

## Review Instructions From the editors of Arctic Report Card 2014

Thank you for agreeing to review the 2014 update to the Arctic Report Card. Your review should be anonymous; please don't reveal your name to the authors and editors.

First published in 2006, the Arctic Report Card is an annual, peer-reviewed, Web-based publication: <http://www.arctic.noaa.gov/reportcard/index.html>. It is a multi-disciplinary document composed of topical essays in the physical and biological sciences.

The Arctic Report Card is intended as a source of clear, reliable and concise information on the current state of different components of the Arctic environmental system relative to historical records. It is intended for a wide audience, including researchers, teachers, students, decision- and policy-makers and the general public interested in the Arctic environment and science.

The Arctic Report Card presents facts. That is, it describes observations and measurements. Authors can and will discuss the observations and measurements, but the discussion must be grounded in fact, i.e., the published literature. It is appropriate to cite the literature and to describe methods and data sources. Authors should not speculate or present numerical model output.

The Arctic Report Card is not a research paper. That is, it is not a forum for the authors to present new analysis, interpretation and conclusions. Authors are discouraged from presenting their own unpublished research into the observations and measurements.

Reviewers are asked to advise the editors and authors as to whether they have achieved a clear, reliable and concise description of the current state of different components of the Arctic environmental system. If at all possible, please comment on all the essays, and the consistency of essay content across the entire scope of the Report Card.

**A note about preparing a review.** We request that reviewers use the tables that follow to enter comments on each essay. There is a table for each essay and each table has three columns: Page No., Line No., Comment. A review is not limited to the number of rows in the table provided; rows should be added if extra space is needed. General comments can be added below a table.

The editors ask reviewers to use the tables because it facilitates (1) the revision of the essays, (2) documenting the response to every review comment, and reporting to NOAA, and (3) NOAA certification that the Report Card has been reviewed and the response to the reviews has been fully documented. The Report Card cannot be published until it has been certified.

Reviewers are asked NOT to review the document by inserting "sticky notes" in the PDF file. Please use the tables provided.