

Assignment #11: Rebuttal & Revision

In Assignment #9 you wrote an original scientific paper on *Molecular Fluorescent Probes for Biomaterials*, and in Assignment #10 your paper was evaluated by three anonymous peer reviewers. It is the goal of Assignment #11 for you to respond to the comments made by the reviewers. This response involves (a) the preparation of a suitable revision and (b) the writing of the “rebuttal letter” in which you describe the changes made during revision.

[1] Rebuttal is defined as “the speech act of refuting by offering a contrary contention or argument” and genuine rebuttal can be part of dealing with reviewer reports. However, for the most part, you will “respond” by seeking common ground with the reviewers and the editor.

[2] Usually the rebuttal letter and the revision of the paper will be separate files. However, to facilitate the management of A11, it is requested that you include the rebuttal letter as section #1 in the revised paper. Hence, “A11_Webb_et_al.docx” will be the combination of the rebuttal letter with the revision of A09, “A09R_Webb_et_al.docx”, where “the revised paper” now is section #2 and “the revised appendix” now is section #3.

[3] Write your rebuttal letter like a normal, single-spaced business letter. Your address on top, then the address of the editor (Dr. Glaser will serve as editor), the date, an “RE:” field (contains the manuscript title and the names of the authors), and a body between “Dear Editor:” and “Sincerely,”. When constructing the rebuttal letter, follow the structure of the example rebuttal letter distributed in class.

[4] While revising your paper and writing a rebuttal letter, keep in mind: [a] “Compartmentalize” the thoughts expressed by the reviewers. Try to abstract / condense each thought to its key idea. [b] Number the items expressed by each reviewer following the sequence in which they appear (restart at “1” for each reviewer). Experienced reviewers will number their “points”. [c] Respond to each item separately. [d] Respond to all items. [e] You do not need to construct your rebuttal letter in the final sequence. Setup the structure of the rebuttal letter and then

respond to all the “easy” items to “get them out of the way”. [f] Now you deal with the “substantial” points of the reviewers. Do you understand what the reviewers are saying and why they are saying it? Can you address the points with improved documentation / better explanations / better writing / better art? Do you need additional data / references / analyses to address the points? [g] Develop a response strategy and implement. Try to avoid major paper reorganization.

[5] Finally, there is one editorial request. Make sure you have an abstract; if you did not write one as part of A09, write an abstract now as part of A11. **In addition, prepare a graphical abstract following the JOC guidelines for content and format.** Abstract and Graphical Abstract should appear on p. 1 of the revised paper right below the title, author and affiliation information, and “Introduction” starts on p. 2 of the paper.

Submission & Target Dates: The assignment must be completed with MS Word. Write your revision in a file with filename “A11_’author-names’.docx”. Email the revision as attachment by Tuesday, 04/26/11, midnight. Bring three stapled hardcopies to class on Wednesday, 04/27/11. The hardcopies of the revisions will be distributed to the previous reviewers for final assessment by rubric-based peer review. The rubric-based peer review sheets will be collected in class on Friday, 04/29/11. After tabulation and analysis, the outcomes of A11 will be returned to on Monday, 05/02/11 in class.