

如何进行高质量的同行评议

Being an effective peer reviewer



我们是谁？

- Taylor & Francis , 起源于1798年, 历史悠久的全球学术出版商

期刊编辑部>同行评议合作部门

期刊编辑部 VS 期刊编辑？

220+

超过220年历史

7,000+

每年出版图书数量

118,000+

每年发表文章

52%

人文社科

2,000+

全球超过2000名
员工

130,000+

累计出版图书总量

2,700+

期刊种类数量

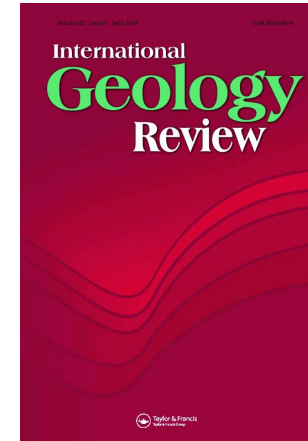
48%

科学技术与医学



Taylor & Francis journals in Earth & Environmental Science

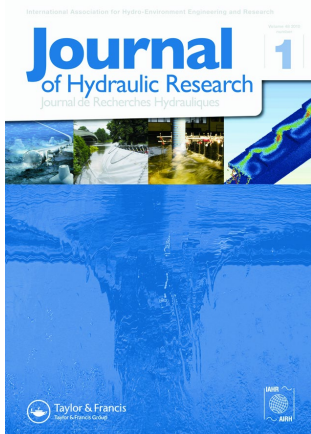
- **115** journals in Earth & Environmental Science*
- **86** indexed by SCI and SCIE
- **32** in Q1 and Q2



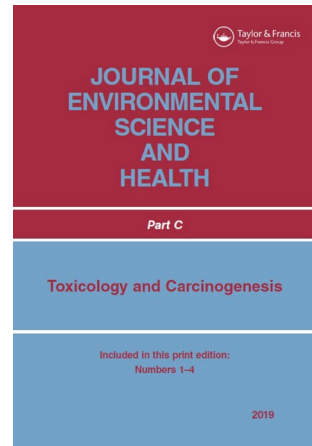
2018 IF: 3.00(Q1)
6/47 GEOLOGY



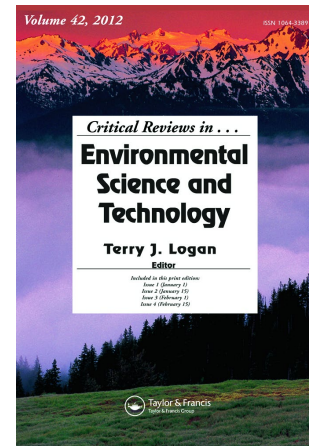
2018 IF: 2.18 (Q2)
39/91 WATER RESOURCES



2018 IF: 2.974 (Q1)
19/91 WATER RESOURCES
25/132 ENGINEERING, CIVIL



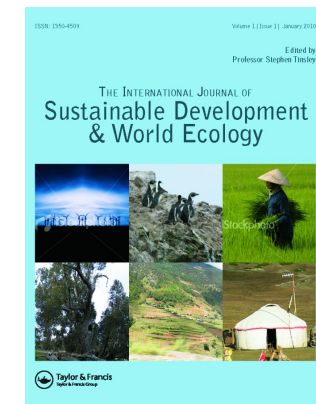
2018 IF: 3.517 (Q2)
74/251 ENVIRONMENTAL SCIENCES
25/93 TOXICOLOGY
87/230 ONCOLOGY



