

How to Review a Paper

What's the point behind peer reviewing?

- Maintain standards of quality
- Improve performance
- Provide credibility to results

Elements of a Review

- Short summary of the text
- Contribution statement
- Strengths and weaknesses
- Typical questions to ask
 - How relevant is this work?
 - How is the argument flow?
 - What is new about this work?
 - Which problem is this work trying to solve?
 - Which other works does it extend?
 - What did the authors do?
 - How did they do it?
 - How valid is their approach?
 - How relevant are the results?

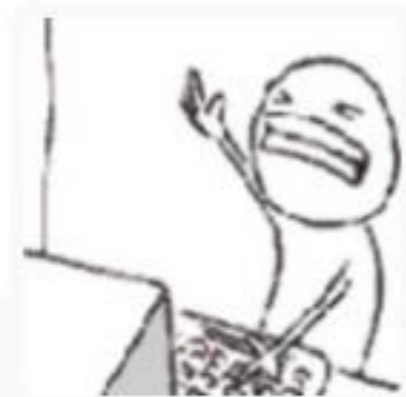
Critical Review

- A review is NOT about personal interests or personal criticism of the author
- The review should focus on content and presentation

Ethics in Scientific Communication

- It is ok to consider a contribution to be superfluous or of no need for the scientific community.
- It is not ok to personally judge or insult the author.

REJECTED



Shit My Reviewers Say

Collecting the finest real specimens of reviewer comments since 1456

@yourpapersucks

“The paper comes with proofs, but – at a first glance – they seem to be more cute than useful.”

“Recommendation: Publish elsewhere
Comments: [none]”

“Figure 6. This figure is silly.”

“Why chase a gene in this ridiculous organism?”

“Unless the authors performed some clever pagan ritual before euthanizing the animals I would use ‘killed’ (or ‘euthanized’) instead of ‘sacrificed’”

OF BEATEN

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Don't do this!

The authors have put a lot of **effort** in their submission, and they might be still learning. Be **accommodating** and **respecting**, and help them improve their work.

“Fig

s

That's why we do reviews: to ensure **high quality**

clever pagan ritual before euthanizing the animals I would use ‘killed’ (or ‘euthanized’) instead of ‘sacrificed’”

Tasks of a Reviewer

- Analyse for
 - Correctness → did the authors design a valid study?
 - Originality → is this work novel? What's new in this work?
 - Significance → is this work useful? Does it have an impact?
 - Quality → is the analysis well done? Are the conclusions justified?
 - Improvements → Does it improve over what's already out there?

When does a paper merit publication?

- A paper merits publication if there is a scientific contribution
- Examples:
 - new and significant results
 - new knowledge through synthesis of known results
 - helpful surveys and tutorials
 - combinations of these categories
- Worth to publish: small, surprising results that stimulate a new direction for future research or has interesting applications
- Not worth to publish: results with flaws in methodology, repetition of previous work without significant improvement (debatable!)

Reviewers provide the following

- Decision in the form of a recommendation
 - accept
 - (accept with minor revision)
 - (accept with major revision)
 - reject
- Justification for the recommendation
- Ways for improvement (particularly in case of rejection)

Typical Review Report

- Overall judgement (usually scale from 1-5)
- Summary (1-5 sentences)
- Strengths and weaknesses in:
 - Originality and significance
 - Quality (methodology, precision, errors, presentation)
- Justification for the rating

A so-called “meta reviewer” revises all reviews, and summarizes them

Possible Verdicts (Smith, 1989)

- Major results - very significant
- Good, solid, interesting work; a definite contribution
- Minor, but positive, contribution to knowledge
- Elegant and technically correct but useless
- Neither elegant nor useful, but not actually wrong
- Wrong and misleading
- The paper is so badly written that a technical evaluation is impossible



Some Final Issues

- Multiple submissions at different conferences is not allowed
- Plagiarism results in immediate rejection (and possibly banning)
- Anonymity is sometimes important
- Conflict of interests: Reviewers should not review papers of people they worked with
- Reviewed papers should remain confidential

You're going to be a reviewer!

