

Instructions for reviewers of (particularly empirically oriented) articles submitted to the “Zeitschrift für Erziehungswissenschaft (ZfE)”

As of March 2022

Thank you for kindly agreeing to anonymously review a submitted manuscript for the *Zeitschrift für Erziehungswissenschaft* (ZfE) in a blind peer review process.

As a rule, digitally submitted manuscripts are reviewed via the “[Editorial Manager](#)” – the online editing system of the Springer publishing house. If you have not yet accessed the Editorial Manager, such access has been created for you following the request for review. If there are any issues or further questions, please e-mail our managing editor via redaktion@zfe-online.de. We strive to keep the time between submission and publication of a manuscript as short as possible. We therefore kindly ask you to submit your review by the date requested – thank you in advance!

Please use these instructions to guide and assist the drafting of your review to the authors (“Reviewer Comments to Author”). These instructions are intended to create standards and comparability across the review process, and are by no means meant to restrict you in the formulation of your review. It is up to you how you compose your final opinion.

1. The ZfE provides instructions for authors (see “Notes for manuscripts” under <https://zfe-online.de/en/submission-guidelines/>). Please use these instructions to guide your review by providing an opinion on each of the main points.
2. For articles that are not strictly empirical, instructions should be adapted to the genre of the respective submission and should take the particulars of the respective research area into account.
3. Please be clear and precise in your criticism and suggestions, while remaining fair and courteous.
4. When recommending manuscript revisions, please be as precise as possible in your suggestions. This is so authors can use your suggestions effectively in improving their manuscript.

Authors will receive your anonymized review either completely or occasionally in terms of orderly excerpts.

Please also answer the standardized assessment sheet in the Editorial Manager. This should be submitted along with your freely formulated review and recommendation. Your answers are only visible to the editors of the ZfE. Additionally, it is possible to add further comments for the editors in the field “Reviewer Confidential Comments to Editor”. The system will confide these to editors only.

In the case of a recommendation for revision, we ask authors to draft a revision and statement on each point raised. Following a re-submission, you might receive the authors' revision and statements with a request for another review.

After completion of the review process, all reviewers will receive the anonymized decision letter to the author(s) and the submitted reviews.