2018 IF: 5.98 (Q1)
21/251 ENVIRONMENTAL SCIENCES



2018 IF: 2.469 (Q1)
47/116 ENVIRONMENTAL STUDIES
17/88 COMMUNICATION



2018 IF: 2.811(Q2)
18/35 GREEN & SUSTAINABLE
SCIENCE & TECHNOLOGY S, 55/165
ECOLOGY



同行评议的概述、认证及实践

主讲人：杨佳

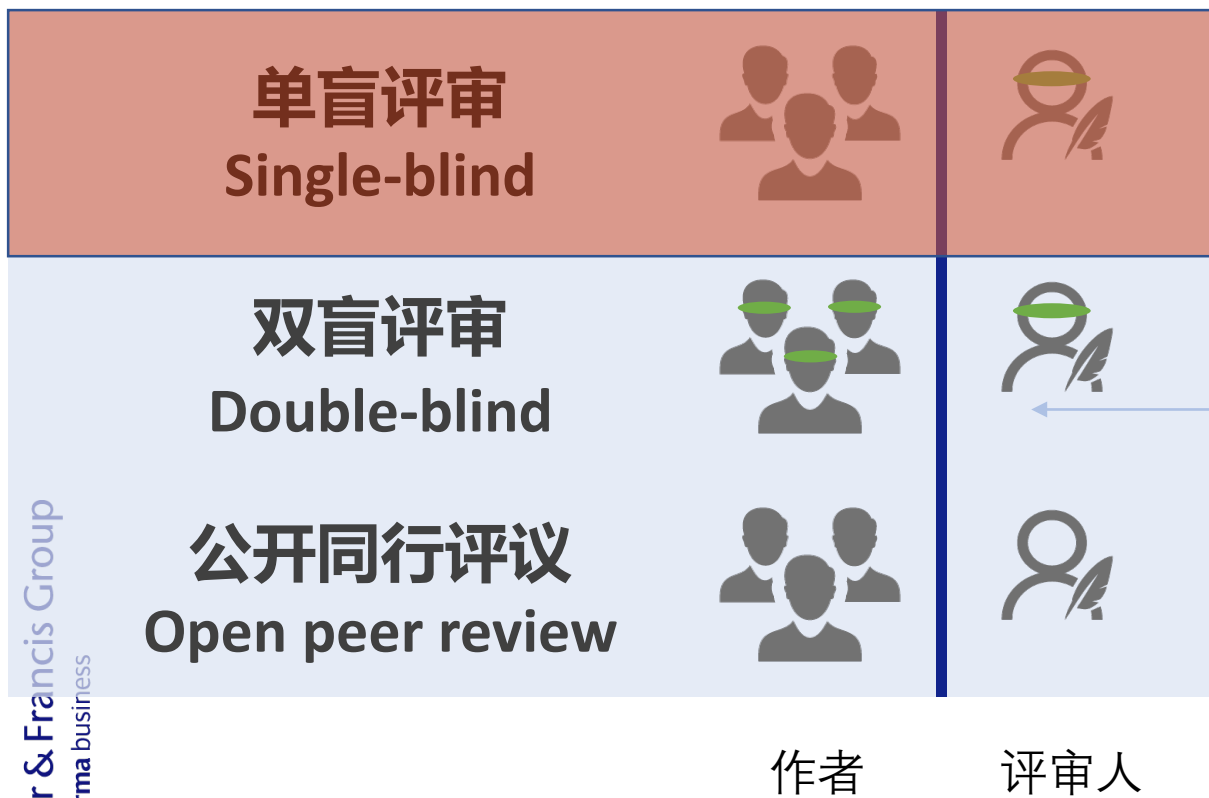


高效评审的十点建议

主讲人：张冰

同行评议的流程

Peer Review Process



评审人的重要性 Importance of reviewers

为作者提供 Give authors

- 详细富有建设性的反馈意见
Detailed feedback
- 指明文献错漏
Highlights any errors or gaps in literature
- 有助于作者改进文章，使其适合期刊读者
Assists with making the manuscript more applicable to the journal readership

为编辑提供 Give editors

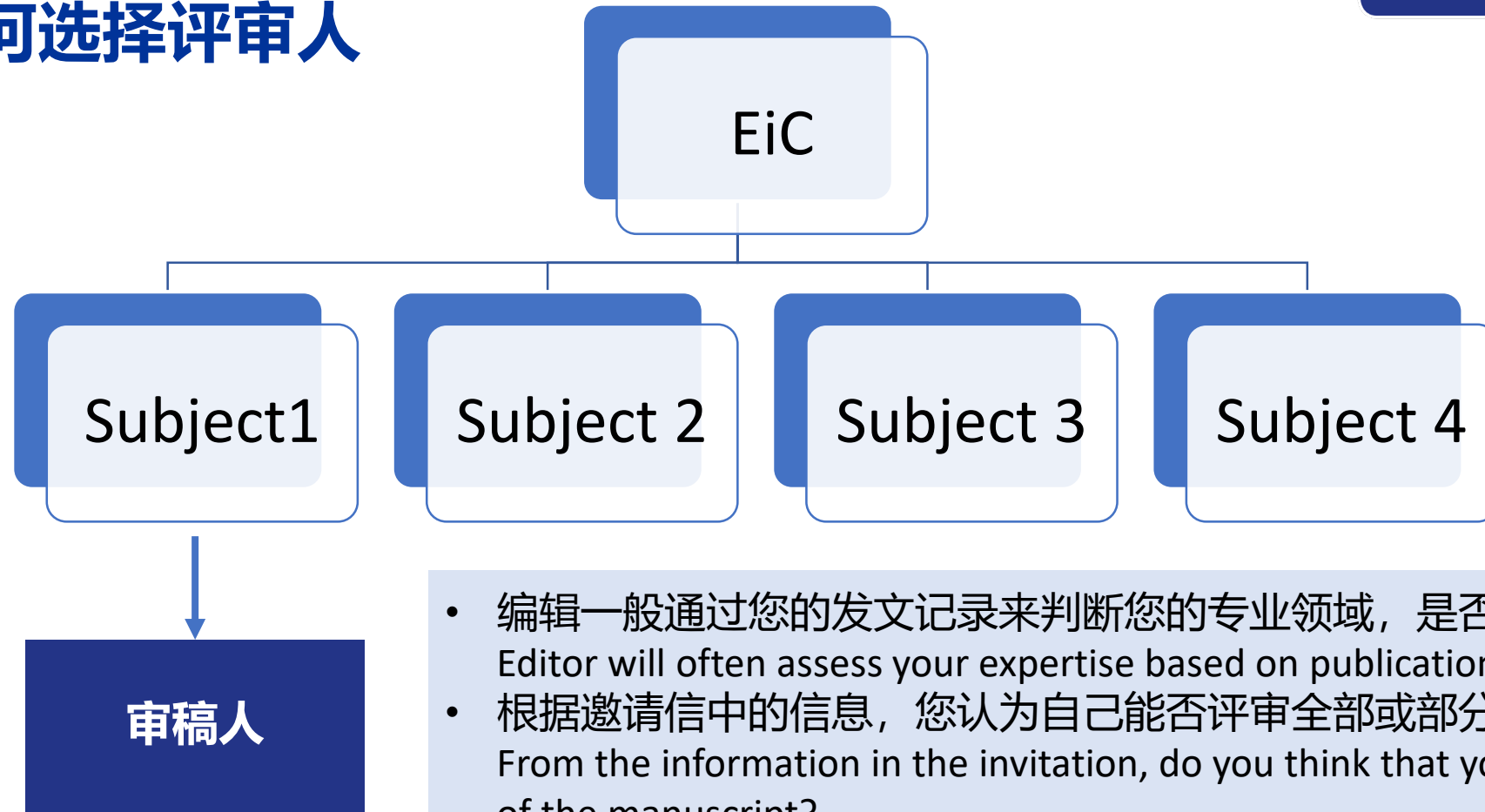
- 专业意见，总结文章的科学价值、原创性和结论的可靠性
Summarized information on scientific merit, originality, and validity of results
- 协助编辑评估文章是否适合这个期刊
Allow editors to assess the suitability of manuscript for publication in the journal

为读者提供 Give readers

- 严谨可信的论文
Trusted scientific integrity of the article
- 确保实验方法描述详尽，使读者能判断实验设计的科学价值，并在需要时重现
Ensuring adequately detailed methods to allow readers to judge the scientific merit of the study design and be able to replicate the study



如何选择评审人



- 编辑一般通过您的发文记录来判断您的专业领域，是否与实际情况有出入？
Editor will often assess your expertise based on publications – did they get it right?
- 根据邀请信中的信息，您认为自己能否评审全部或部分文章？
From the information in the invitation, do you think that you can assess all or part of the manuscript?
- 编辑可能会要求评审人专注于文章某些特定部分的内容，他们对您是否有这方面的要求？您能否提供相应视角？
The Editor may ask reviewers to cover different parts of the article, have they asked you for anything specific and can you provide that view?

是否接受当评审人

专业领域 Expertise

- 编辑一般通过您的发文记录来判断您的专业领域，是否与实际情况有出入？
Editor will often assess your expertise based on publications – did they get it right?
- 根据邀请信中的信息，您认为自己能否评审全部或部分文章？
From the information in the invitation, do you think that you can assess all or part of the manuscript?
- 编辑可能会要求评审人专注于文章某些特定部分的内容，他们对您是否有这方面的要求？您能否提供相应视角？
The Editor may ask reviewers to cover different parts of the article, have they asked you for anything specific and can you provide that view?

其他问题 Other considerations

- 您是否有足够时间进行评审（可能有第二轮评审）？
Do you have the time to do the review and maybe a re-review?
- 您对期刊是否了解？对期刊采用的同行评议机制是否满意？
Do you know the journal and are you happy with the peer review process that they use?
- 是否存在任何可能影响您评审意见的偏见或利益冲突？
Are there any possible biases or conflicts of interest which could affect your report?

完成评审需要多少时间?

How long should you expect a review to take?

按时完成对整个同行评议过程至关重要
Meeting the deadline is essential for the whole
peer review progress

您需要考虑:

What you should consider:

- 进行全面深入评审的时间
Time commitment to do a thorough review
- 第二轮评审的时间——您可能会被要求对修改后的文章进行第二轮评审
Commitment to re-review future versions - if the authors revise to address your comments, the Editor may want further advice from you

5 hrs

Median hours spent
writing each review in 2016

<https://publons.com/static/Publons-Global-State-Of-Peer-Review-2018.pdf>



当您收到评审邀请时

When you receive an invitation letter

可以提问，可以说“不”

OK to ask questions and OK to say no

- 快速的拒绝好过一份对期刊编辑毫无帮助的评审报告

The Editor would rather have a quick decline than a report which does not help them make a decision

- 让编辑知道您拒绝的原因，如果是因为专业不合—请告知编辑适合您的专业领域

Let the journal know the reason why you declined and send them some keywords to help get your subject area right next time

- 如果回复时间冲突等问题无法评审，编辑会认为专业领域是正确的，只是您目前没有时间进行评审

If you say ‘unavailable’ this indicates to the journal that they assessed your expertise correctly, but you don’t have time now



TOPIC 1: 同行评审的道德规范

Ethics in peer review



评审人的不当行为

Reviewer misconduct

主要在于评审人**滥用**特权

Relates primarily to **abuses** of privileged position

- 未能披露竞争或利益冲突
Failure to disclose competing or conflicting interests
- 未经许可泄露保密信息
Disclosure of confidential information without permission
- 抄袭作者的想法或成果
Plagiarism of authors' ideas or results
- 故意拖延
Deliberate delay (e.g. to allow their own or another publication to be published first)
- 对作者进行人身攻击，而不是对工作本身进行评估
Making personal attacks on the author rather than providing assessment of the work itself
- 要求作者引用评审人自己与研究内容无关的文章（引文操纵行为）
Asking the authors to cite the reviewers' own work unnecessarily (citation manipulation)

C O P E

评审过程严格保密

Keep the peer review process confidential

文章送审本身是**特殊的交流**，应**严格保密**

Manuscript submitted for peer-review is a **privileged** communication that should be **treated in confidence**

- 保密原则涉及关于文章方方面面，包括：
Applies to all components of the manuscript, including:
标题，摘要，作者信息，正文，图表，辅助信息，与期刊编辑的沟通，甚至您提交给期刊的评审报告
Title; abstract; author info; the text; figures; supporting information; communication with the editors; and even the review report you submit to the journal
- 保密不是从您阅读文章时才开始，而是始于您收到评审邀请那一刻
Expectation of confidentiality does not begin once you read the manuscript, but rather with the invitation to review
- 保密也不在文章被拒绝时或发表后中止
It does not end when a manuscript is rejected, or even if it is ultimately published

评审过程严格保密

Keep the peer review process confidential

如下情况，评审人可能希望共同评议：

You may want to work together with a co-reviewer:

- 寻求某个方面的意见（如数据分析等）
Seeking advice on a specific point (e.g. statistics)
- 与资深同事或新人合作
Working with a more senior/ junior colleague
- 对学生进行评审训练或指导
Peer review training and mentoring of students

透明化

Be transparent

- 共同评议
Co-reviewing is different from ghostwriting
- 编辑需要确认合作评审人是否合适，是否有利益冲突
The journal may need to ensure that the co-reviewer you recommended does not have a conflict of interest and has the expertise to review the manuscript
- 如果您被邀请参与共同评议，您应当得到署名机会并积累名声
If you are asked to co-review, you should also receive professional credit of your work



共同评议?
Co-reviewing?