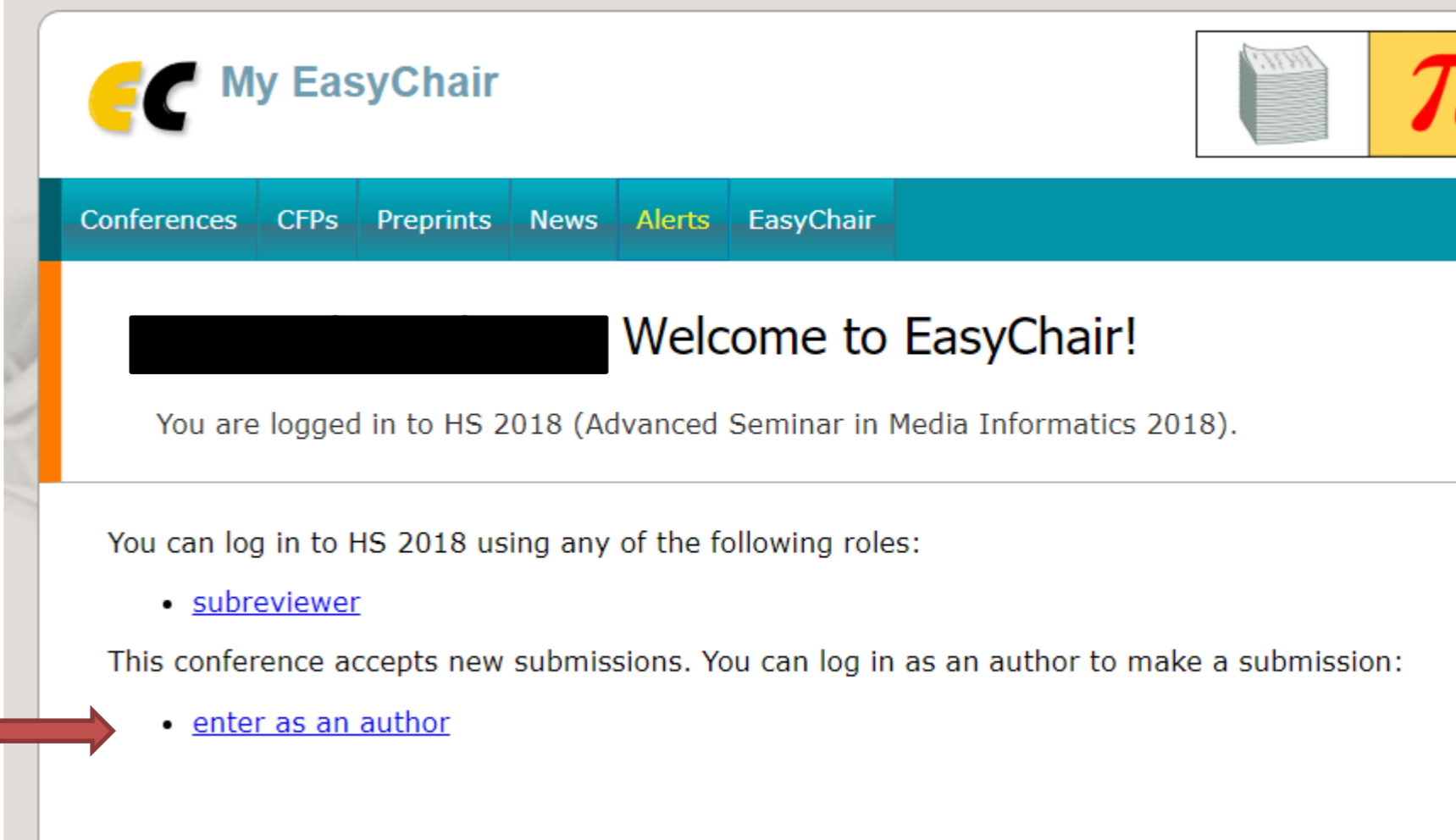
- Read the paper you are asked to review
- Write a review, guided by these slides and your own intuition on how to improve the paper you are reading
- Don't worry! Your review won't influence any grades! It will only help the authors improve their work.
- Be nice 😊

