

PREREVIEW REVIEW COMPOSITION DOCUMENT

This document contains instructions for Live Review participants to guide them in the collaborative writing of the review.

On **[DATE]** you participated in the collaborative discussion of this preprint **[ADD DOI]**. We are now going to put together the fruits of that discussion into a review and publish it on [PREreview.org](#).

- **[DATE]** - Collaborative review discussion notes **[ADD LINK]** ([Template](#))

WHAT WE EXPECT OF YOU

- **By [DATE]**, please review and email us your preferred [identity option](#)
- **By [DATE]**, please draft the summary paragraph and list the minor and major concerns [as explained below](#)
- **By [DATE]**, please read and make the final edits to the review

WHAT YOU CAN EXPECT OF US

- We will **help coordinate the asynchronous collaborative writing** of the preprint review in this document and make sure the narrative of the review is coherent and constructive.
- We will **publish the review on [PREreview.org](#)** respecting your choice of identity disclosure - we aim to publish the review no later than **[DATE]**.
- We will **assist you in creating ORCID and PREreview accounts** or anything else should you need any assistance with this assignment. Please email us at community@prereview.org with any questions or concerns.

PREREVIEW IDENTITY OPTIONS

You have 3 options around how you wish us to name you as a contributor to the review.

TODO: *Please tell us about your choice of identity option by emailing us at*

community@prereview.org by **[DATE]**. Learn more about PRereview and ORCID in our [FAQ section below](#).

1. NO RECOGNITION (no account registration required)

- *You choose this option if you don't want to have your real identity associated with the review and don't want to register for an account online.*
- *This means that there will be no way for you to prove that you were part of this effort and that you contributed to providing feedback to this preprint.*

2. PSEUDONYMITY (ORCID and PRereview account registration required)

- *You choose this option if you don't want to have your real identity associated with the review but are comfortable with registering your name on [ORCID](#) and creating a PRereview account.*
- *This means that if you have not already, you will need to create an ORCID account and communicate to us your ORCID iD name. We will use those credentials to create a PRereview account (read more about our [Privacy Policy](#)). A PRereview account will give you access to two names with which you can sign your reviews: one is your "PRereview Pseudonym" which is a preassigned and uneditable combination of an animal and a color (e.g., yellow penguin), and one is the name corresponding to your ORCID iD, here referred to as your "Public name". If you choose this option, your Pseudonym will be displayed as one of the authors of the review, but only you¹ (if you don't share your Pseudonym with anyone) will know your real identity.*

3. OPTION 3: PUBLIC IDENTITY

- *You choose this option if you are comfortable with creating an ORCID and PRereview account and you want to sign the review with your name so that it links to your scholarly record and you can get recognition for your contribution to this review.*
- *This means that as in option 2, you will have to create one account on ORCID and communicate to us your ORCID credentials so that we can create a PRereview account. As a result, the name associated with your ORCID profile*

¹ PRereview staff can also access your identity in our database should a violation of [Code of Conduct](#) be reported. We will never share your PRereview Pseudonym with anyone, and it is not something we access unless there is a need to communicate with a preprint review author or to temporarily or permanently block their account.

will be displayed in full as one of the authors of the review, and you will be able to point to it as part of your contribution to the open preprint review.

PREPRINT REVIEW COMPOSITION

Preprint Title: [INSERT TITLE AND SERVER]

DOI: [INSERT DOI]

Respecting your choice of authorship identity we will add your names (or not) to the list of preprint review authors on the published version on PREreview.org. Text in blue contains instructions on how to collaboratively compose this review and will not be included in the final review.

This review is the result of a virtual, live-streamed preprint journal club organized and hosted by PREreview and [INSERT NAME OF PARTNER ORG] as part of a collaborative Live Review. The discussion was joined by X people in total, including [ADD NUMBER OF AUTHORS, EDITORS, FACILITATORS ETC AS APPLICABLE]. We thank all participants who contributed to the discussion and made it possible for us to provide feedback on this preprint.

Summary paragraph: Overview, take-home message, positive feedback

*Please use the group answers to **questions 1-6** given during the discussion and pasted below for reference to write the review's summary paragraph. Some folks may have also answered other questions that were optional. We invite you to check those out too to help draft the Summary paragraph.*

Relevant discussion notes copied and pasted from the collaborative notes document:

Research question

- .
- .
- .

Research approach

- .
- .
- .

Research finding(s)

- .
- .
- .

Research relevance

- .
- .
- .

Summary

[...]

Below we list major and minor concerns that were discussed by participants of the Live Review, and, where possible, we provide suggestions on how to address those issues.

Evidence and Examples: Major and Minor Concerns + Constructive Feedback

*Next, we want to list our concerns dividing them into Major and Minor. To do that, please refer to the group answers to **questions 7-17** given during the discussion and pasted below.*

Ideally, we want to associate constructive, clear, and actionable feedback to each concern. If you are unsure about something, be honest and say you are unsure. Don't feel afraid to admit if you are not confident about your concerns, or if part of the work is out of your area of expertise.

Relevant discussion notes copied and pasted from the collaborative notes document:

Concerns with techniques/analyses

- .
- .
- .

Details for reproducibility of the study

- .

- .
- .

Figures and tables

- .
- .
- .

Limitations discussed

- .
- .
- .

A list of major and minor concerns + feedback/suggestions starts here

List of major concerns and feedback:

- .
- .
- .

List of minor concerns and feedback:

- .
- .
- .

Concluding remarks

We thank the authors of the preprint for posting their work openly for feedback. We also thank all participants of the Live Review call for their time and for engaging in the lively discussion that generated this review.

-----review ends here-----

FAQs REGARDING ORCID AND PREREVIEW

What is an ORCID iD?

An ORCID iD is a persistent identifier that is unique to you. It is meant to uniquely identify researchers to make sure scholarly output is associated with the right author. You can imagine, for example, that there are more people than just you with your name, so having a unique identifier can ensure that the right researcher is recognized for the work they published.

Do I have to be a researcher to register on ORCID?

No. An ORCID iD is used to track contributions to the scholarly record so it only makes sense to have one if you want to contribute to it, but anyone can create one. Within the scope of the open scholarship movement, the use of ORCID is to elevate preprint reviews to be recognized as scholarly contributions.

Here you can read more about ORCID's [mission](#) and [vision](#).

How do I register my ORCID iD?

Here is a [VIDEO ON HOW TO CREATE YOUR ORCID iD](#). Note that you have full control over what content may be associated with your scholarly record and who sees that content.

Also note that when you sign up to PREreview, we will import basic information you made publicly available on your ORCID profile to your PREreview profile—e.g., your name, your biography, your list of publications, and your publicly shared email address(es). If this information is set to private, none of it will be imported to your PREreview profile.

How do I make a PREreview account?

We are in the process of releasing new website features and workflows. As of today, the way to make an account is to [start reviewing a preprint](#), and our review process will take you through everything from logging in with your ORCID ID to publishing your review. *But for the purposes of this collaborative review, we will create your PREreview account if you don't have one already.*

FURTHER RESOURCES

- Open Reviewers Toolkit - published on Zenodo under CC BY 4.0
 - [Bias Reflection Guide](#)
 - [Reviewer Guide](#)
 - [Review Assessment Rubric](#)
- On the [PREreview](#) resource page, you will find resources to
 - learn more about our project
 - how to write a review
 - start a preprint journal club
- On the [PLOS Reviewer Center](#) with resources on [how to write a constructive review](#) and much more.