**Downloadable 3: Reviewer Guidelines**

Thank you for agreeing to serve as a reviewer for Tridax Africa Company Limited. Your expertise and feedback are essential to maintaining the quality and integrity of our publications. Please review the following guidelines carefully before commencing your review.

**1. Expectations for Peer Review**

1.1 **Objectivity**: Reviewers should evaluate submissions objectively and provide constructive feedback to authors to help improve the quality of their work.

1.2 **Timeliness**: Reviewers are requested to complete their reviews within the agreed-upon timeframe to facilitate timely decision-making and publication.

1.3 **Confidentiality**: Reviewers must maintain the confidentiality of the peer review process and refrain from disclosing any information about the submission or review process without permission.

**2. Criteria for Evaluating Submissions**

2.1 **Originality**: Assess the originality and novelty of the work and its contribution to the field.

2.2 **Significance**: Evaluate the significance and relevance of the research question, findings, and implications.

2.3 **Methodology**: Review the rigor and validity of the study design, methods, and data analysis.

2.4 **Clarity and Coherence**: Evaluate the clarity, coherence, and organization of the manuscript, including the writing style, structure, and presentation of results.

**3. Confidentiality Requirements**

3.1 **Access to Manuscripts**: Reviewers are granted access to manuscripts solely for the purpose of peer review and must not use or disclose any information contained therein for personal gain or unauthorized purposes.

3.2 **Handling of Manuscripts**: Reviewers must securely store and dispose of manuscripts after completing their reviews to prevent unauthorized access or disclosure.

**4. Instructions for Providing Feedback**

4.1 **Constructive Criticism**: Provide specific and constructive feedback to authors, highlighting strengths and weaknesses of the manuscript and suggesting improvements where necessary.

4.2 **Confidential Comments to Editors**: If necessary, include confidential comments to the editor regarding any concerns or issues related to the manuscript that should be addressed in the editorial decision-making process.

4.3 **Timely Submission**: Submit your review via the online submission system by the deadline provided, including any additional comments or recommendations for the editor.

**5. Contact Information**

For any inquiries or assistance regarding the peer review process, please contact the editorial office at [contact email] or [phone number].

Your contribution as a reviewer is invaluable to Tridax Africa Company Limited and the scholarly community. We appreciate your dedication to maintaining high standards of quality and integrity in academic publishing.

**Tridax Africa Company Limited**  
[Company Address]  
[City, Country, ZIP Code]  
[Contact Email]  
[Phone Number]