Schedule

10.04.18	Introduction and Topics
8.05.18	Submission deadline: 1. paper draft
11.05.18	Submission deadline: one slide for 60 seconds presentation
15.05.18 (s.t.!)	60 seconds presentation / Input: How to write good reviews
29.05.18	Submission deadline: 2. paper draft (for peer-review) 
08.06.18	Submission deadline: Reviews 
12.06.18	Q & A & Feedback (optional)
13.07.18	Submission deadline: Final paper
17.07.18	Submission deadline: preliminary presentation slides
17-24.07.18	Mock presentations
24.07.18	Submission deadline: finale presentation slides
30-[31].07.18	Final presentations (to be confirmed)

How to submit your paper?

- Go to <https://easychair.org/conferences/?conf=hs2018>
- Create an account
- Click on **“enter as author”**



The screenshot shows the My EasyChair website interface. At the top left is the logo "My EasyChair" with a stylized "EC" icon. To the right of the logo are two icons: a stack of papers and a red "T" on a yellow background. Below the logo is a teal navigation bar with the following links: "Conferences", "CFPs", "Preprints", "News", "Alerts", and "EasyChair". Below the navigation bar, a black rectangular box obscures the user's name, followed by the text "Welcome to EasyChair!". Below this, it says "You are logged in to HS 2018 (Advanced Seminar in Media Informatics 2018).". A horizontal line separates this from the next section, which says "You can log in to HS 2018 using any of the following roles:" followed by a bulleted list with the link "[subreviewer](#)". Below that, it says "This conference accepts new submissions. You can log in as an author to make a submission:" followed by a bulleted list with the link "[enter as an author](#)". A red arrow points to the "enter as an author" link.

How to submit your paper?

- Fill in the form with your information, and upload your submission (there is only one author for your submission, and that is you)
- You can update the submission as many times as you like before the deadline


New Submission Submission 4 HS 2018 News Alerts EasyChair

HS 2018 Submission 4

[Update information](#)
[Update authors](#)
[Update file](#)

