

Sentences for the Peer-reviewing Process

You can use and adapt these sentences to communicate with editors. See also

- **Information Sheet 12: Understanding the Peer-reviewing Process**

Initial Cover E-mail

You can use the covering e-mail to

- show how your paper is suitable for the journal
- give the title of the manuscript and the author(s)' names
- highlight specific aspects that show the novelty and significance of the research
- identify any points that may raise questions for the editor, e. g., paper length
- say you look forward to the referees' comments.

Potential sentences

- *You will find attached a paper entitled ... for consideration by your journal*
- *The research deals with the topic of ...*
- *We believe the research is suitable for publication in your journal because ...*
- *The reported research is original work by the authors and has not been offered for publication elsewhere.*

Responses to Reviewers' Concerns

- *As advised, we have re-worded this paragraph/sentence/section.*
- *We have shortened this section as requested.*
- *All corrections suggested by Reviewer X have been included in the revised text.*
- *We appreciate the reviewers' comment(s) and consider that the revised document covers all points mentioned.*
- *We would like to thank the reviewer for drawing our attention to this reference and have included it in our text.*
- *We have provided the suggested emphasis by reporting in more detail on the topic.*
- *We agree with the reviewer's recommendation and have changed the format accordingly.*
- *We confirm the reviewer's suspicions. We apologize for any lack of clarity and trust that our extended explanation can allay the concerns .*
- *We understand and appreciate the reviewer's concern and have revised the text accordingly.*
- *We have re-worked the introduction to emphasize the reviewer's valid point.*
- *Our revised text reflects the reviewer's comments.*
- *Thank you for this comment. Our argument was indeed misleading. We have added further information to this section to clarify the points.*
- *We gladly/gratefully accept the reviewer's suggestion and have implemented/ included the changes.*



Worksheet 12

Version 1/2020:

WRITE ENGLISH GBR



- *The reviewer's proposal has been implemented, with thanks.*
- *As suggested, we have changed the misleading wording.*
- *We agree that the focus was not clear. We hope that we have rectified this issue with the substantial changes in paragraphs X and Y in the introduction.*
- *The reviewer's point is well made. We have made the necessary changes to the text in Section X.*
- *Thank you for this comment. We believe it contains two aspects. First Second*
- *We have taken up the reviewer's suggestion and have described more explicitly ...*
- *The question in this comment is answered by the added text in Section X.*
- *We have referred to this issue in a previous comment (see comment X).*
- *This is an important question. We reflect on it in the revised Section X.*
- *Thank you for this suggestion. We have adapted the text where we felt it was necessary/ We have adapted the text accordingly.*
- *We hope our re-write has clarified the point made by the reviewer.*
- *Thank you for pointing this out. We have re-worded the text to clarify our intention.*
- *This suggestion is accounted for in Line X*
- *We appreciate the reviewer's comment. Nevertheless, we consider that ...*
- *We would like to thank the reviewer for drawing our attention to this interesting reference. However, we have decided against including it in our article because ... (e.g., it covers the connected but not directly relevant topic of ...).*
- *In response to the reviewer's comment about Line X, we would like to clarify that ...*
- *We appreciate the reviewer's concern about digressing but consider that inclusion of this information is essential to avoid confusion with ...*

Cover E-mail Following First Revision

- *Thank you for considering our article for publication.*
- *You will find attached our revised text and a text with our responses to reviewers' concerns.*
- *You will find attached our revised text, and we have responded to reviewers' comments below.*
- *Thank you for your and the reviewers' responses to our article.*
- *We are grateful for the opportunity to re-submit the article.*
- *All changes to the original text have been underlined/marked.*
- *Please note, for simplicity, spelling and grammar corrections have not been marked.*
- *In particular, we would like to note that ...*
- *A native speaker has proofread the revised manuscript.*
- *We consider that the reviewers' suggestions have greatly improved our article and are looking forward to your final decision about publishing the article.*



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