Cited

18. Are the Literature Cited of high standard reflecting online, traceable, and reputable scientific databases?
19. Is there utilization of references from previous articles published in JPAIR Multidisciplinary Research, JPAIR Institutional Research, and International Journal on Graft and Corruption Research?

☐☐☐☐☐☐

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Signature:

Date: