

HIS 498 Peer Review Process and Final Paper Submission Guidelines

I. SUBMISSION GUIDELINES

1. Use the peer review forms I have given you, which are also available on the course web page.
2. ***Only submit the paper you have written (based on my comments on your prospectus) to the student nominated to be your peer-reviewer.***
3. However, when submitting the FINAL paper to me, PLEASE MAKE SURE YOU SUBMIT:
 - i. Your initial prospectus with my comments.
 - ii. Your REVISED/FINAL prospectus with my comments.
 - iii. The paper you submitted for Peer Review, ALONG WITH THE COMMENTS AND PEER REVIEW FORM you received as part of the peer review process. **This is really important as it is my only way of evaluating the quality of peer review.**
 - iv. YOUR FINAL PAPER.
4. Make sure the submission is well organized, and clear. The final paper should be on top, with the others in reverse order underneath. Please make sure each document or set of documents is clearly separated, and marked.

II. PEER REVIEW PROCESS: The general guidelines are clearly stated in the course syllabus.

Locate your reviewer through the table below. I have tried my best to match some interests and strengths, but a perfect match was obviously impossible for everybody.

Peer Reviewers' List and Email contacts

AUTHOR OF PAPER	REVIEWED BY	Email of <i>Reviewer</i>
Brian Bacon	KAREN HOWLEY	kch55@nau.edu
Nicole Coldiron	PERLA FONTES	pmf23@nau.edu
Caleb Coleman	LESLIE HICKEN	lh259@nau.edu
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Karen Howley	SHARLEE CRANDELL	smc336@nau.edu
Laurel Johnson	JEFFREY WHITING	jlw375@nau.edu
Michael Martin	JAMIE GENEMATAS	jg276@nau.edu
Robert McLelland	MICA TACDERAN	mrt57@nau.edu
Alicia Perez	CALEB COLEMAN	cdc94@nau.edu
Mica Tacderan	LAUREL JOHNSON	lbj5@nau.edu
Jeffrey Whiting	ROBERT McLELLAND	rtm32@nau.edu

3. The in-class review will take place in two rounds, as outlined below:

First round of Reviews	Second Round of Reviews
Bacon by HOWLEY	Coldiron by FONTES
McLelland by TACDERAN	Tacderan by JOHNSON
Coleman by HICKEN	Whiting by MCLELLAND
Crandell by COLDIRON	Martin by GENEMATAS
Fontes by MARTIN	Hicken by BACON
Johnson by WHITING	Howley by CRANDELL
Genematas by PEREZ	Perez by COLEMAN