共同评议前，评审人必须先
获得**编辑的许可**

Obtain **permission from the editor** before sharing the reviewing responsibilities

揭露利益冲突

Are there any potential conflicts of interest?

评审中的**利益冲突**是指您与文章作者、观点或基金组织的、任何可能影响**公正评审**的关系

Conflicts of interest are connections to an author, idea, or funding organization that could **interfere with your ability to be objective**

关系密切的朋友、合作研究人员或同机构研究人员的文章

Manuscripts authored by close friends, current collaborators, or people in your department

竞争关系团队的文章，或与作者有个人恩怨

Manuscripts authored by your rivals, or you have unresolved negative interactions with

CONFLICT
OF
INTEREST

可能对您的职业或经济上造成正面或负面影响的 文章

Manuscripts that may affect you professionally or financially - positively or negatively - if the work were published

与您学术观点相反的文章

If you strongly disagree with the idea



同行评议是否有探查学术造假和不端的责任？

Should peer review detect fraud and misconduct?

- 揭露学术不端不是同行评议的首要目的
Peer review is not primarily to detect misconduct
- 但评审人在评审过程中对内容的密切关注，极有可能发现其他人遗漏的问题
But peer reviewers are looking closely at the article and may see things that others have missed

Most important peer review outcomes in an *ideal world**

- ▲ Improving quality
- Checking methodology
- Provide polite feedback
- Highlight omissions
- Suggest changes to improve readability
- Determine the importance of findings

*Each had a mean score above 8.

Taylor & Francis Author Survey, 2015

“同行评议既不旨在揭露学术造假或其他形式的学术不端，也不是最有效的探查手段。”

“Peer review is not intended for, and is not an efficient or effective means for, the detection of deliberate research fraud, or indeed other forms of misconduct.”

Mark Ware, [Peer Review: An Introduction and Guide](#)




TOPIC 2: 认证您的评审工作





Recognize your efforts as a reviewer

同行评议认证 Credit for review: Publons

- 记录评审人的审稿工作
Reviewers add that they have reviewed for a journal to their record
- 认证评审人的审稿记录
Validated reviewer history
- 确保评审工作的保密性
Keeps the detail of the review process confidential

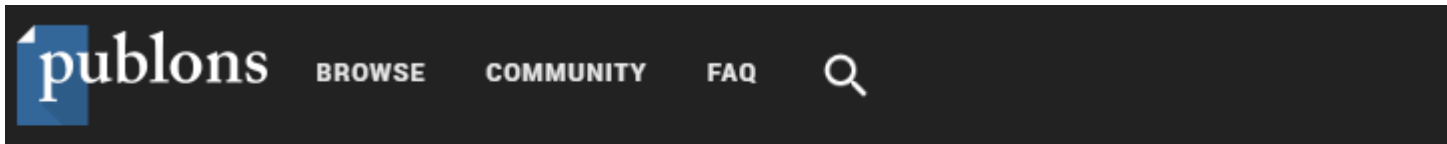
publons BROWSE COMMUNITY FAQ  LOG IN REGISTER WEB OF SCIENCE

Home ▸ Researchers

#	RESEARCHERS	INSTITUTION	# PUBLICATIONS	# VERIFIED REVIEWS	# REVIEWS LAST 12 MONTHS	# VERIFIED EDITOR RECORDS
1	 Alessandro Venditti	Sapienza University of Rome	71	1,081	789	-
2	 Emeka Nkenke	Medizinische Universität Wien	250	937	628	330
3	 Jonas Ranstam	Lund University	269	5,277	621	-
4	 Lingxin Chen	Chinese Academy of Sciences	244	2,232	610	1

让您的个人资料更加醒目

Making your profile more visible



ORCID

Connecting Research
and Researchers

保持您主页上的信息更新状态
Keep any information on
institution website up to date

DISTINGUISH YOURSELF IN THREE EASY STEPS

ORCID provides a persistent digital identifier that distinguishes you from every other researcher and, through integration in key research workflows such as manuscript and grant submission, supports automated linkages between you and your professional activities ensuring that your work is recognized. [Find out more](#)

1

REGISTER Get your unique ORCID identifier [Register now!](#)
Registration takes 30 seconds.

2

ADD YOUR INFO Enhance your ORCID record with your professional information and link to your other identifiers (such as Scopus or ResearcherID or LinkedIn).

3

USE YOUR ORCID ID Include your ORCID identifier on your Webpage, when you submit publications, apply for grants, and in any research workflow to ensure you get credit for your work.

