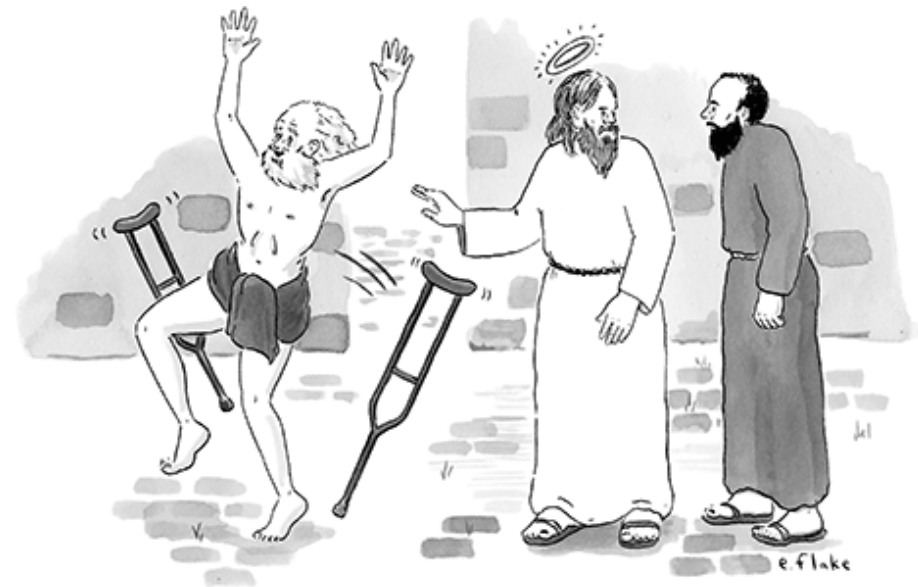
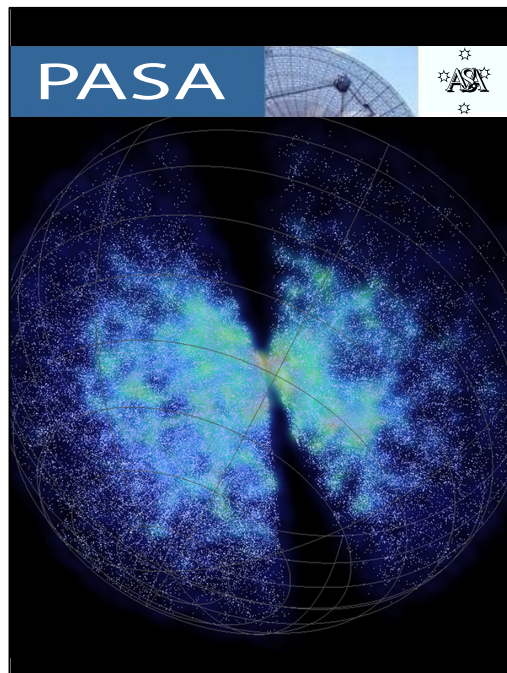


# Peer Review – The Editor’s Perspective

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*Editor-in-Chief, Publications of the Astronomical Society of Australia*



“Yeah, but good luck getting it peer-reviewed.”



# Newton's *Principia*

[Pag: 67] Dolo verba inter m ac n, et pro illis  
 Prop, si rectae RP, SQ concurrant in T et agat  
 TRZS dabitur species et recta TZ (in qua pax  
 cabitur) dabitur positione.

[Pag: 78] Dolo verba inter m ac n, et pro illis sub  
 Sit angulus DBM semper equalis angulo dato AB  
 semper equalis angulo dato ACB.

[Pag: 78] Dolo verba inter r ac s, et substitue haec—  
 semper equalis angulo dato ABC et angulus PCM  
 [Pag: 81 a] Adde haec— BL, CL vel BM, CM inter  
 m, incroat semper in rectam illam infinitam mn

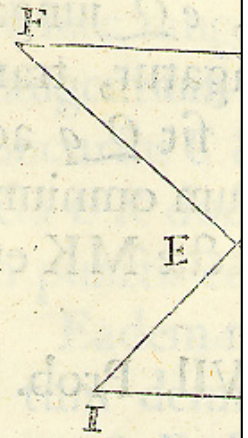
[Pag: 84] Dolo verba inter m ac n, et substitue haec—  
 duo quavis B, D age rectam infinitam BD Tangentem  
 in punctis H, K, deinde etiam per alia duo quavis C,  
 nitam

[Pag: 84 a] Adde haec— Socca autem ad libitum  
 K et H; G et L, vel extra eadem, de in

[Pag: 84 a] Adde haec— In Tangente alterutra

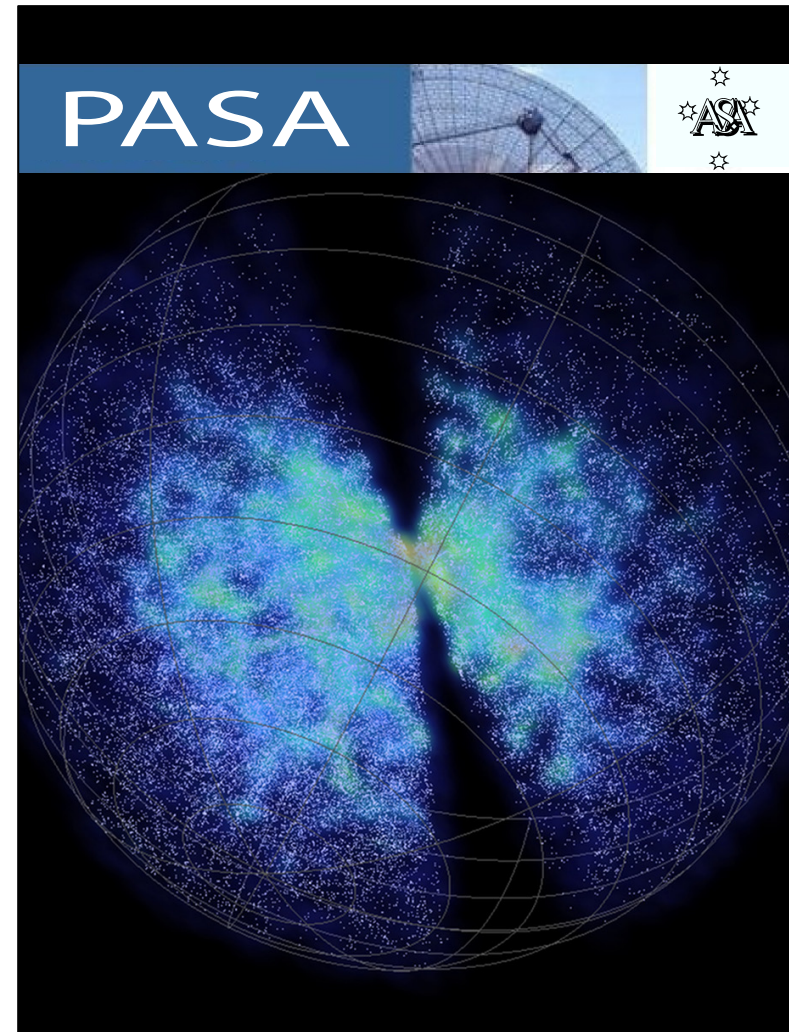
Si parallelogrammi latera quatuor in  
 quamcunq; Coni-  
 cam, & abscin-  
 dantur ad tangen-  
 tem quamvis quin-  
 tam; sumantur au-  
 tem abscissae ter-  
 minatae ad angu-  
 los oppositos pa-  
 rallelogrammi: di-  
 co quod abscissa <sup>alterutra</sup> ~~unius lateris~~ sit ad  
 termini inter punctum contactus &  
 teris huius contermini.

Tangent parallelogrammi MIA  
 2 N



- › Official society journal of the Astronomical Society of Australia
- › Published by Cambridge University Press
- › Electronic-only journal with rapid refereeing & publication
- › Rapid turn-around, continuous publication, no page charges
- › Strong & increasing impact factor (2013 ISI impact factor 3.12)

[journals.cambridge.org/pasa](http://journals.cambridge.org/pasa)



1. **Author** submits paper to journal
  - may provide cover letter (required for some journals)
  - may recommend referees to use (usually ignored)
  - may recommend referees to avoid (almost always adhered to)
  - must assert that paper is original work, that manuscript is not under consideration elsewhere, that all authors have approved the content
  
