



WELCOME to this Live Review

[PREreview](#) is an open project with the mission of bringing more diversity to scholarly peer review by supporting and empowering communities of researchers, particularly those at early stages of their career (ECRs), to review preprints.

*This is a **TEMPLATE** document the PREreview team uses to run live reviews on Zoom. If you wish to use this template, please MAKE A COPY of this document and modify it as you see fit.*

Instructions are in italics. More on PREreview Live Reviews can be found [here](#).

WHEN

Date / Time / Link to find time in your time zone (e.g., [the time zone converter](#))

PREPRINT TITLE

Title / DOI + link

WHERE

Videoconference link goes here

KNOW BEFORE YOU JOIN

[The information below is for participants to read before the event and should be talked about by facilitators at the beginning of the call.]

- This call will last 60 minutes. *[sometimes we run 90m events]*

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- **Live-caption services will be available via [Otter.ai](#).** The audio recording and the transcript from this call will be shared with all participants and event organizers.
- You are invited to read the preprint **before** the call, but this is not a requirement to join the discussion. EVERYONE is WELCOME!
- This is a **collaborative document** and everyone is invited to take notes. If you want, you can identify your comment by inserting your name or pseudonym in the roll call and then in front of each comment throughout the doc (e.g., Margot: blah, blah, blah).
- The goal is to aggregate comments from this discussion and review and share a PREreview on <https://prereview.org> within the next few days. Please, add an ***** next to your name in the ROLL CALL below if you would like to be contacted after this call and contribute to writing the final full PREreview.
- We will alternate between “silent writing 🖋️” and “open mic 🗣️” discussion to allow everyone to express their feedback.
- If you are new to the PREreview community, please read our **[Code of Conduct](#)** carefully. By joining and remaining on the call, you will agree to respect it.
- If you have questions about the format or any other concern, please ask the call facilitators (see below).

TO DO AFTER YOU JOIN THE CALL

- Sign in at the ROLL CALL below
- Please **silence your mic** so that we don't get too much echo. If you need to ask a question please feel free to jump in or write in the video conference chat tool
- To contribute please ask questions either in the dedicated spaces below, in the chat, or by unsilencing your mic during the call when prompted. Please do write down your thoughts when possible as it will help us put together a complete review for

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the authors by aggregating all the discussion points. **Note:** we won't assign specific comments to your name on the review.

- If you have any questions about the format of this call, please add them here
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ROLL CALL (please add the info as indicated below, all fields being optional)

- *name (full or just first) | affiliation | career level | location | twitter (if any) | * if you want to be an author on the final review*
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INTRODUCTIONS

CALL FACILITATOR(S)

- Name / email address if you want to be available for questions afterwards

[One or two call facilitators will guide participants through the call ensuring everyone has the opportunity to contribute. It is the facilitators' responsibility to enforce the Code of Conduct (see below) creating a safe space for everyone to express their constructive criticism. Facilitators are expected to organize the call, find the expert, and inform participants beforehand about logistics of this call and expectations. One facilitator should be in charge of monitoring the chat in the video conferencing tool of choice to ensure questions from participants are seen and answered,

and of taking notes in this document. For additional insights on how to be a good facilitator of a virtual chat, [check out this resource](#)

DISCUSSION CHAIR (optional)

Name / email address if you want to be available for questions afterwards

[A researcher in the field of the preprint topic who has agreed to lead the conversation. The discussion chair is expected to introduce themselves and optionally give a big picture summary of the preprint before the discussion begins. They will also be expected to lead the conversation throughout the discussion by unmuting and provide some insight around the question asked. They are not expected to be the only ones talking and providing the feedback, but rather work alongside the facilitators to help other participants contribute. It's important to note that the level of engagement of other participants can change dramatically from one call to another. The Discussion Chair is expected to assess the situation and modify their level of engagement in accordance to other participants' engagement. The Discussion Chair is not responsible to moderate the engagement of other participants or to intervene should there be disruptive behavior as that is the role of the facilitators.]

PREPRINT AUTHOR(S) (optional)

Name / email address if you want to be available for questions afterwards

[Preprint authors are usually invited by the call facilitators to join the discussion. If they are present, they are asked to briefly introduce themselves and identify areas of the manuscript where they are looking for specific feedback and ideas. They are then asked to remain silent unless asked questions directly. They will be invited to speak again at the end of the call to comment on the discussion and provide additional insight. Having the authors at the event has always been a positive experience for us and the participants, so we highly recommend it.]

PARTICIPANTS' INTRODUCTIONS (if fewer than 10 people)

If you feel comfortable, please unsilence your mic and tell us your name and where you are calling from.

Any questions before we start?

[Facilitators invite participants to unmute their mic to ask the question or write it below. Facilitators need to check questions here, in the chat of the video conference tool, and read them aloud if the participants who asked it does not want to vocalized it themselves]