T&F 对同行评议的认可

Recognition for review in T&F

- In T&F, 感谢评审人的贡献:

Journals want to thank reviewers for their contribution:

- 评审人证书 (可申领) Certificates (often on request)
- 期刊上刊登对评审人的致谢
Published acknowledgements of all reviewers
- 期刊的访问权限 Access to journals
- 购书折扣 Discounts on books or content
- 表彰优秀评审人 Prizes for top reviewers

我们还在积极探索新的方式奖励评审人的贡献
Also other approaches to recognising contributions



TOPIC 3: 获得评审经验

Getting experience as a reviewer



作为评审人的收获

Benefits of being a peer reviewer

学术发展
Develop
career

积累评审经验, 提高写作技巧
Experience review
process and enhance
writing skills

成为专家
Be recognised as an
expert

建立联系
Build
connections

与全球的期刊编辑建立联系
Connect with journal
editors globally

在全球学术界树立威望
Impact the global
research community

评审其他学者的文章有助于您了解自己的文章将被如何评估
Reviewing others researcher's work helps you consider what
reviewers would be looking for in your work

同行评审与国际期刊任职

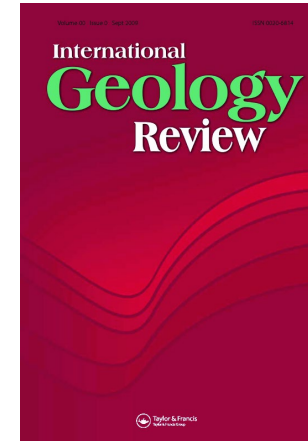
Peer Review & Editorial Career Path



Peer review experience is one of the most important factor to choose journal boards and editors

Taylor & Francis journals in Earth & Environmental Science

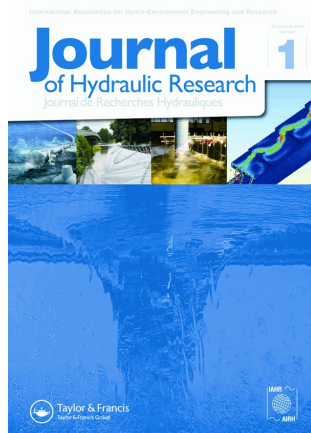
- **115** journals in Earth & Environmental Science*
- **86** indexed by SCI and SCIE
- **32** in Q1 and Q2



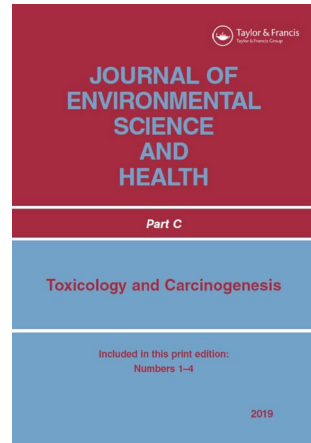
2018 IF: 3.00(Q1)
6/47 GEOLOGY



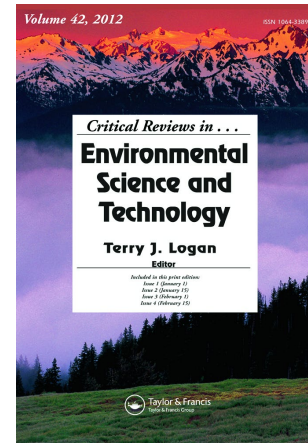
2018 IF: 2.18 (Q2)
39/91 WATER RESOURCES



2018 IF: 2.974 (Q1)
19/91 WATER RESOURCES
25/132 ENGINEERING, CIVIL



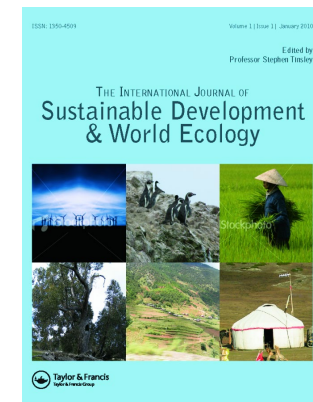
2018 IF: 3.517 (Q2)
74/251 ENVIRONMENTAL SCIENCES
25/93 TOXICOLOGY
87/230 ONCOLOGY



2018 IF: 5.98 (Q1)
21/251 ENVIRONMENTAL SCIENCES

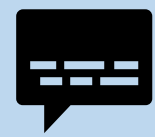


2018 IF: 2.469 (Q1)
47/116 ENVIRONMENTAL STUDIES
17/88 COMMUNICATION



2018 IF: 2.811(Q2)
18/35 GREEN & SUSTAINABLE
SCIENCE & TECHNOLOGY S, 55/165
ECOLOGY

T&F Reviewer Training Program



Take Survey



Choose
Journals



Invited as
Reviewer



Get
Feedback



Get
Certification



高效评审的十点建议

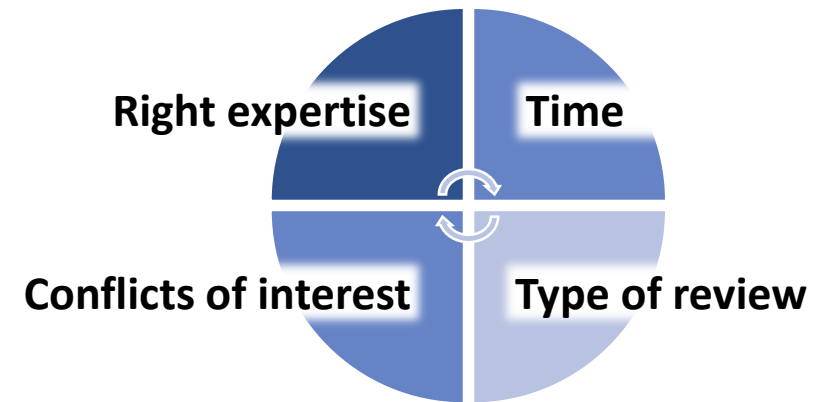
10 tips for being an effective peer reviewer



1 收到评审邀请时可以说“不”

