

Guidelines for Referees

The journal relies on the expertise of referees for ensuring the high standards of its contributions, and we are most grateful that you have agreed to review this submission. Contributors also often have a great deal to gain from the advice and constructive criticism they receive from referees.

1. If you have already read and commented on the submission for either the author or another journal, please let us know immediately. If you have any potential competing interests in relation to this submission, please get in touch so we can assess its impact on the review process. Competing interests are situations that could be perceived to exert an undue influence on your review. They may include, but are not limited to, financial, professional, contractual or personal relationships or situations.
2. Please submit your report as an email attachment to the Editor a.cooley@warwick.ac.uk, if possible within **6 weeks**. If you anticipate a delay, please do let the Editor know as soon as you are able.
3. *Papers of the British School at Rome* has a policy of blind refereeing, and we aim to ensure that papers sent out for refereeing bear no indication of the author's identity. There is no fixed format or length for a report, but it would be helpful if you can write it in such a way that it can be sent to the author (whatever the recommendation): it should not betray any indication of your own identity, and any confidential comments should be sent separately to the Editor.
4. We would be grateful if you could comment particularly on:
 - the originality and scholarly significance of the submission
 - the article's suitability for *PBSR*: where possible, articles should be intelligible and of interest to a multi-disciplinary readership.
 - the strengths and weaknesses of the paper's methodology
 - the clarity of the argument
 - the use of evidence, references and (where appropriate) illustrations to substantiate the argument
 - whether the text length and number of illustrations is appropriate to the topic of the article
 - the style of the writing
5. We would be grateful for a clear recommendation regarding publication: is this a firm accept, an accept with major revisions, an article that needs reworking and resubmitting to *PBSR* for further review, or a clear rejection. If you feel that the paper has potential, but needs substantial revision before publication, it would be

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helpful if you can provide some clear guidance on how it should be revised (the addition or removal of material, further bibliography, corrections etc.).

6. Please contact the Editor directly if you have any questions or concerns about the paper.

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