

Policies & Procedures

Reviewer Guidelines

CETI Group will publish an online peer-reviewed technical publication directed at Canadian energy industry participants. The publication has a commitment to encourage the continued growth in energy innovation in Canada and to document existing and new technologies in the industry.

Canadian Energy Technology & Innovation publishes results from a wide variety of areas of technology and innovation in the production and recovery of non-renewable energy resources, as are papers concerning current political, economic, legal and environmental issues in the energy industry. Technical notes, book reviews, letters to the editor, obituaries and 'In Brief' items of general interest are also published.

Canadian Energy Technology & Innovation aims to provide rapid publication, normally within nine months of the initial submission. The purpose of this guide is to introduce reviewers to the format and style used by Canadian Energy Technology & Innovation. Reviewers are urged to read these instructions carefully, because following the journal's style will minimize the need for editorial change and extra communication with the authors, thus speeding up the final publication of submissions.

Instructions for Reviewers:

The review process is set up online and is password protected. The identity of the reviewer will never be revealed to the author. All communication with the author(s) will be handled directly through the CETI office. Under no circumstances shall a reviewer contact an author.

The papers are located at the link provided via email, as is the password.

Each paper is a link to a PDF copy of the paper. In order to review a paper, you will need Adobe Reader. The latest version of Adobe Reader can be downloaded for free from <http://get.adobe.com/reader/>.

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1. Visit the link provided in the email.
2. Click on the **Reviewers Enter Here** button.
3. Locate the password sent via email and ensure that your cursor is in the password field before entering it. Once the password has been entered, select the **Submit Password** button. This will open the **CETI Reviewers Only** page.
4. Select the desired paper by clicking on the title of the paper.
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 - A. Accepted/Not Accepted
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 - Commercial Promotion – paper is promoting a company or product
 - Previously Published – A paper that has been previously published requires permission from the publishers to re-publish.
 - Plagiarized – NO exceptions. Plagiarizing someone else’s work is not acceptable. Anyone found to have copied another’s work will be banned from further publication in the Canadian Energy Technology & Innovation Journal.
 - D. Comments:

Kindly enter any comments you wish to relate to the author regarding the review of the paper. Please note that this field will grow as you enter text.
 - E. Select the **Submit** button to complete the process.

If you have any questions, please direct them to Diane Olson at diane.olson@ceti-mag.ca.

Thank you for volunteering as a reviewer.

The CETI team