

Mastering the Review Process: Writing of and Responding to Peer-Reviews

Course instructors

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Further instructors will be asked to join the course, and may do so based on availability and interest

Application procedure

Goal and target audience

Doctoral students and post-docs in business.

Application process

Please send an email to the above stated email address with a short registration request that includes your name and the title of your paper (see below). Registration deadline: 21.10.2020.

Structure and Content

The course (1) provides an overview of the peer-review process in international scientific journals in business (i.e., submission procedures and requirements, editorial decisions, hierarchies), (2) provides guidance regarding how to write constructive reviews (i.e., generic template for a review, review expectancies for different outlets and different publication stages, serving as a discussant), (3) helps students analyzing reviews they received for their papers (i.e., identifying and aggregating received comments etc.), (4) to respond to reviews (i.e., writing a response note).

The course provides practical examples from real peer review processes. The course starts with an introductory presentation by the instructor. Then, participants write peer reviews for the papers of other participants. After receiving reviews for their papers, students respond to the received reviews by writing response letters. Students will present their responses to the class.

Prerequisites

Formally, each participant requires one paper draft (very preliminary drafts are acceptable) that can be provided to other course participants. It is recommended to participate in this course if you wish to receive feedback on your own work, if you expect to be or are involved as a reviewer for journals and conferences, or if you are currently in the review process with a paper.

Course objectives

- Students understand the publication process in international scientific journals in business.
- Students learn to write a constructive scientific review for a scientific paper.
- Students acquire best practices in responding to reviews.
- Students learn to communicate their research.
- Students learn how to develop their research based on reviews.
- Students acquire the ability to analyze reviews they received for their papers.
- Students are equipped with templates for writing reviews and responding to reviews.

Preliminary schedule

Course will be held online via Zoom. Login details will be distributed after registration.

20.11.2020: Kick-off, administration, presentation by instructor (8.30-15.30)

18.12.2020: Presentation day 1 [reviews] (8.30-17.30)

15.01.2021: Presentation day 2 [responses] (8.30-17.30)

Minor changes in the schedule possible.

Core readings

Will be provided in the first session.

Assessment

Form of assessment: presentation

50% Presentation 1

50% Presentation 2

Participation in all sessions is mandatory. Participation requires thorough preparation.