



AIR QUALITY AND CLIMATE CHANGE *Manuscript Review Form*

Thank you for agreeing to carry out a review of the attached manuscript. *Please note that your review will help determine whether the manuscript is accepted for publication, need to be rewritten, or is rejected. In the case of disagreement between reviewers, the editor may ask for an additional review. The editor has the final say. Manuscripts are not accepted for publication in the Journal unless they have been reviewed. The editor will send all reviews, the responses from the author(s), and information on acceptance to all reviewers, once a decision has been made.*

Please note that, due to publication deadlines, a timely review is essential to the publication process. If you are unable to provide a review of the manuscript within three weeks, please suggest possible alternative reviewers.

Please provide a typewritten review using this form, and e-mail it to the Editor of AQCC (travis.ancelet@mfe.govt.nz).

TITLE: Switch from 'Insert' to 'Overwrite' mode in MS Word

AUTHORS:

REVIEWER: Your identity will not be disclosed to the author(s)

DATE:

SPECIFIC QUESTIONS:

1. Is the subject appropriate to Air Quality and Climate Change?
2. Does the paper contain significant, original material?
3. Is the title appropriate?
4. Is the abstract clear? Does it contain the principle results? Can it be understood in isolation from the rest of the manuscript?
5. Is the methodology sound and are the assumptions clearly identified?
6. Are the interpretations and conclusions supported by the data presented?
7. Is the paper of an acceptable length, well-organized, and the presentation clear?
8. Is the relevant literature cited, and earlier work recognized and credited?
9. Are all figures, tables, illustrations and formulae necessary?

- 10. Are all figures and illustrations sufficiently clear?
- 11. Is the standard of English usage satisfactory?

REVIEWER'S EVALUATION

Please indicate which of the following best summarizes the manuscript:

- 1) The manuscript is acceptable in its present form
- 2) The manuscript is acceptable with minor revisions, listed below
- 3) The manuscript would be acceptable after major revisions, detailed below
- 4) The manuscript is not acceptable in its present form. Detailed objections and possible solutions are suggested below. The author will be encouraged to resubmit the paper, as it is expected to make an important contribution to the scientific literature
- 5) The manuscript is not acceptable in any form. Specific objections are listed below

Note that if revisions are required, the reviewer should make specific recommendations to the author(s) in the following section. For major revisions, the reviewer should provide a detailed explanation as to why such changes are necessary.

COMMENTS TO THE AUTHOR(S):

Please start with a summary of your impressions of the manuscript. Although this section is primarily to detail changes that need to be made, positive comments at the outset would be welcomed by the authors. Please follow this with a list of the new results presented in the manuscript. Please use separate page(s) if necessary.

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ADDITIONAL COMMENTS TO THE EDITOR (OPTIONAL):

These will not be conveyed to the author(s).

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Do you wish to see the revised manuscript (appropriate in the case of major revisions)

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