

Peer Review Masters students

April 28th, 2026

Today

- Groups of 3 = 3 rounds
- Everyone reads same manuscript (30-35 mins)
 - Post it notes
 - Colored pens
 - Guide reviewers to parts you want more help with
- Give feedback (20-25 mins)

Read manuscript (30-35 min)

First reading

- Flip through the text for structure
- What is the text about?
 - Can you write 1 sentence on a post it note?
- Checklist
 - Title
 - Abstract
 - Introduction
 - Figures
 - Cross references
 - Citations
 - Notation
 - Reference list

Second reading

- Write one sentence or keywords summing up the contents of each section/subsection
- Note where you need more (or less) help as a reader
 - Text
 - Layout
- Mark obvious mistakes with a pen
 - Typos
 - Punctuation
 - Notation
 - Consistency

You will read your own draft too!

Feedback on manuscript (20-25 min)

First

- What is the text about?
 - Compare post it notes
 - Summarise the text in your own words
- Is there anything on the checklist that needs work?

Second

- Discuss sentences in the margin
 - Do you agree?
 - Storytelling?
 - Structure differently?
- Give two stars and a wish

Guidelines for feedback

- Show gratitude
 - For feedback and sharing of drafts
- Acknowledge impact over intent
- Be constructive
- Listen mindfully
 - Don't prepare your response/defence while one is sharing
- Move up/step back
 - Give/take space for all to share opinions equitably
- Be aware of your ego
- Respect above all!

More tips for peer/self-review

- Wiley's «How to peer review»
 - <https://authorservices.wiley.com/Reviewers/journal-reviewers/how-to-perform-a-peer-review/index.html>
- From Terance Tao: (remove the «novelty checklist»)
 - <https://terrytao.wordpress.com/advice-on-writing-papers/submit-to-an-appropriate-journal/>