

How to review a paper ?

IBPJ editorial team



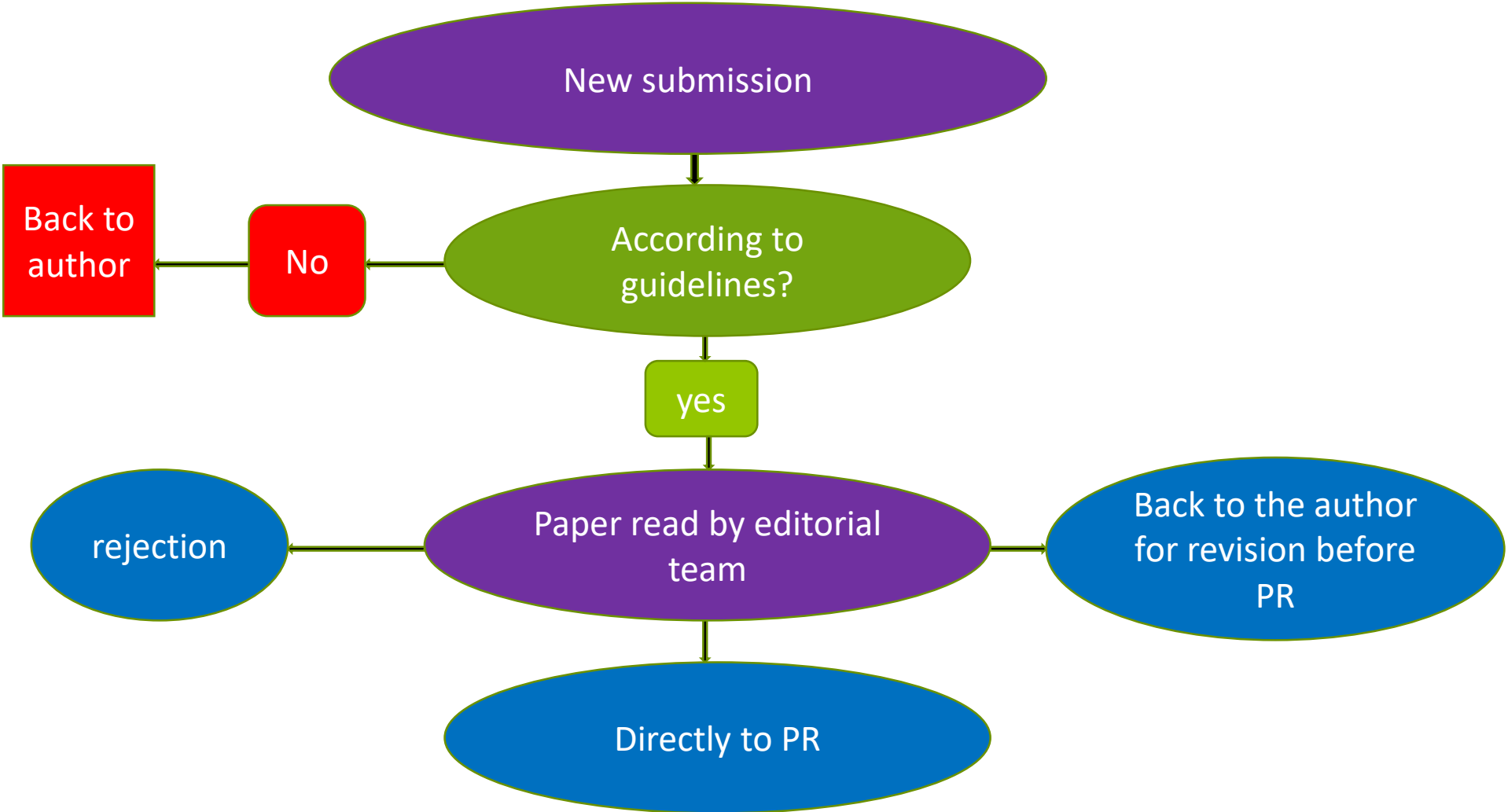
Table of Contents

- The peer review process
- Critically analyzing a paper



Most scientists regarded the new streamlined peer-review process as 'quite an improvement.'

The Peer Review Process Begins with the Editorial Team.



