**国际期刊审稿流程与要点**

清华大学自动化系

张贤达

电话：62794875

zxd-dau@tsinghua.edu.cn

**目录**

1. **国际期刊审稿流程**
2. **审稿要点**
3. **论文写作要点**
4. **论文修改要点**
5. **如何改进英文表述**
6. **国际期刊审稿流程**

* 作者投稿（以电子投稿为例）
* Editor in Chief 或其办公室选择Associate Editor
* Associate Editor选择Reviewers
* Reviewers审稿
* Associate Editor作决定
  + AQ：Publish in Minor, Required Change
  + RQ：Reject (Rewrite Again After Major Changes)
  + R：Reject (Paper Is Not Of Sufficient Quality Or Novelty To Be Published In This Transactions)
* 作者投送修改稿
* Associate Editor组织第2次审稿
  + Reviewers审查作者对审稿意见的回答意见
  + Reviewers审查修改稿
* Associate Editor作决定
  + 发表
  + 小修改后发表
  + Reject

1. **审稿要点**

I. REVIEW

Please expand and give details in Section III.

A. Suitability of topic

1. Is the topic appropriate for publication in these transactions?

( ) Yes

( ) Perhaps

( ) No

2. Is the topic important to colleagues working in the field?

( ) Yes

( ) Moderately So

( ) No (explain: )

B. Content

1. Is the paper technically sound?

( ) Yes

( ) No (why not? ) </P>

2. Is the coverage of the topic sufficiently comprehensive and balanced?

( ) Yes

( ) Important information is missing or superficially treated.

( ) Treatment somewhat unbalanced, but not seriously so.

( ) Certain parts significantly overstresses.

3. How would you describe the technical depth of the paper?

( ) Superficial

( ) Suitable for the non-specialist

( ) Appropriate for the Generally Knowledgeable Individual Working in the Field or a Related Field

( ) Suitable only for an Expert

4. How would you rate the technical novelty of the paper?

( ) Novel

( ) Somewhat Novel

( ) Not Novel

C. Presentation

1. How would you rate the overall organization of the paper?

( ) Satisfactory

( ) Could be improved

( ) Poor

2. Are the title and abstract satisfactory?

( ) Yes

( ) No (explain: )

3. Is the length of the paper appropriate? If not, recommend how the length of the paper should be amended, including a possible target length for the final manuscript.

( ) Yes

( ) No

4. Are symbols, terms, and concepts adequately defined?

( ) Yes

( ) Not always

( ) No

5. How do you rate the English usage?

( ) Satisfactory

( ) Needs improvement

( ) Poor

6. Rate the Bibliography.

( ) Satisfactory

( ) Unsatisfactory (explain: )

D. Overall rating

1. How would you rate the technical contents of the paper?

( ) Excellent

( ) Good

( ) Fair

( ) Poor

2. How would you rate the novelty of the paper?

( ) Highly Novel

( ) Sufficiently Novel

( ) Slightly Novel

( ) Not Novel

3. How would you rate the literary presentation of the paper?

( ) Totally Accessible

( ) Mostly Accessible

( ) Partially Accessible

( ) Inaccessible

4. How would you rate the appropriateness of this paper for publication in this IEEE Transactions?

( ) Excellent Match

( ) Good Match

( ) Weak Match

( ) Poor Match

II. RECOMMENDATION

( ) A Publish Unaltered

( ) AQ Publish in Minor, Required Changes (as noted in Section III)

( ) RQ Review Again After Major Changes (as noted in Section III)

( ) R Reject (Paper is not of sufficient quality or novelty to be published in this Transactions)

( ) R Reject (A major rewrite is required. Author should be encouraged to resubmit rewritten paper at some later time.)

( ) R Reject (Paper is seriously flawed; do not encourage resubmission.)

III. DETAILED COMMENTS

Please state why you rated the paper as you did in Sections I and II. If you have indicated that revisions are required, please give the author specific guidance regarding those revisions, differentiating between optional and mandatory changes.

1. **论文写作要点**

引言是吸引审稿人眼球的关键部分。

引言的写作要点：

* 本文所涉及的研究对象和领域的重要性

体现选题的重要性以及作者文献综述、总结的能力

* 总结本文的主要贡献与创新点

Reviewer又称Referee,不要指望审稿人替你总结你的论文的主要贡献和创新。审稿人的责任是裁判你所总结的本文主要贡献和创新点(original contribution, fill in some gap, extension, generalization, important improvement)是否属实，是否有价值？

正文的写作要点：

* 物理问题数学化，数学结果物理化。

数学化可避免单纯就事论事，使你的研究问题具有更加广泛的代表性。数学结果的物理解释或涵义可以突出该结果的重要性和可信性，具有启迪的作用。

* 引用他人的结果、结论或观点，一定要注明。
* 本文主要贡献与创新点的论述
  1. 千万不要遗漏引用提出重要或者典型理论、方法的有关文献。否则，将会被锯！
  2. 阐明你有关理论、方法的idea！
  3. 与现有主要理论或方法的比较(有比较，才有鉴别)：理论和实验比较。
* 繁琐的证明或推导宜以附录形式给出。
* 对重要的结果可以使用Remark形式加於注释和加强说明。
* 保证推导和证明的正确性。
* 注意数学结果的几何解释和物理涵义说明。

实验的写作要点

* 不能一言堂，一定要与其他典型或者重要方法进行比较。
* 实验模型或者参数最好选择典型的、普遍采用的模型或参数。
* 实验结果应该是几百次以上的统计结果。
* 图的文字标注清楚，不用读正文即可看懂图。
* 对实验结果，应该有自己明确的结论。

结论的写作要点

* 总结本文的主要贡献与创新，与引言相呼应。

论文采用的标准：

* 有创新。
* 高质量。

质量低的创新（与现有理论/方法相比较，无明显效果和意义）通常不会被录用。

1. **论文修改要点**

* 认真按照审稿人的意见修改。
* 写一个Response to Reviewers’Comments, 详细说明你是如何按照审稿人意见进行修改的（别忘了感谢Associate Editor和Reviewers的Comments and Suggestions，千万不要与审稿人辩论）。
* 回答不了的问题可以作为待研究的问题在结论中提出。

1. **如何改进英文表述**

* 在阅读英文文献的时候，认真将一些好的句型记下来，并且加以分类（Introduction, Text, Simulations, Conclusion)存储。
* 灵活调用有关句型。

例：

We summarize by itemizing what is new in this paper.

The authors were motivated by two distinct engineering and physics applications.

The author's original motivation for studying this problem came from a response to …

The remainder of this paper is organized as follows.

We now outline this paper.