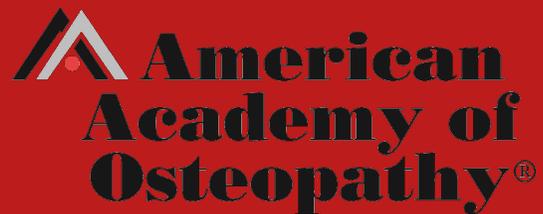


# The AAO Journal Reviewer Resources





# The Purpose of Peer Review

The purpose of peer review is not to demonstrate the reviewer's proficiency in identifying flaws. Reviewers have the responsibility to identify strengths and provide constructive comments to help the author resolve weaknesses in the work. A reviewer should respect the intellectual independence of the author.

Although reviews are confidential, all anonymous comments should be courteous and capable of withstanding public scrutiny.

# Why Peer Review?

- Peer reviewers get a first look at new information that may help them in their practices.
- Critically examining others' work makes reviewers better researchers and writers.
- Peer reviewers are essential to advancing and disseminating the science of osteopathic medicine.

# Reviewer Basics

## DO

- Familiarize yourself with the [submission guidelines](#).
- Set aside 2 hours to complete your thorough review.
- Read through the full manuscript.
- Confirm tables and graphics depict appropriate content.
- Check references as needed.
- Comment on specific things the authors do well.
- Make specific suggestions for improvements.
- Complete the review on time or request an extension.

## DON'T

- Get bogged down in grammar or sentence structure corrections.
- Abuse or ridicule authors.
- Sign your review.



# Reviewers' Responsibilities to Authors

- Providing written, unbiased feedback in a timely manner on the scholarly merits and the scientific value of the work, together with the documented basis for the reviewer's opinion
- Indicating whether the writing is clear, concise, and relevant and rating the work's composition, scientific accuracy, originality, and interest to the journal's readers
- Avoiding personal comments or criticism
- Maintaining the confidentiality of the review process: not sharing, discussing with third parties, or disclosing information from the reviewed paper

# Reviewers' Responsibilities to Editors

- Completing the review in a timely manner or notifying the editor immediately if unable to do so
- Alerting the editor about any potential personal or financial conflicts of interest
- Complying with the editor's written instructions on the journal's expectations for the scope, content, and quality of the review
- Providing a thoughtful, fair, constructive, and informative critique of the submitted work
- Determining scientific merit, originality, and scope of the work; indicating ways to improve it
- Noting any ethical concerns
- Refraining from direct author contact



# Reviewers' Responsibilities to Readers

- Ensuring that the methods are adequately detailed to allow the reader to judge the scientific merit of the study design and be able to replicate the study, if desired
- Ensuring that the article cites all relevant work by other scientists

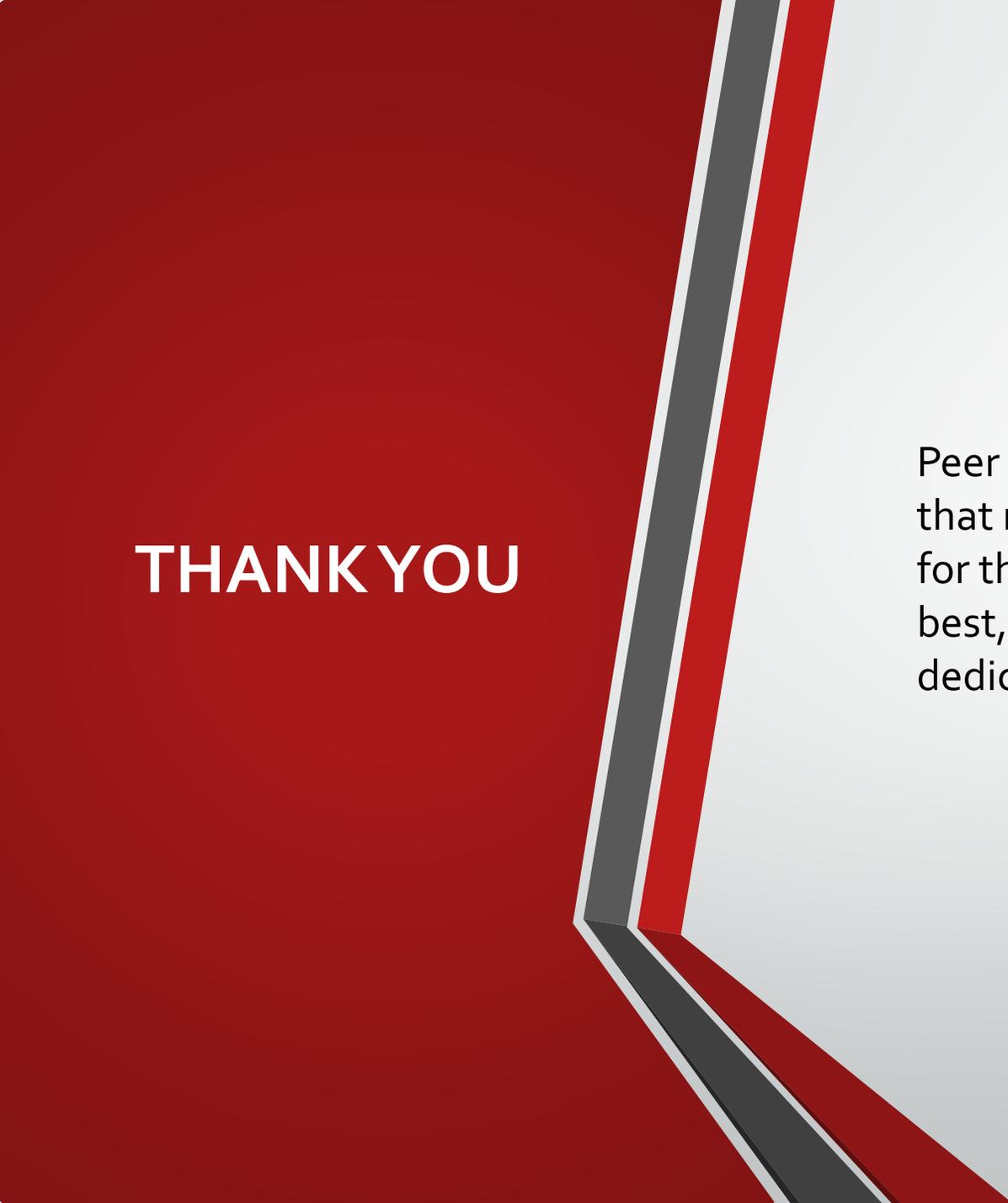


# Additional Resources for Peer Reviewers

- [Reading a Manuscript as a Peer Reviewer](#) (PLOS)
- [Performing a Peer Review](#) (Wiley)
- [10 Tips From an Editor](#) (Elsevier)

# Reminders

- All submissions are confidential and should not be discussed or shared except with the editors.
- All potential conflicts of interest should be disclosed as soon as possible. Conflicts of interest do not disqualify you from review.



**THANK YOU**

Peer review is essential to good research. It is imperative that reviewers like you not only hold authors accountable for their work but also help them present their work in the best, most comprehensive manner possible. Thank you for dedicating your limited time to this worthy goal.