PEER REVIEW MATTERS

Peer review:
• Helps separate objective fact from opinion
• Assesses originality, correctness, and importance
• Provides constructive feedback to authors
• Helps ensure the availability of high quality, original research
• Is part of the scholarly communication process

Peer review is beneficial to:
• Authors
• Reviewers
• Journals and publishers
• The community

PEER REVIEW CHECKLIST

DO:

- Review journal criteria
- Summarize main points
- Assess appropriateness and significance
- Assess technical quality and reproducibility
- Assess presentation
- Look out for ethical issues
- Ensure comments for authors align with your recommendation to the editor
- Proofread your review

DON’T:

- Use harsh or insulting language
- Copyedit manuscripts
- Perform a full review if manuscript is not publishable
- Share confidential details about the review
- Make a recommendation without justification
- Cause unnecessary delays

BECOMING A REVIEWER

Who?
• Graduate students, post-docs, early-career researchers, senior-level researchers, technical managers...
• Anyone who conducts relevant research and publishes in the technical literature

How?
• Create an account in Prism
• Ensure your expertise keywords and contact information are up to date
• Ask your supervisor to involve you when they review a paper so that they can guide you through the process
• Make connections: publish, network, contact the editor who handles papers in your area

Before accepting an invitation to review:
• Confirm that you have appropriate expertise
• Consider any conflicts of interest
• Ensure that you have time

REVIEWING WELL

A good report is:
• Succinct but thorough
• Constructive
• Organized and specific
• Supported and actionable

For more information, or to become a certified reviewer, visit opg.optica.org/reviewer