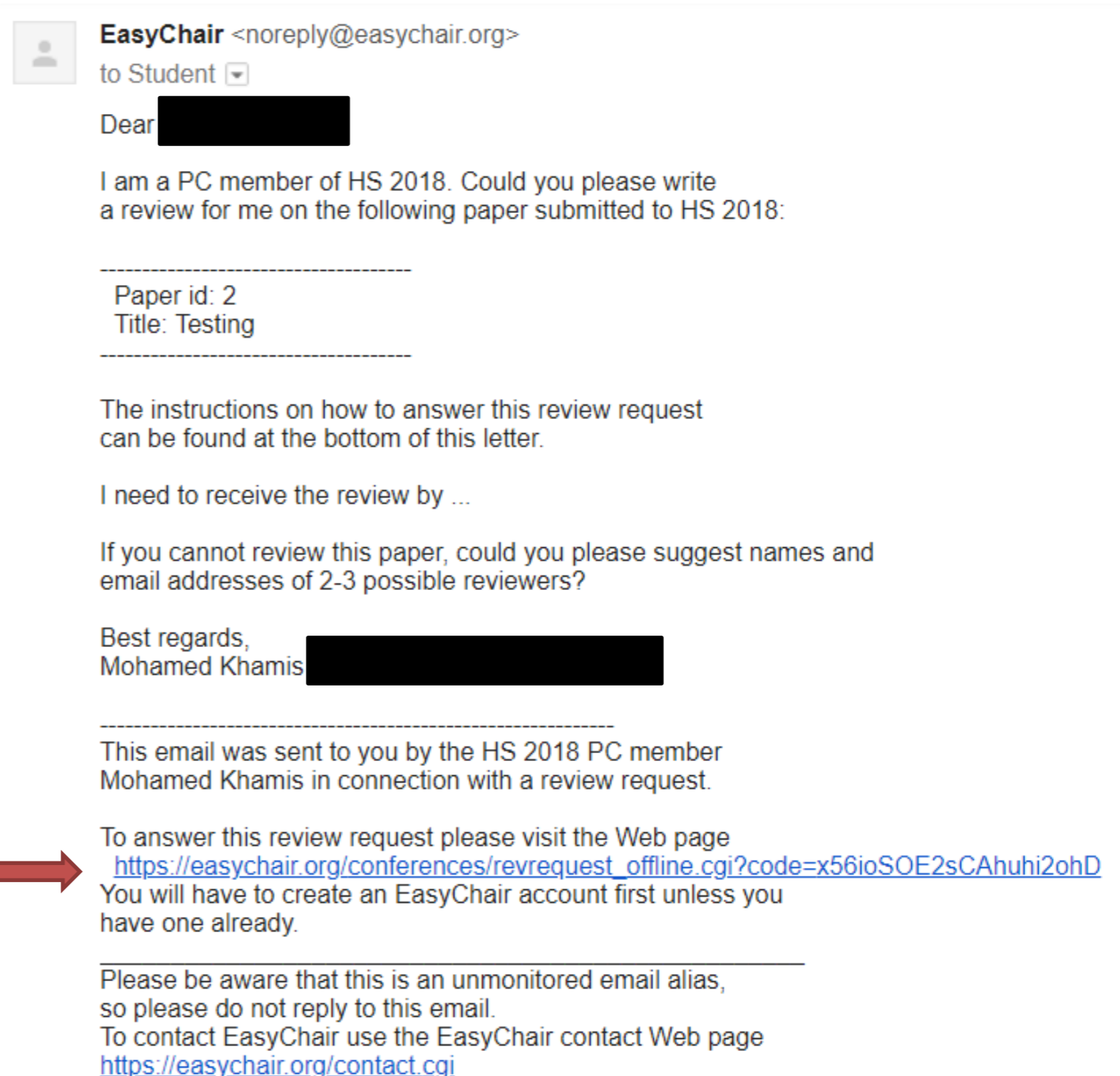
The submission has been saved!


Paper 4

Title:	testing test
Paper:	 (May 15, 11:09 GMT)
Author keywords:	asodfhs fjsodg nfojgn
EasyChair keyphrases:	red dot (310), gaze tracking (205), user experience (140), eye tracking (130), gaze point (130), gaze visualisation (120), eye tracker (100), gaze interaction (80), visual analogue scale (79), human computer interaction (79), combining gaze (70), microsoft kinect (70), hand gesture (60), interaction technique (60), video based eye tracking (60), visual feedback (60), user interface (50), real time (50), large screen (50), significant difference (50), eye gaze (50), living room (50), mid air gesture (47), 2 d image based eye (46), level feedback (40), object selection (40), preference study (40), low accuracy gaze tracking (40), low accuracy (40), paired sample t test (40)
Abstract:	test test test
Submitted:	May 15, 11:09 GMT
Last update:	May 15, 11:09 GMT

How to submit your review?

- You will receive a “**review request**” after the paper submission deadline
- Click on the link below to access the paper you should review



 **EasyChair** <noreply@easychair.org>
to Student ▾

Dear [REDACTED]

I am a PC member of HS 2018. Could you please write a review for me on the following paper submitted to HS 2018:

Paper id: 2
Title: Testing

The instructions on how to answer this review request can be found at the bottom of this letter.

I need to receive the review by ...

If you cannot review this paper, could you please suggest names and email addresses of 2-3 possible reviewers?

