

Being Truly Responsive – How to Win Over Your Reviewers

Presenter: Sharon Inouye, MD, MPH

Time	Section
4:50	<p><u>Sponsored by NIDUS – What is NIDUS?</u></p> <ul style="list-style-type: none"> • NIA-funded research network dedicated to advancing the study of delirium through development of research resources, career development opportunities, and dissemination of delirium science.
6:05	<p><u>You’ve written your paper and now have a <i>Revise and Resubmit</i> – What Now?</u></p> <ul style="list-style-type: none"> • Introducing: The Kassirer Method – developed by Jerry Kassirer, former editor of the New England journal
12:17	<p><u>Principle 1. Put Everything in 1 Place</u> – <i>Goal: develop a complete and clear response letter, so the Editor does not need to switch between the manuscript, the response to reviewers, etc.</i></p> <ul style="list-style-type: none"> • Verbatim comments from Editors and reviewers (cut & paste) – in order • Number the comments, so you can cross-refer • Include a thoughtful response to each comment • Any text changes made – cut & paste verbatim and give their page and line location in the revised manuscript • Make each of these items crystal clear • No page limit to a response letter (sometimes longer than the MS) – have never had a complaint from an editor. Be concise when you can, and use single space.
16:52	<p><u>Principle II. Respond to Everything</u></p> <ul style="list-style-type: none"> • Respond to every negative comment (no need to reply to positive comments) • Make a change to the manuscript if at all possible, to be viewed as responsive • Don’t be argumentative: Avoid pushing back, over-justifying, etc. This may make you feel better, but wastes the time of the Editor <ul style="list-style-type: none"> ○ Don’t defend & Don’t apologize
18:21	<p><u>Principle III. Adjust Your Mindset</u></p> <ul style="list-style-type: none"> • Be in the head of the Editor/reviewer • Don’t see the review as a personal “attack” • See the review as an opportunity, a collaboration, a chance to make the paper clearer <ul style="list-style-type: none"> ○ If something was misunderstood or missed, you have the chance to make things crystal clear ○ Remember: if the reviewer didn’t get it, chances are other readers will not get it either
20:23	<p><u>Specifics: Being Responsive</u></p> <ul style="list-style-type: none"> • Try to make a change if you possibly can • For most comments, the principle is there should be a text change somewhere in the manuscript to address the comment • Wording should demonstrate direct responsiveness to the Editor/reviewer’s comments. Use words like: <ul style="list-style-type: none"> ○ “To address the reviewer’s concerns, the following revisions have been made... (pg, line):...” ○ “We agree with the reviewer’s comment, and thus, have edited the text as follows (pg, line):...” ○ “While we are unable to make this change (due to lack of data), we agree that this is an important limitation and have addressed this in the discussion section as follows (pg, line):...”
23:55	<u>Real-Life Examples</u>
40:35	<p><u>Formatting Your Response</u></p> <ul style="list-style-type: none"> • 40:57 Letter Format • 41:55 Table Format
44:01	<u>Do’s & Don’ts</u>
47:12	<u>Thoughts from Other Researchers</u>
55:27	<u>Q&A</u>