Step One: Editorial team members read the submission and decide:

- Is the paper submitted according to our guidelines: referencing style, writing style, basic grammar, etc.?

According to
guidelines?

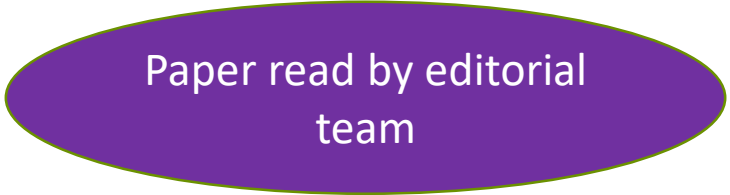
- If not, we return the manuscript and ask the author(s) to read our guidelines, revise accordingly, and resubmit.

No

Back to
author

Step One: Editorial team members read the submission and decide:

- If the guidelines are fine, we then read the paper considering length, clarity and conciseness.
 - Does the paper need to be shortened? Does it need to be more clear? More concise?
- Are references needed?
 - We consider relevant and recent references in our field of study, from Journals supporting our work
- Does it need sponsorship (a mentor to assist with a revision)?
 - Authors may have a great idea but don't yet know how to present their content in an academic Journal; working with a writing mentor can be of value.
- Is the paper truly ready for peer review as is?
- Is it simply not a good fit for our journal?



Paper read by editorial team

Step Two: Our decision determines our action

- Once our Editorial team reaches a group consensus, we send the article back to the author with a standardized response letting the author(s) know the paper will:
 - go directly to peer review
 - need revision before peer review
 - not be accepted



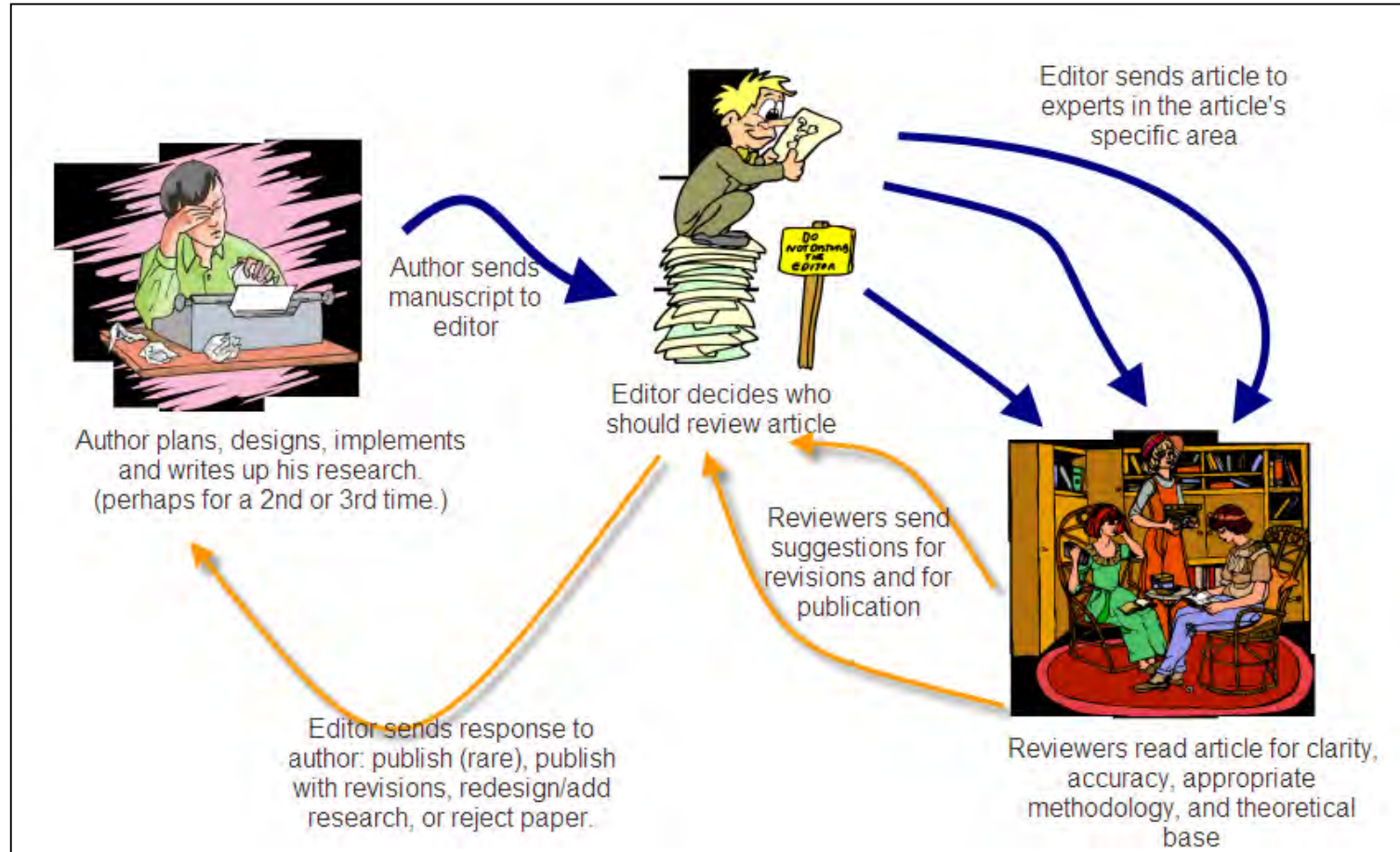
When the submission is ready for peer review



Directly to PR

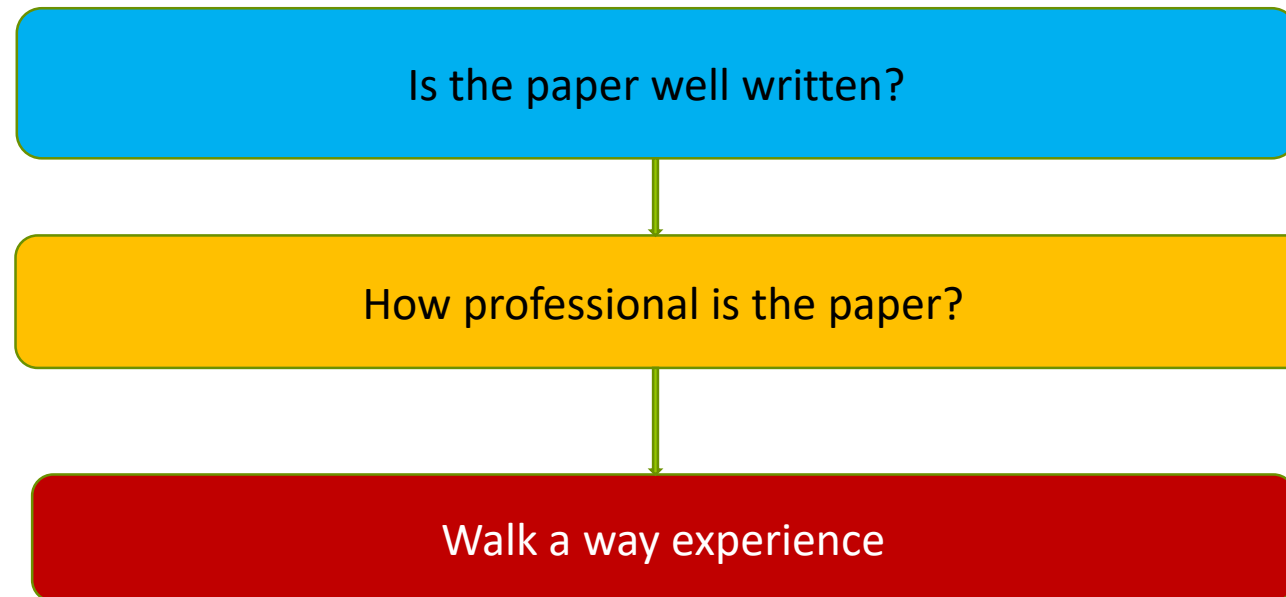
- The main aim of any peer review process is to ascertain if the paper is worthy of publication according to experienced clinicians, researchers and/or authors in their field who evaluate the paper and appraise it.
- At IBPJ, we ask three peer reviewers to evaluate and comment on the paper. These reviewers are normally picked in accordance to their knowledge of the content discussed in the paper, i.e. a dance therapist reading a study about the efficacy of dance therapy.

