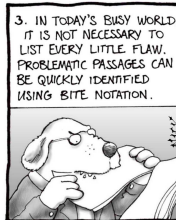


The Refereeing Process

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REVIEWING A SCIENTIFIC PAPER — ETIQUETTE FOR REFEREES —



The referee's job

- ▶ Quality control
- ▶ Check correctness
- ▶ Judge originality
- ▶ Judge importance
- ▶ Summarise for the editor
- ▶ Point out missing literature
- ▶ Gauge suitability for the journal
- ▶ Comment on language and readability

Who are the referees?

- ▶ Usually one or two experts
- ▶ Chosen by the editor
- ▶ Academics like you
- ▶ Volunteers
- ▶ Busy people
- ▶ Clever people
- ▶ People (sometimes biased, vain, annoying, incompetent etc.)

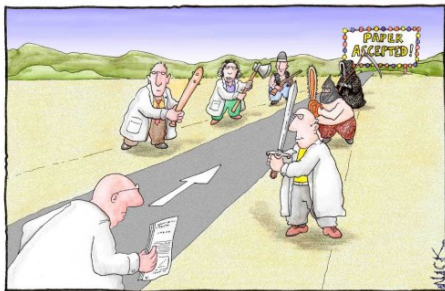
What does the referee get out of it

- ▶ Warm inner glow from doing their duty
- ▶ May learn something about
 - ▶ the subject
 - ▶ how to write papers
- ▶ Get news of discoveries earlier
- ▶ Kudos
 - ▶ Can put on CV which journals you've refereed for
 - ▶ Impress the editors

Pitfalls to avoid

- ▶ Stealing ideas
- ▶ Breaching confidentiality
- ▶ Revealing your identity
- ▶ Accepting something you aren't interested in or qualified for
- ▶ Taking too long
- ▶ Conflicts of interest
 - ▶ Personal
 - ▶ Professional
- ▶ Imposing your prejudices
- ▶ Writing the paper for them
- ▶ Becoming a co-author

How to deal with awkward reports



Most scientists regarded the new streamlined peer-review process as 'quite an improvement.'

- ▶ Let off steam
- ▶ Ask yourself why they said that
- ▶ Don't argue with the umpire
- ▶ Make all changes that you can stomach
- ▶ Justify not making other changes
- ▶ Realise if one person has misunderstood, others will
- ▶ Be polite

Do your referees a favour

- ▶ Structure your paper
- ▶ Make your motivation clear
- ▶ Write clear short sentences
- ▶ Introduce ideas in logical order
- ▶ Get feedback before submission
- ▶ If your English is weak, get assistance
- ▶ Beware ambiguity
- ▶ Proofread
- ▶ Proofread again!