It is ok to say 'no' to an invitation

- **接受 Accept**
- **拒绝 - 指明原因 Decline - Indicate the reason**
 - 表明利益冲突
Declare conflicts of interest if any
 - 提供准确的研究关键词,
Give keywords to make sure journal editor knows your expertise
 - 推荐其他评审人 (请勿自行邀请)
Suggest replacement reviewers if you are able (*DO NOT contact potential reviewers*)
- **暂时无法评审 Unavailable**
 - 沟通可能的评审时间
Specify when you will be available
 - 期刊编辑可能延长您的评审截止时间
Editors may get back to you with an extended deadline



快速的拒绝好过一份对期刊编辑毫无帮助的评审报告

The Editor would rather have a quick decline than a report which does not help them make a decision

2 从了解文章全局开始评估

2 Start by getting an overview of the article

1. 了解文章走向

Get an idea of the direction that the paper is going

- 摘要 Abstract
- 方法和图表 Methods and figures
- 结论 Conclusions

2. 通读

Read through beginning to end

- 从**四个维度**对文章有整体印象
Based on **4 dimensions**, have an overall picture about paper
- 阅读的同时做记录
Make brief notes if needed

只有对文章的整体情况有了了解之后，才应该从头开始对每个章节逐一地进行具体的评价

Once you have an overview go back to the beginning and work through section by section for your detailed assessment

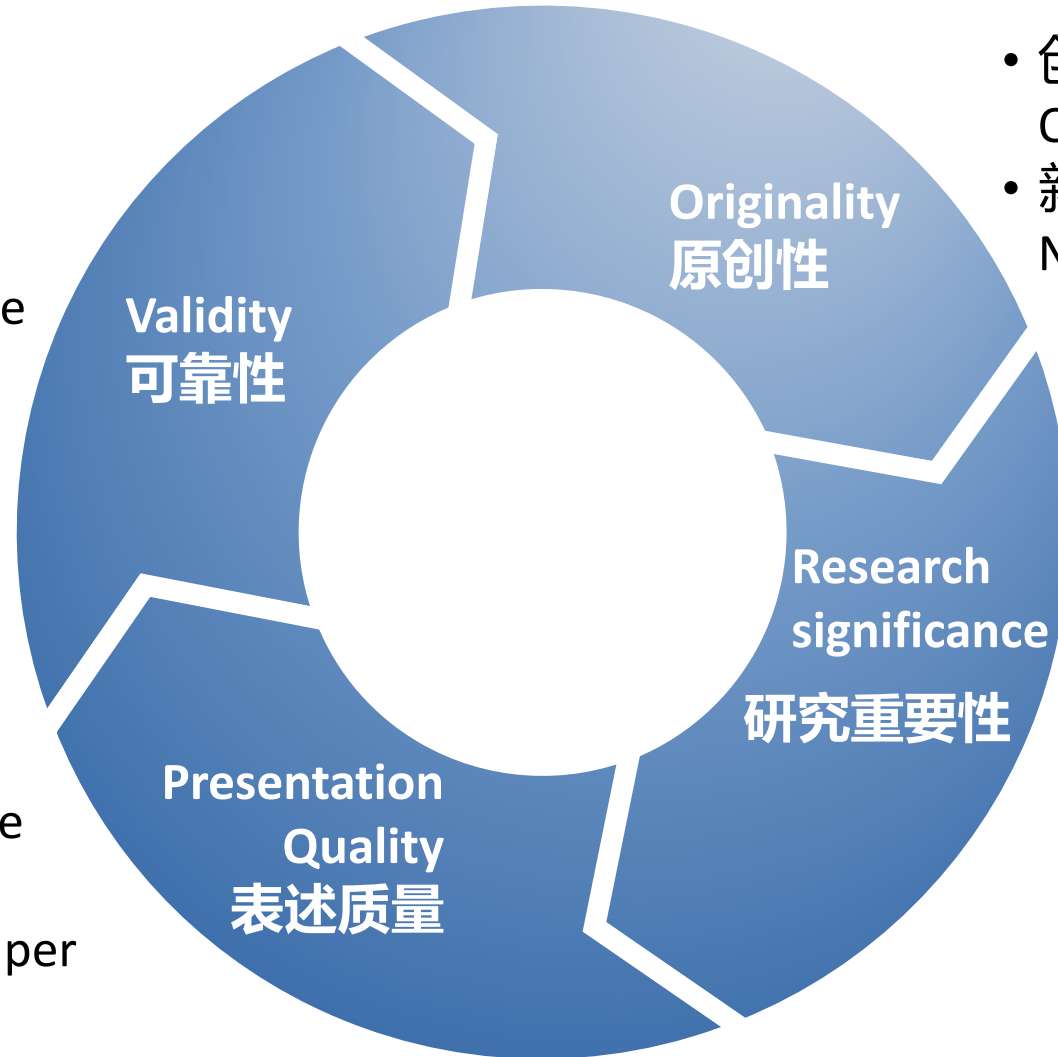


评审的四个维度

4 dimensions of peer review

- 研究的合理性
Soundness of study
- 结论的准确性
Appropriateness of the conclusions
- 学术伦理
Research ethics

