

Checklist for Associate Editors

June 22, 2009

TITLE		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Is the title appropriate for the paper and is it sufficiently compelling to encourage scholars to download and potentially cite? If the paper is an application to a particular country, is that acknowledged in the title?
ABSTRACT		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Does the abstract avoid making overly general or oversimplified claims?
<input type="checkbox"/>	<input type="checkbox"/>	Does it match the paper, including the revisions?
<input type="checkbox"/>	<input type="checkbox"/>	Does the abstract follow international orientation policy, making the claim location-specific, naming the region of study, and making a case for its importance for other countries?
FEMINIST FRAMEWORK		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Does the manuscript engage with existing literature in feminist thought?
<input type="checkbox"/>	<input type="checkbox"/>	Does the manuscript avoid heterosexist assumptions and acknowledge heteronormative biases in data sets?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper make a case for why it should be of interest to an international audience and interdisciplinary community of scholars concerned with feminist economic issues?
SITUATED IN RELATION TO OTHER LITERATURES		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Is the paper situated in the existing literature, so that it doesn't presume an audience of specialists in the specific subfield of the contribution?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper avoid making overly broad and unsupported generalizations over widely varying regions?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper support crucial assumptions with sufficient references? (Assumptions should be acknowledged and supported by literature.)
<input type="checkbox"/>	<input type="checkbox"/>	Do authors connect their argument to the existing theoretical framework and literature instead of claiming theirs is a bold new claim?
<input type="checkbox"/>	<input type="checkbox"/>	Does the author avoid making inaccurate claims about literature under review or inaccurate comparisons between studies that cannot be compared?

ADHERENCE TO INTERNATIONAL ORIENTATION POLICY

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<p>Does the manuscript comply with the journal policy on international orientation?</p> <ul style="list-style-type: none"> ○ Authors assume people from all over the world should be interested in a particular country’s economic phenomena without arguing why or framing the issues in the context of broader feminist economic concerns. ○ Authors treat a phenomenon as if a particular country’s experience is universal. ○ Authors refer to a phenomenon in a particular country without explicitly noting that it is a country-specific phenomenon or that a particular country’s version of the phenomenon might not be the same elsewhere. ○ Authors assume that people all over the world have heard of a law or organization in a country and do not explain the law or organization for an international audience. ○ Authors provide an overview of the literature that refers solely to contributions from one geographical region.

ADHERENCE TO STATISTICAL REPORTING POLICY

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<p>If statistical techniques are used, is the journal’s policy on statistical reporting adhered to? Refer to the article accessible on the FE website: Miller, Jane E. and Yana van der Meulen Rodgers. 2008. "Economic Importance and Statistical Significance: Guidelines for Communicating Empirical Research." <i>Feminist Economics</i> 14(2): 117-49.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>Are there an appropriate number of tables and/or figures?</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>Are tables and figures clearly laid out? Are tables and figures appropriately labeled and discussed clearly in the text?</p>

ADHERENCE TO IRB/HUMAN SUBJECTS POLICY

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<p>Does the article adhere to the journal policy?</p> <ul style="list-style-type: none"> ○ Feminist Economics instituted a policy to protect the human participants from the release of any personal information that renders them easily identifiable. ○ Though specific laws and practices of representation and ethics vary from country to country, the privacy and safety of participants should be carefully considered regardless of the place of scholarship.

		<ul style="list-style-type: none"> ○ In an effort to aid authors in their project, we ask that all papers dealing with human participants (either in interviews, through the use of ethnographic data, or through participant or non-participant observation) include one of the following two statements at the end of the manuscript: ○ 1. All personal information that would allow the identification of any person or person(s) described in the article has been removed. ○ 2. I confirm that the person(s) identified in this contribution has(ve) given permission for personal information to be published in Feminist Economics.
METHODOLOGY AND DATA		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper clarify the methodology followed and does the methodology make sense?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper avoid making broad generalizations or inaccurate statements about studies and inaccurate claims about what it will do to refute/add to these studies?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper clearly explain the variables used? Variables must be absolutely and clearly defined. Variables cannot be confusing and used interchangeably with other variables. For example, if household are referred to, make up of household must be clear, such as whether non marital or same sex households are included. Or if mother's empowerment is the variable, do not interchange with female empowerment in region, and empowerment of other females in household. Explain how variables interact.
RESULTS		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Rather than simply listing results, does the paper also present an analysis, exploration, or a discussion of the implications of these results?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper simply repeat over generalized results throughout the text without development?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper make clear why the results are important or relevant to the journal's audience?

CONCLUSION		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Does the conclusion adequately discuss the findings of the study and their importance? (It should not simply repeat results or make general statements about the need to look at an issue more carefully.)
WRITING QUALITY		
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Is the paper tightly written with an appropriate length (especially given journal page constraints)?
<input type="checkbox"/>	<input type="checkbox"/>	Is the manuscript clearly written and accessible to a broad audience?
<input type="checkbox"/>	<input type="checkbox"/>	Does the paper have unity of argument, so that the reader can easily follow the development of an argument through the paper?
<input type="checkbox"/>	<input type="checkbox"/>	Coherence: Is the paper organized in a coherent way, with good transitions within paragraphs and from paragraph to paragraph?
<input type="checkbox"/>	<input type="checkbox"/>	Are the arguments clearly stated and well supported? That is, are the sentences clear and easy to follow, or do they need more clarification?
<input type="checkbox"/>	<input type="checkbox"/>	Is the paper organized in the most effective way possible, or does it need restructuring and reorganization (and shortening or elaboration in places) to be concise and effective?