

Quick guide to peer review for

The Spanish Journal of Gastroenterology (REED)

Revista Española de Enfermedades Digestivas (REED)
The Spanish Journal of Gastroenterology



Can I carry out the review?

- Is the manuscript related to your area of expertise? **YES**
 - Is there any conflict of interest with the manuscript to be evaluated? **NO**
 - If you accept, will you be able to meet the deadline for submitting your report? **YES**
- Only if your answers are these, you should accept the review job
- If you think you may need more time than is offered, ask if an extension of the deadline is possible before you agree.

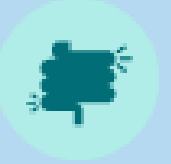
Respond quickly to the invitation to review



- Whether you think you can or you think you can't review, **REPLY QUICKLY** to the invitation
- Failure to reply slows down the review process and harms both the journal and the author.
- If you decline the invitation, contact details of other potential reviewers in your area of expertise are welcome
- If the initial rejection is due to lack of time, consider sending the work to one of your collaborators under your supervision

Manuscript revision: 1st reading (1)

General impression



- Reviewing a manuscript can take an average of 4 hours
- Organize your time to meet the deadline for submitting your report
- After the first reading, you should be able to summarize what the key question of the work is and its conclusions
- You must be able to distinguish which are the dependent and independent variables of the study, as well as if the co-variables necessary to control possible biases have been collected.

Manuscript revision: 1st reading (2)

Originality



- Assess the degree of novelty of the study findings
- Does the study show progress or corroborate existing knowledge?
- Are the presented results completely original?
- Assess the impact that the described findings may have on digestive diseases

Manuscript revision: 1st reading (3)

Appropriate for REED

- **Assess whether the submitted work fits REED's area of interest:**
 - **Diagnosis and treatment of digestive diseases**
 - **Diagnostic and therapeutic digestive endoscopy**
 - **Diagnostic and therapeutic abdominal ultrasound**
 - **Translational studies on digestive diseases**

Manuscript review: 1st reading (4)

Strength of the data and support of the conclusions



- The study design is correct to answer the research question
- Inclusion and exclusion criteria have been described
- The study variables have been correctly defined and measured
- Confounding and interaction variables have been controlled
- The technical and statistical aspects of the study have been sufficiently described
- The results sufficiently support the conclusions

Manuscript review: 1st reading (5)

Clarity

- Is the work easy to read?
- You must point out those unclear or confusing phrases
- Do the authors correctly interpret previously published literature?
- The authors have forgotten to reference some important related work
- The figures represent each important message of the study, they are clear to interpret and self-explanatory
- There is a table 1 with the description of the study groups

Manuscript review: 2nd reading (1)

Elaboration of the report



- If after the first reading you think the job is:
 - original enough
 - properly designed
 - methodologically and technically sound
 - clear in its presentation
 - with results that support the conclusion
- It is time for a second reading to point out minor and major changes and prepare the report
- If you consider that these criteria are not met, the second reading is not necessary and the report can be prepared indicating the major problems of the study.

Preparation of the report (1)

What to do



- Summarize the main premise and implications of the document in a couple of opening sentences
 - It should point out the strengths and weaknesses of the study
 - Write your comments in a clear and organized way, ideally in a numbered list
 - List important and minor issues separately, and clarify whether any suggested revisions are desirable but not essential
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- Use the confidential comments section only for information that may be sensitive/contentious
 - Carefully review your report before submitting it

Preparation of the report (2)

What not to do



- Criticizing the work without providing concrete suggestions for improvement
 - Provide your overall recommendation on acceptance or rejection
 - Use offensive language, or make personal comments
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- List many of your own references for authors to cite
 - Flag each typo, spelling or formatting error
 - Being completely negative: all manuscripts have something good

Preparation of the report (3)

Final comment



- Giving a negative opinion without making suggestions for improvement is useless and does not meet the goal of peer review: to improve the quality of scientific manuscripts
- From the editor's point of view, a report that is too superficial can be worse than no report at all, as it does not support their overall decision and, if rejected, may lead to an appeal.

Thank you for your work as a reviewer, essential for the continuous improvement of the quality of the

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