2. **Editorial Assistant** confirms submission meets technical requirements
  
3. **Editor** assesses paper
  - may reject or return paper because of plagiarism / self-plagiarism
  - may reject paper if inappropriate for the journal
  - assigns paper to an **Associate Editor** with relevant expertise
  
4. **Associate Editor** oversees refereeing process
  - may recommend to Editor that paper be rejected (or published)
  - selects and prioritises **Referees** suitable for reviewing the paper
  - invites first Referee; awaits response
  - moves down the list of Referees as needed

## 5. **Referee** reviews the paper

- is usually anonymous (but can waive anonymity)
- is given a deadline for report delivery (typically 3-4 weeks)
- must make an overall recommendation (accept, minor, major, reject & resubmit, reject)
- must provide a detailed referee report for the Author
- may also provide confidential comments for the Associate Editor and Editor
- should indicate whether they are willing to review future versions of the paper

## 6. **Associate Editor** makes a recommendation based on the Referee's report

- must make an overall recommendation (accept, minor, major, reject & resubmit, reject)
- may provide additional comments to Author and/or confidential comments to Editor
- may ask further questions of Referee or seek a second opinion (quite rare)

## 7. **Editor** makes a decision based on Referee's and Associate Editor's recommendations

- must make a decision (accept, minor, major, reject & resubmit, reject)
- will transmit decision to Author, along with comments of Referee and Associate Editor
- may make additional comments/requests
- in vast majority of cases, Associate Editor and Editor follow Referee's recommendation



- 8. Author** revises the paper
  - is given a deadline for resubmission (e.g. 3 months for minor revision, 6 months for major)
  - must respond to the Referee's concerns and list/explain all their changes
- 9. Editorial Assistant** confirms submission meets technical requirements
- 10. Editor** assesses paper
  - may make immediate decision
  - otherwise reassigns paper to original Associate Editor
- 11. Associate Editor** considers revisions
  - may make immediate recommendation
  - otherwise reassigns paper to original Referee
- ...
- 12. Editor** accepts paper and notifies Author
- 13. Author** assigns copyright
- 14. Publisher** typesets paper
- 15. Author** reviews/corrects the Publisher's proofs
- 16. Publication!**



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# Do's and Don't's: Authors

- › **\* DO** submit a final polished version of your manuscript \* = my personal opinion
  - it is not the Referee's job to spell check or copyedit your paper
  - a sloppy draft will be remembered by someone you may one day want to impress
- › **DON'T** plagiarise or self-plagiarise
  - you will be caught and the ramifications could be serious
- › **DO** provide an itemised cover letter
  - respond comprehensively; be explicit as to what you changed for each item
- › **\* DO** write your response as a letter
  - “Dear Editor, We thank the referee for their careful reading of the paper ...”
- › **\* DO** pick your battles
  - focus on your main points and aim to get the paper accepted
- › **DON'T** be rude or sarcastic in your response; you don't know to whom you're speaking
- › **DO** take the revision deadline seriously (although small extensions may be OK)
- › **\* DO** accommodate your co-authors, and give them realistic deadlines
- › **\* DON'T** post to arXiv.org before acceptance unless time critical
  - people will only read a paper once; a reputation for carelessness is not good



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# Do's and Don't's: Referees

- › **DO** respond promptly to an invitation to review; suggest alternates if unavailable
- › **DON'T** review the paper if you even have to ask yourself if there's a conflict of interest
- › **DO** meet the review deadline
  - tell the Editor in advance if the report is going to be late, and give a revised due date
- › \* **DO** remain anonymous (even after acceptance)
  - consider Australian vs US spelling
  - avoid excessive requests to cite your own work
- › **DO** read the paper thoroughly; you may be the only person who ever will!
- › \* **DO** summarise your understanding of the paper at the beginning of the report
- › **DO** make a clear recommendation as to whether the paper (ultimately) merits publication
- › **DO** be specific about what you want changed
  - "the paper is too long" or "this section lacked clarity" is not helpful to Author or Editor
- › **DO** indicate whether you are able to review the paper again
  - \* your answer should always be "yes" except for very minor revisions
- › **DON'T** discuss, develop or act on paper's contents until paper is posted / published

\* = my personal opinion