- 语言表达的质量
Quality of language
- 文章的风格
The style of the paper

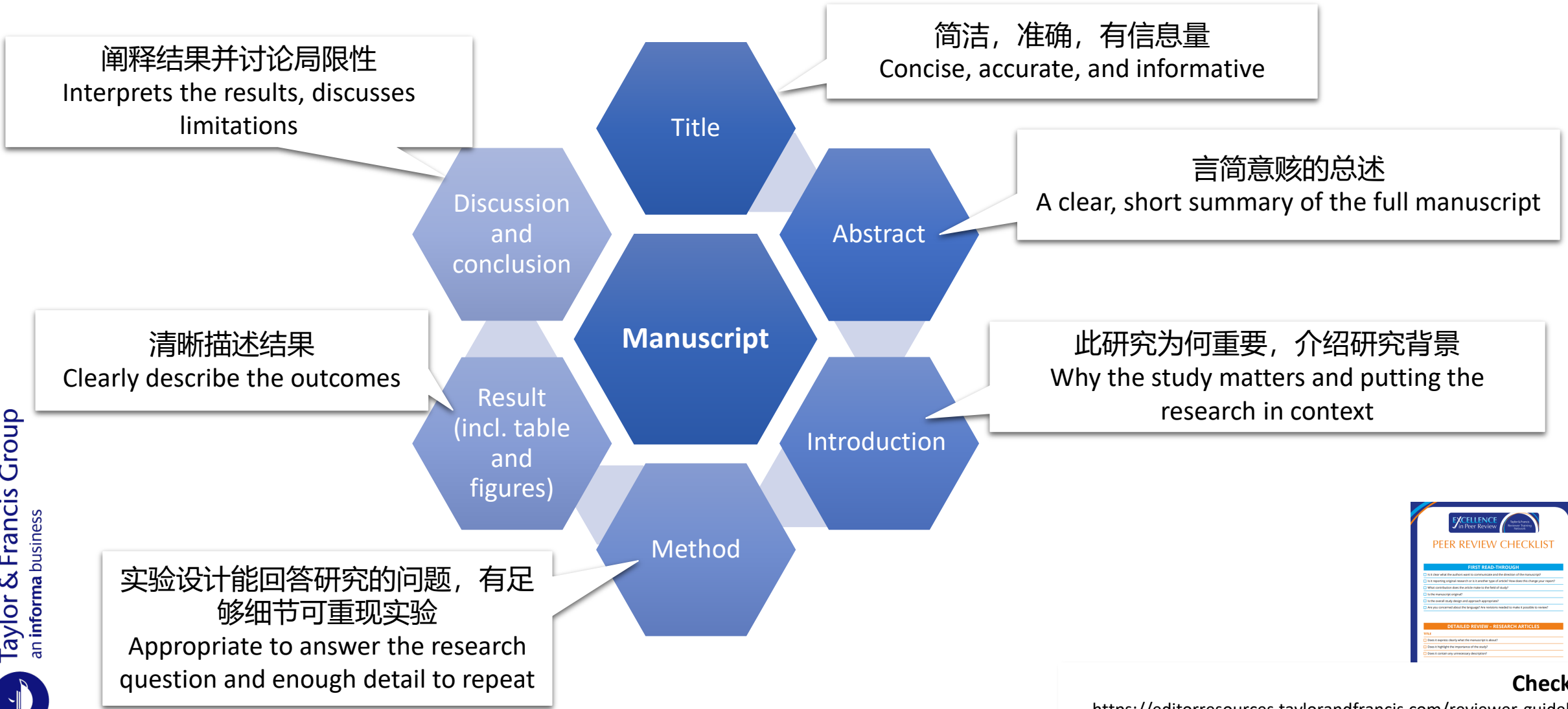


- 创新性
Original contribution
- 新颖性
Novelty

- 对现有研究的贡献
Contribution to current knowledge
- 意义和重要性
Interest and importance

3 结合每一章节的评价标准来评估

3 Consider what is required from each section of the article



4 重视方法部分的评估

4 Pay particular attention to the methods

- 是不是能回答研究的问题，是不是可重现的
Need to be suitable to answer the question and repeatable
- 公正客观的评价
Consider the methods impartially

研究人员邀请75位评审人对方法完全相同，但结果不同的文章进行评审*：

Researchers gave articles with the same methodology and different outcomes given to 75 reviewers*：

- 如果结果是负面的，评审人更容易发现方法上的错误
More likely to notice errors in methodology if the results were negative
- 评审人更倾向于符合他们理论偏好的结果
More positive about results which matched their theoretical preference

Mahoney, M.J. Cogn Ther Res (1977) 1: 161 <https://doi.org/10.1007/BF01173636>

- Are the study design and methods appropriate for the research question?
- Is there enough detail to repeat the experiments?
- Is there any potential bias in the sample or in the recruitment of participants?
- Is the time-frame of the study sufficient to see outcomes?
- Are the correct controls/ validation included?
- Has any randomization been done correctly?
- Is there sufficient power and appropriate statistics?
- Do you have any ethical concerns?
- ...



5 不要忽略图表及补充信息部分

5 Look carefully at the tables and figures, including the supplementary data

- 图表中的数据是否**准确清晰**的呈现?
Is the data presented **clearly and accurately** in the figures and tables?
- 图表中的表述是否与正文**一致**?
Is the presentation of tables and figures **consistent** with the description in text?
- 图例和表格标题是否内容详尽，可以不依靠正文**独立成段**?
Are the figure legends and table headings detailed enough to **stand alone** from the text?
- 是否有任何**数据造假**方面的担忧?
Do you have any concerns about the **manipulation of data**?
- 数据结果是否被**合理**分配在正文和补充信息中?
Are the data **properly** partitioned between the manuscript and the supporting information?



