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

This version: 2023-1

Course instructors

Name: **Prof. Dr. Jens Foerderer**
Room: L230, Heilbronn Campus
Tel.: +49 7131 264 18 802
Mail: office.cdt@wi.tum.de
Web: https://www.wi.tum.de/prof-dr-foerderer

Application procedure

Goal and target audience

The course will be held online via Zoom.

The course is offered for doctoral candidates and post-docs in business.

Each participant requires a working paper for participation, which will be peer-reviewed by another course participant.

FAQ: Which paper should I submit for the course?
- You should be **interested in developing** your paper. This is given if your paper is part of you dissertation, or if you intend to publish it in a scientific journal or in the proceedings of a conference.
- **All types of papers** are welcome – including literature reviews, theoretical papers, and empirical papers.
- It is not necessary to submit a fully complete paper. Nevertheless, it must be **at least 5,000 words** long. Empirical papers must at least report some (early) findings.
- There are **no formatting requirements** for the working paper.
- It is **not possible** to submit your paper **after the first course day**. This is because your paper will be distributed on the first course day for peer-review.

Application process

Please send an e-mail to the above email address with a short registration request that includes your name and the title of your paper (see Assessment).

Application deadline: April 12, 2023

Course aims

What this course is

The course provides an **overview of the peer-review process** in international scientific journals in

business (i.e., submission procedures and requirements, editorial decisions, hierarchies). It 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) and equips participants with **tools and information how to analyze reviews** which they received on their papers (i.e., identifying and aggregating received comments etc.). Finally, the course prepares participants with tools and information on **how to respond to reviews** (i.e., writing a response note). We will talk about strategies for answering reviewer comments, setting priorities, and getting into a constructive mindset. Various real-life examples illustrate the topics.

What this course is not
The course does not address specific discipline-specific requirements for publication but provides hands-on insights and experiences about the reviewing process in top-tier journals in business.

Course objectives
Knowledge Objectives
After the course, participants **understand the basic concepts** of the publication process in international scientific journals in business. They will understand general concerns that reviewers might have as well as the **steps to follow** in order to develop papers based on reviews. This also includes strategies on how to respond to reviews.

Skills Objectives
Participants get to know how to **write a constructive review** for a scientific paper and acquire best practices in **responding to reviews**. Further, they acquire the ability to **analyze reviews** they received for their papers. To support the participants in doing so, they are equipped with templates for writing and responding to reviews.

Learning Objectives
Participants learn **how scientific work is evaluated** by reviewing others' papers and getting feedback on the own work. Based on these insights participants learn how to **communicate their research** and how to **develop research** based on reviews. In addition, participants will get to know how to **interpret reviews** and how to react to them. This helps the participants in improving their papers and contribute to cutting-edge research.

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

20.4.2023: Course administration, presentation by instructor on writing reviews (09:00-15.00)
17.5.2023: Q&A, presentation by instructor on responding to reviews (13:00-16.00)

Two presentation days in June (dates will be coordinated with the participants).

Core readings
Agarwal, R. (2013). Editorial Notes: On the Ethics of Peer Review. *Information Systems Research*, 24(1).
Foerderer, J., Kude, T., Schuetz, S.W., Heinzl, A. (2019): Knowledge Boundaries in Enterprise Software Platform Development: Antecedents and Consequences for Platform Governance. *Information Systems Journal*, 29(1).
Foerderer, J., Kude, T., Mithas, S., Heinzl, A. (2018): Does Platform Owner's Entry Crowd Out Innovation? Evidence from Google Photos. *Information Systems Research*, 29(2)
Lee, A. S. (1995). Reviewing A Manuscript For Publication. *Journal of Operations Management*, 13(1).
Rai, A. (2016). Editor's Comments: Writing A Virtuous Review. *MIS Quarterly*, 40(3).

Venkatesh, V. (2011). Road To Success: A Guide For Doctoral Students And Junior Faculty Members In The Behavioral And Social Sciences.

Course procedures

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 <u>one</u> other participant (2-3 pages). After receiving the review for their paper, participants **present** their response to the review to the class (20 mins presentation, 10 mins discussion).

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.

Further details will be provided in the first session.

Assessment

The course is assessed 100 % through the final presentation.

Participation in all sessions is mandatory.

Workload

3 ECTS (21 hours lectures, 90 hours total workload)