Peer Review: An overview



How do peer reviewers critically analyze a paper?

We ask peer reviewers to consider three areas:



Is the paper well written?

- Peer reviewers need to assess the readability of the paper regarding grammar, content and writing style.



Other considerations about the quality of the writing include:

- Is it tedious to read?
- Do you stay engaged with the content?
- Does it explain things with simplicity but without over simplifying?
- Are other possibilities mentioned?
- Has the author addressed basic copy editing needs?
- Is the reference list APA format?

Next, peer reviewers need to consider the professionalism the paper?

- Are there current references (within the last 3 years)?
- Are references from professional body psychotherapy publications included?
 - *IBPJ*
 - *Body, Movement and Dance in Psychotherapy*
 - *Somatic Psychotherapy Today*
 - Other contemporary psychotherapy and psychoanalytic journals
- Is there a sense of experience in the writing itself?
- Is theory backed up with clinical experience?
 - Case study
 - Vignette

How professional is the paper?

- Do you find papers on the subjects that have not been mentioned here?
- If unsure, peer reviewers can search for the key words in Google Scholar and in body psychotherapy journals.
- Does the paper contribute clinically and theoretically to the field?
- Is the language respectful of other ways of working and thinking?
- Is it over generalizing?
- Are there unsubstantiated definitive statements?
- Is there reference to the wider field of psychotherapy?
- Is it well informed?

How professional is the paper?

- Regarding qualitative and quantitative research:
 - Does the study clearly address a focused issue?
 - Aim of study
 - population studied
 - intervention or test given
 - outcomes considered
 - Is there a 'good enough' description of participants' characteristics (sociodemographic/ morbidity)
 - Are the results statistically significant?
 - Will the results help you (and other readers) in clinical practice?
 - Is there a discussion regarding applicability of the intervention in clinical practice?

Finally, we want peer reviewers to consider the 'walk away experience'

- Readers should be inspired and informed, even become curious with more questions (not necessarily know more).



The walk away experience: does the paper spark thoughts and/or feelings?

A well written paper will leave a reader thinking about the content. Peer reviewers may consider:

- Applicability-to client work, to the field in general
- Curiosity-their own sense of wanting to know more
- Integration-with other psychotherapeutic situations, processes, methods
- Innovative-the intrigue that comes from something original
- Inspirational-desire, passion, fulfilling
- Substance-does the paper support its stance, theory, outcome goal?

Writing your review

- Peer reviewers are asked to adhere to our review guidelines. We provide a detailed handout
- Peer reviewers need to provide specific and helpful comments to the author
 - On the Referee Sheet you will receive

REFEREE'S REPORT: The Basics

Manuscript Title:.....

Referee's Name:.....

E-mail:

Please return your comments by:.....

To:

REFEREE'S REPORT: The Evaluation

• **PLEASE EVALUATE THE FOLLOWING CRITERIA:**

0 = Worst, 3 = Neutral, 5 = Best

•

• Originality of the Approach	0	1	2	3	4	5
• Soundness of the Scholarship	0	1	2	3	4	5
• Clarity of Structure	0	1	2	3	4	5
• Strength of the Argument	0	1	2	3	4	5
• Use of Language	0	1	2	3	4	5
• Educating the Reader	0	1	2	3	4	5
• Strength of design	0	1	2	3	4	5
• Significance of findings	0	1	2	3	4	5
• Value for further applications	0	1	2	3	4	5
• Are the Keywords appropriate?	Yes / No					

REFEREE'S REPORT: Your Recommendation

Recommendation Please **BOLD** one

- ACCEPT AS IT STANDS
- ACCEPT WITH MINOR REVISIONS
- RE-SUBMIT / REQUIRES MAJOR REVISION (Please select only if paper has real promise)
- REJECT (Please supply some comments which can be sent to the author rather than a bare rejection or request for revision)

COMMENTS*: PLEASE ATTACH ANY FURTHER COMMENTS TO THE AUTHOR ANONYMOUSLY ON THIS SHEET. Your comments are very important and helpful. Don't be afraid to be critical if necessary. We can always tone them down, but we cannot invent them.

- *if you have comments specific to the editor not to be seen by the author, please email them separately.

Questions? Concerns? Comments?





good
Luck!