6 用总述做为评审报告的开篇

6 Start your report with a summary

总述是评审报告最重要的部分，即可以帮助您专注于文章的主要观点，也能显示出您已阅读并理解文章内容

An overview of the research helps to focus your report and shows the Editor and authors that you have understood the work



- 有力而清晰地描述文章概要
What the manuscript is about
- 关键发现和结论
The key findings and conclusions
- 科学价值和意义
The contribution of the manuscript
- 优缺点
The strengths and weakness

7 在评审报告中区别主要问题和次要问题

Make it clear which comments are essential

主要问题 Major issues

出版前必须解决的基本问题

The essential points the authors need to address before the manuscript can proceed

- 实验设计问题
Problems with study design
- 数据和分析问题
Improper data and analysis
- 实验操作准则问题
Experiments not following best practice
- 文章整体可读性方面的问题
Overall readability and understandability

次要问题 Minor issues

重要但不影响整体结论

Still important but will not affect the overall conclusions

- 引用文献缺漏
Missing references
- 澄清技术细节
Technical clarifications
- 图表标注不清晰
Unclear labelling of figures and tables
- 表述有待改进
Improvable description
- 拼写、语法问题
spelling, grammar and phrasing issues



8 评审报告的意见要具体

Be specific

具体详细的陈述，有助于作者回应您的评审意见

Being **specific** will help the authors address your comments

- 提出意见时应指明对应章节，并列**出页号和行号**

Use **page and line numbers** to clearly indicate required changes in the text

- 为您的意见**编号**，便于作者逐一回应您的意见

Number your comments to make it easier to respond point-by-point

- 意见应**具体明确**的指出如何改进

Be **clear** about exactly what the authors should change

- 检查评审报告中是否有**语法或者拼写错误**

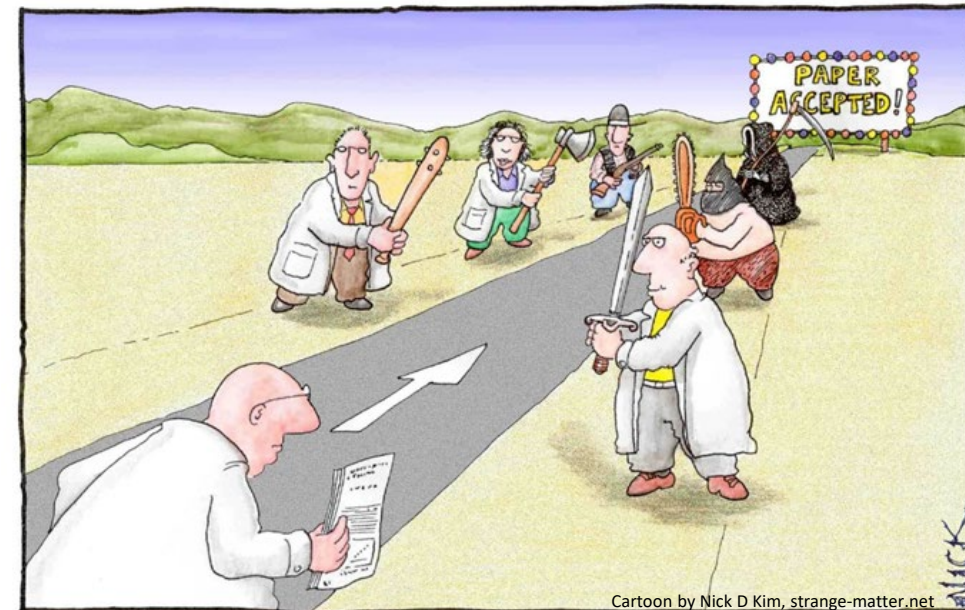
Check your own spelling and grammar for clarity



9 从作者的角度考虑如何评审

Review as you would want to be reviewed

- 评审报告保持**礼貌**的语气
Be **polite** in your comments
- 从收到评审邀请信开始，对同行评议过程**严格保密**
Keep the review process **completely confidential** – from the moment you get the invitation
- **中立**的评价作者已经做的研究的内容，而不是您希望作者完成什么
Neutrally assess the research which is there
– not what you wish the authors had done
- 避免**潜在偏见**
Consider your own **potential biases**



评审报告应对作者和编辑都有帮助

The report should be helpful for the authors and the editor

给作者可靠的意见

Valid comments for authors

建设性的
Constructive

清晰具体
Clear and specific

全面深入
Thorough and
comprehensive

公正客观
Fair and objective

给编辑清晰的建议

Clear recommendation to the editor

10 任何情况都可以联系期刊编辑

Contact the journal or Editor if you have any questions or problems

有如下问题时，您可以联系编辑：

Contact the journal:

- 有任何对**作者不当行为**的担忧（抄袭，图像造假，违反道德规范的操作等）
Concerned about an **ethical problem** (plagiarism, image manipulation, unethical research practice)
- 有关于**评审过程**的疑问
Questions about the **review**
- 需要**延期**提交报告
If you will be **delayed** in returning your report
- 没有评议系统或查看文章的**权限**
If you cannot **access** the required systems or article

期刊编辑乐于听到您的声音并
帮助您解决问题
Journals would rather hear from
you and help solve a problem

高效评审的十点建议

10 tips for being an effective reviewer

1. 收到评审邀请时可以说“不”
It is ok to say 'no' to an invitation
2. 从了解文章全局开始评估
Start by getting an overview of the article
3. 结合每一章节的评价标准来评估
Consider what is required from each section of the article
4. 重视方法部分的评估
Pay particular attention to the methods
5. 不要忽略图表及补充信息部分
Look carefully at the tables and figures, including the supplementary data
6. 用总述做为评审报告的开篇
Start your report with a summary
7. 在评审报告中区别主要问题和次要问题
Make it clear which comments are essential
8. 评审报告的意见要具体
Be specific
9. 从作者的角度考虑如何评审
Review as you would want to be reviewed
10. 任何情况都可以联系期刊编辑
Contact the journal or Editor if you have any questions or problems

