Guidelines for course project revisions

You have now received feedback on your draft submissions from me and two of your peers (or peer groups). Improving your work based on such reviews is another fundamental cornerstone of doing science, but is also encountered in almost any other type of work.

As soon as you are granted a budget, you likely have to write a report on what you did with the money. Or the budget may be allocated based on an internal or external funding proposal. If the report or the proposal is important to you, you may want to collect a friendly review from your boss and/or colleagues.

Also, in any type of publishing situation your work will be reviewed by arms-lengths experts as well as by the editor or publisher. While this does not guarantee that all work that gets published is good, and neither guarantees that good work gets published, it is an important quality control filter for scientific progress to be somewhat efficient.

In all the above situations, you may find that peer feedback may be contradictory (opposite recommendations or evaluations from different reviewers), downright hostile especially if anonymous, sometimes petty and often superficial. Almost always, the reviews also contain nuggets of wisdom and valuable hints on which aspects of your work need to be improved (even if the recommendations are bad).

General principles for dealing with reviews and feedback

Here are some important tips on how to deal with such feedback:

- Do not follow every piece of advice. Reviewers are likely to get something wrong, unless they are
 profoundly more experienced than you. They spend half an hour to a few hours thinking about your
 work, while you spent days and weeks, perhaps months and years. Nevertheless, they may have
 good ideas that you should consider.
- Most of the time, peer-review is a voluntary activity with people spending time to help you. Always be polite and appreciative when you reply to their suggestions, even if you ultimately decline making changes. In the end, it's your name on the publication, or your money that's at stake. Use your good judgment. An editor wants to see that good judgment: if you follow poor advice it raises red flags.
- If two independent reviewers make the same suggestion or raise the same concern, that's a very strong indicator that something is wrong with your work, even if you think you are right (that's again the power of an indepedent replication, n=2 or more)! If you are sure that both reviewers are wrong, you have to explain things better, often by directly saying what you DO NOT mean.
- If one of your reviewers is in a position of power (your boss, an editor, a publisher, a granting agency representative, or a course instructor;-) you are usually well advised to take their suggestions rather seriously. Do not hesitate to approach them for clarification or for discussing a point. However it is usually unwise to ignore their requests and recommendations without providing a truly compelling reason.
- Depending on the format of the peer review, you would want to get back in some form to your original reviewers, telling them what you changed and what you didn't. That can range from an informal email to a very comprehensive point-by-point reply or systematic rebuttal to every comment and concern.

Reply to feedback in this class and final submission

For this class project, I would like to keep the reply to reviewers fairly limited and your workload low in this regard. No need to elaborately defend your decisions on which advice and suggestions you followed and which one not. Instead, simply indicate with comment bubbles what you did and didn't do. Only minimal explanations are needed here.

I would like to see your good judgment in what advice you deem valuable and which one perhaps not. I do have your draft websites saved as a reference for how your final submission has been improved over the draft submission, but just to avoid me overlooking something important. Add to the end of my comments anything major that you added or that you improved and that was not part of my suggestions.

For your final submission, send me the following by the deadline posted on e-class: (1) a link to your final course-project website, (2) a link to the final 5-minute presentation, (3) your individual contribution statement if you worked in a group, and (4-6) three annotated attachments (Andreas' comments.docx, Review1.docx, Review2.docx) that briefly describe how you have addressed all comments and suggestions, plus any major changes and additions beyond the comments. This may look like the screenshot below, using Word's review and commenting tools:

