

Mastering the Review Process:

Writing 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: 15.04.2021.

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) offers 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) equips participants with tools and information how to analyze reviews which they received on their papers (i.e., identifying and aggregating received comments etc.),
- (4) prepares participants with tools and information on how 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. The remainder of the course is based on a peer-review among participants. More specifically, participants write a peer review for the paper of one other participant. After receiving the review for their paper, participants write a response note. Participants will present their response note to the class.

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.

Prerequisites

Formally, each participant requires one written paper draft (working paper). This paper will be reviewed by one other course participant.

The course is limited to 15 participants (first come, first served).

Course objectives

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

Schedule

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

22.04.2021: Kick-off, administration, presentation by instructor (8.30-15.30)

21.05.2021: Presentation day 1 (8.30-17.30)

25.06.2021: Presentation day 2 (8.30-17.30)

Core readings

Will be provided in the first session.

Assessment

Form of assessment: presentation

100% Presentation

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