Best regards,
Mohamed Khamis [REDACTED]

This email was sent to you by the HS 2018 PC member Mohamed Khamis in connection with a review request.

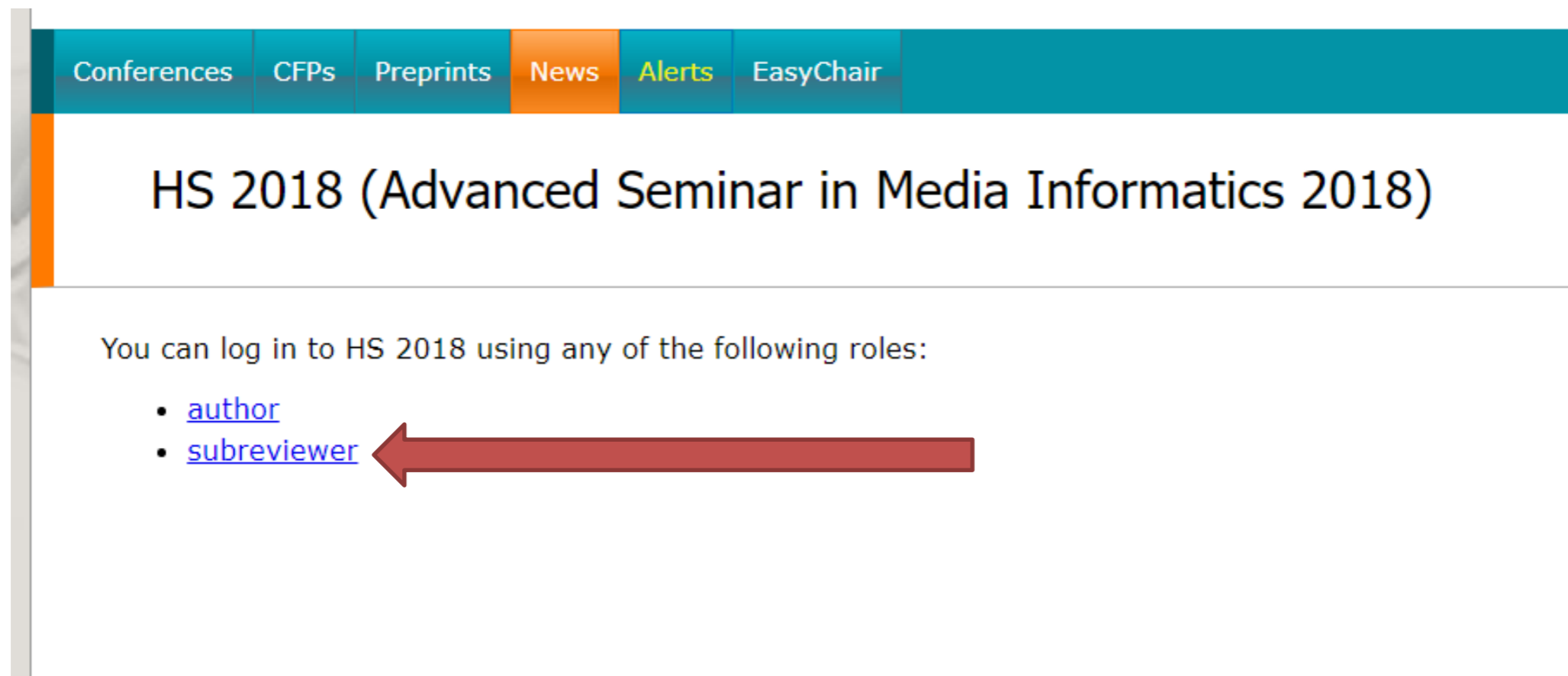
To answer this review request please visit the Web page https://easychair.org/conferences/revrequest_offline.cgi?code=x56ioSOE2sCAhuhi2ohD
You will have to create an EasyChair account first unless you have one already.

