

# **Guidelines to Reviewers**

## **Aims and Scope**

The UDS International Journal of Development is an online, open access peer-reviewed journal of the University for Development Studies, Ghana. It is a multi-, trans- and an inter-disciplinary journal with a development focus. It publishes works which are analytical, evaluative, basic, applicative and/or descriptive. It accepts papers from varied disciplinary areas; including the Humanities, Social Sciences, Physical and Applied Sciences, Medicine and Allied Health Sciences, Business and Commerce as well as Information Technology. Articles must show relevance to development. Emphasis is on empirical research that builds on and/or ground theory. However, manuscripts of high quality on theoretical aspects of development-related disciplines as well as book reviews are considered for publication.

The UDS International Journal of Development provides a forum for researchers and development-related professionals to re/present findings on critical research and /or analysis of development issues with emphasis on, but not exclusive to the Ghanaian as well as African settings.

## **Mission**

To provide on a regular and sustained basis, an excellent scholarly journal for reporting empirical research findings, policy analysis, topical issues, theoretical concerns and reviews on development.

The review process involves sending papers to at least two experts for review. The manuscript is a confidential document. Please do not discuss this document with anybody else. Any communication with the author of the manuscript must be done through the Journal Editorial office.

The referee provides advice to the Editor-in-Chief, who makes the final decision, together with members of a well selected panel We will normally pass on your comments (anonymously, of course) to the author.

As a practice, the author and the reviewer are not known to each other. Even if we do not accept a paper, we would like to pass on constructive comments that might help the author to improve the paper, or in preparing a fresh paper. For this reason, please give detailed comments (with references, where appropriate) that will help the Editor-in-Chief to make a decision on the paper and the authors to improve it. Send detailed comments separately and make your recommendations and any confidential comments to the Editorial Secretary by electronic means. Corrections can also be made on the actual text itself, and highlighted for the benefit of the author and the editor.

**The broad aspects that we would like comments on include:**

- Focus:** The focus must be research and development linkages; is this the case here?
- Originality:** Originality is our major criterion for case reports
- Truly original or known to you through foreign or specialist literature
- Scientific reliability
  - Overall design of the study
  - The research undertaken-adequately described and the conditions defined
- Methods:**
- Adequately described?
  - Appropriate
- Results:**
- Relevant to problem posed?
  - Credible
  - Well presented (including use of tables and figures)?
- Interpretation and conclusions:**
- Warranted by the data?
  - Reasonable speculation?
  - Is the message clear?
- References:**
- Up to date and relevant?
  - Has the most current literature been used?
  - Any glaring omissions?
  - As per UDSIJD requirements?
- Importance of the work:**
- Suitability for UDSIJD and overall recommendation.
  - Appropriate for general readership or more appropriate

for special journal?

- If not acceptable, how can the paper be made so?

**Other points:**

- Ethical aspects
- Need for statistical assessment
- Presentation (including writing style)

**Decision: (Tick One)**

1. Accept paper as it is ( )
2. Accept paper with minor corrections ( )
3. Accept paper with major corrections ( )
4. Reject paper (To be re-submitted) ( )
5. Reject paper ( )

Authors should provide an abstract not exceeding 250 words for the sciences and 200 words for the humanities. In addition, at least 5 keywords should be provided by authors for each paper.

**References**

References in text should be quoted as follows: Kaleo & Bawumia (2004) or (Kasise, 2000). Page numbers should be provided for direct quotes (e.g, Kaba, 2000:12). Names of multiple authors should be all listed first use only (Kaleo, Bawumia & Kaba, 2004), subsequent use should appear as Kaleo et.al. (2002). A full reference list capturing author name, year of publication, title of work, edition or volume if any, and city and state of publication as well as publisher name in that order should be provided.

Apart from classics, use current date and references. Date and references more than 10 years are considered old and their use discouraged.

All references should appear typed in double space at the end of the paper in alphabetical order, in strict accordance, as follows

**JOURNAL ARTICLE**

***Single author:***

Maasole, C. S. (2011). The land factor in the Konkomba-Nanumba crisis. Ghana Journal of Development Studies, 8(1), 33-49.

**Multiple authors:**

**•Up to seven authors**

Dankwa, H. R., Agyakwah, S., Agbogah, K., Abban, E. K., Kolding, J. (2011). Review of catch trends and changes in fish species composition of the Volta Lake during its 45 years of existence. Ghana Journal of Sciences, 51, 43-50.

**•More than seven authors**

Nude, P. M., Hanson, J. E. K., Dampare, S. B., Akiti, T. T., Osae, S., Nyarko, E. S., ... Enti-Brown, S. (2011). Geochemistry of pegmatites associated with the Cape Coast granite complex in the Egyaa and Akim Oda areas of southern Ghana. Ghana Journal of Science, 51, 89-100.

**BOOK**

Nukunya, G. K. (2003). Tradition and change in Ghana: An introduction to Sociology. (2<sup>nd</sup> ed.). Accra: Ghana Universities Press.

***An Edited Book***

Haines, A. & Donald, A. (Eds.). (2002). Getting research findings into practice. (2<sup>nd</sup> ed.). London: BMJ Books.

***An Article in a Collection***

Hildebrand, M.E. (2002). "Overview: meeting the capacity development challenge: Lessons for Improving Technical Cooperation." In S. Browne (Ed.), Developing Capacity through Technical Cooperation: (15 - 36). London: Earthscan Publications.

***A Book by a Corporate Author***

Ghana Government. (2003). Ghana Poverty Reduction Strategy. Accra: National Development Planning Commission.