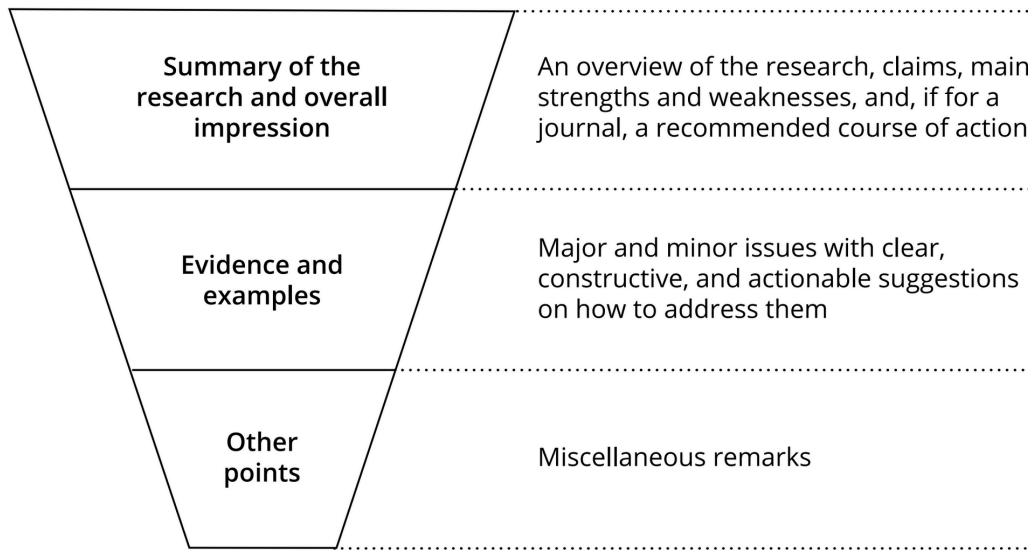
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GROUP DISCUSSION +

Let's get started with the journal club discussion!! Remember to **keep your feedback clear, constructive, and actionable!**

[Below are a series of questions designed to make it easier to then assemble a coherent review. Facilitators should select questions that are appropriate for the preprint. We recommend selecting 10 questions out of those below to go over during the call in the interest of time.]

We will go through some questions with the goal to then assemble a final full PRereview. The following questions are designed to make it easier to then assemble a coherent full PRereview, following a review structure as represented below (modified [PLOS Peer Review Template: A quick guide for new peer reviewers](#)).



Note: We will alternate between “silent writing 🖋️” and “open mic 🎤” discussion to allow everyone to express their feedback and thoughts in their preferred style of communication.

[Facilitators, please make sure to take notes when comments are made vocally.]

SUMMARY OF THE RESEARCH AND OVERALL IMPRESSION

1. What is the main question the study attempts to answer? What's the hypothesis? (open mic time 🎤)

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2. What did you find most interesting about the research? 🖋️

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3. What are the main findings? 🎤

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4. What is the approach? What did the authors do to address their research question? (silent writing)

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5. How does the manuscript relate to published literature on this topic? How would the results lead to future research? (optional)

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6. What is one main strength and one main weakness? (We'll gather these points at the end)

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EVIDENCE AND EXAMPLES

For this entire section, optionally add an "M" for major issues or an "m" for minor issues next to your answer.

METHODS / DATA

7. Are there any issues with the techniques/analyses that the researchers adopt to test the research question? Are these approaches appropriate to best address the research

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question? Are suitable controls in place? Were the data interpreted accurately? Are the statistical methods robust? 📝

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***Note for facilitators:** *Now discuss possible suggestions for each issue*

8. Is sufficient detail provided to allow the reproduction and validation of the study? 🗣️

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9. Does the study conform to ethical guidelines?

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10. Does the manuscript include new data? Are the data used in the manuscript openly available? If so, paste the link.

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11. Is the source code for the analyses openly available? If so, paste the link.

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FIGURES / TABLES & RESULTS

[PASTE FIGURE(S) & TABLE(S)]

12. Write here any specific comment/note about figures/tables (this could be related to the way data are displayed and your ability to understand the results just by looking at the figures including legends, axes labels, and visualization type). 📝

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***Note for facilitators:** Now discuss possible suggestions for each issue

13. Does the manuscript text support the data shown in the figures/tables? PLOS reminds us, "Do not just take the figures and tables at face value."

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DISCUSSION

14. Are the conclusions supported by the data or do they overreach? 🗣️

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***Note for facilitators:** Now discuss possible suggestions for each issue

15. Are limitations to the approach discussed? 📝

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16. Have the authors adequately discussed ethical concerns?

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OTHER POINTS

FINAL REMARKS ABOUT THE MANUSCRIPT

17. Write here any additional comment you might have (this includes overall suggestions on how to improve the readability of the manuscript). 📝

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18. Would you recommend this manuscript to others to read?

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19. Would you recommend this manuscript for journal publication?

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20. What one thing from this work have you learned?

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21. Use this space to declare any competing interests - for example you are or have been a collaborator of one of the authors of this manuscript, or you are a direct competitor of the research laboratory conducting the study in this manuscript

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WHAT TO EXPECT AFTER THE CALL

- [ADD INFO ABOUT REVIEWS, VIDEO AND TRANSCRIPT POSTING]
- [ASK FOR VOLUNTEERS TO ASSEMBLE FINAL REVIEW]
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THANK YOU FOR YOUR PARTICIPATION!!!.

FEEDBACK ON THIS CALL

We are keen to improve this format, so **take a few minutes to complete this short feedback survey or send us your comments at contact@prereview.org**. Thank you!!

- [ADD LINK TO ANONYMOUS FEEDBACK FORM]

STAY CONNECTED:

PREreview newsletter: <https://mailchi.mp/97886570610a/prereview-newsletter-signup>

Twitter: @PREreview_ / Mastodon: @prereview@mas.to

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
- Use [this form](#) to start and/or requests our help to start a live-streamed preprint journal club
- On the [PLOS Reviewer Center](#) with resources on [how to write a constructive review](#) and much more.
- *[Please share more resources you know of here]*