Please be aware that this is an unmonitored email alias, so please do not reply to this email.
To contact EasyChair use the EasyChair contact Web page <https://easychair.org/contact.cgi>



How to submit your review?

- This time, enter as a “**subreviewer**”



The screenshot shows a navigation bar with the following items: Conferences, CFPs, Preprints, News, Alerts, and EasyChair. Below the navigation bar, the text reads "HS 2018 (Advanced Seminar in Media Informatics 2018)". Underneath, it says "You can log in to HS 2018 using any of the following roles:" followed by a list of roles: [author](#) and [subreviewer](#). A red arrow points to the [subreviewer](#) link.

Conferences CFPs Preprints News Alerts EasyChair

HS 2018 (Advanced Seminar in Media Informatics 2018)

You can log in to HS 2018 using any of the following roles:

- [author](#)
- [subreviewer](#)

How to submit your review?

- Click of the submission's ID (in the screenshot, it is 3)
- Click on **“Answer request”**
- Then click **“I agree to review this submission”**, and submit

Submission 3 HS 2018 News A

My Review Requests

The table below shows all your review requests.

#	authors	title
3	Mohamed Khamis	test 2

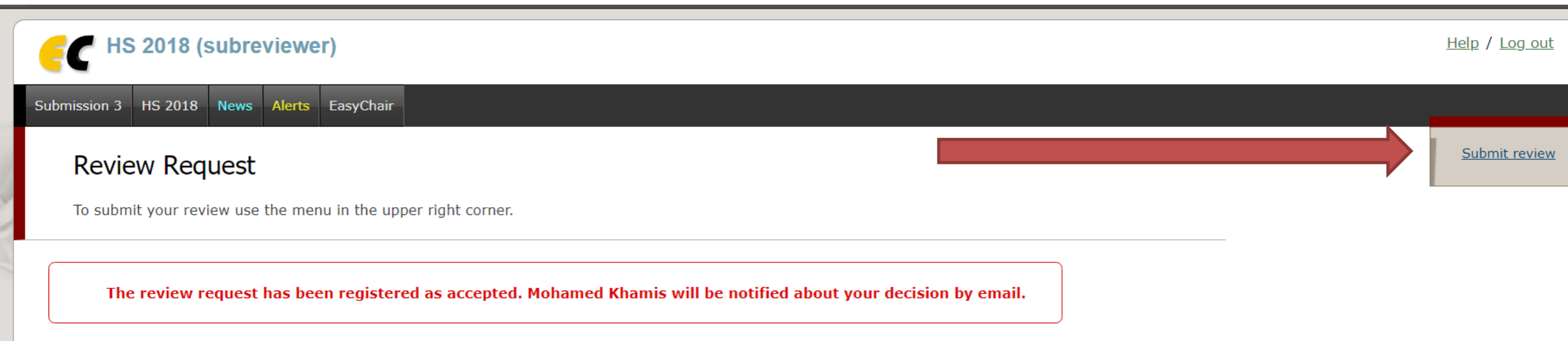
Review Request

Mohamed Khamis (mkhamis89@gmail.com) requested you to review the following submission for HS 2018. To accept or decline this request or to write to Mohamed Khamis click on "Answer request". Even if your review is ready, to submit this review you should answer the request first.

[Answer request](#)

How to submit your review?

- Click on “**submit review**” then fill the form



EC HS 2018 (subreviewer) [Help / Log out](#)

Submission 3 HS 2018 [News](#) [Alerts](#) EasyChair

Review Request

To submit your review use the menu in the upper right corner.

[Submit review](#)

The review request has been registered as accepted. Mohamed Khamis will be notified about your decision by email.

Recap

- Today you learned about reviewing and how to write a review
 - Submit the second (complete) draft on easychair before 29.05 @ 23:59
 - You will be assigned to review one of your colleague's papers, accept the request and submit your review on easychair.org before 08.06 @ 23:59
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