



Open Data Barometer - Getting started


Responding to reviews - v1.0 21st July 2015

Your survey responses have been spot checked by your research coordinator or reviewed by a peer reviewer. Your task is now to work through each comment and to address them by either:

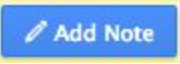
- Updating your sources, justification and/or scores accordingly; or
- Explaining why no change is needed.

In every case you should add a note in response to the reviewers comments explaining any changes you have made, or why you think changes are not required. Bear also in mind that when the comments are on general issues those need to be addressed for all similar issues in the survey even if just raised on a specific one .


Finding and responding to comments

Outstanding comments are indicated by the blue  speech bubble icon next to a question justification or score (and at the left-side menu). Clicking the icon will display the coordinator or reviewer comments.

Read these comments carefully and make the required changes to the sources, justifications and/or score sections. You can then add your response to the coordinator or reviewer using the

 button in the comment dialogue. The number of remaining comments to be addressed in each section is shown in the left-hand menu.

Resolving comments

Comments can be marked as resolved clicking on the  icon. However, **only the coordinator or the peer reviewer should mark comments as resolved. Please do not use this unless instructed otherwise by your coordinator.**