Guidance for Internal Review of Outputs, SGUL REF2021 submission

Excel file

In the attached excel file we provide

- the title and doi or SORA link for the paper. Please click or use a google search to access the paper. If you have any problems accessing the paper, please contact sora@sgul.ac.uk.
- the name of the author that we will likely attach to the paper (although it is still possible we will submit under another author's name). The name should help you identify eligibility of the author and the paper.
- The WoS citation score in Feb 2020. This is for comparison with the citation tables/contextual data provided by REF2021, and to assist with identifying if the paper is in the top cited 1%, 5%, 10%, 25%, or 50% in its field for the year of publication.

Please fill out –

- Is the paper and author eligible for submission. Yes, not sure, no. (see note 1 below)
- Score the paper based on REF2021 eligibility criteria to one decimal place, between 1.0 – 4.0. (see note 2 below)
- Comments, optional. Please let us know if you have any concerns, questions, caveats etc. about your responses.

Note 1. Is the paper assigned to this author eligible for submission?

At this stage we are specifically focused on author contribution.
If there are 16 or more authors, and the nominated author is not the lead or corresponding author, does it clearly state in the manuscript both –

a. The author made a substantial contribution either to the conception and design of the study; or to the organisation of the conduct of the study; or to carrying out the study; or to analysis and interpretation of study data.
And
b. The author helped draft the output; or critique the output for important intellectual content.

This contribution should be clearly stated in the manuscript. If it is not, please flag it up for us.

Note 2 – How to score the paper.

Scores

The criteria for assessing the quality of outputs are 'originality, significance and rigour'	
Four star	Quality that is world-leading in terms of originality, significance and rigour.
Three star	Quality that is internationally excellent in terms of originality, significance and rigour but which falls short of the highest standards of excellence.
Two star	Quality that is recognised internationally in terms of originality, significance and rigour.
One star	Quality that is recognised nationally in terms of originality, significance and rigour.

Unclassified	Quality that falls below the standard of nationally recognised work. Or work which does not meet the published definition of research for the purposes of this assessment.

Source - https://www.ref.ac.uk/publications/guidance-on-submissions-201901/ Annex A

Please provide your scores to one decimal place, e.g. 3.5. Score as you see it and do not worry too much about what other internal reviewers are doing. We will contextualise your scoring and use it as part of a bundle of measures to rank papers from the same author as well as between fields.

1* paper range is 1.0 to 1.9

2* paper range is 2.0 to 2.9

3* paper range is 3.0 to 3.9 (special area of focus)

4* paper range is 4.0 (only)

Assessment criteria

'Originality will be understood as the extent to which the output makes an important and innovative contribution to understanding and knowledge in the field. Research outputs that demonstrate originality may do one or more of the following: produce and interpret new empirical findings or new material; engage with new and/or complex problems; develop innovative research methods, methodologies and analytical techniques; show imaginative and creative scope; provide new arguments and/or new forms of expression, formal innovations, interpretations and/or insights; collect and engage with novel types of data; and/or advance theory or the analysis of doctrine, policy or practice, and new forms of expression.

Significance will be understood as the extent to which the work has influenced, or has the capacity to influence, knowledge and scholarly thought, or the development and understanding of policy and/or practice.

Rigour will be understood as the extent to which the work demonstrates intellectual coherence and integrity, and adopts robust and appropriate concepts, analyses, sources, theories and/or methodologies.

In assessing outputs, the sub-panels will look for evidence of the quality of the output in terms of its originality, significance and rigour, and will apply the generic definitions of the starred quality levels.

The sub-panels will look for evidence of some of the following types of characteristics of quality, as appropriate to each of the starred quality levels:

- scientific rigour and excellence, with regard to design, method, execution and analysis

- significant addition to knowledge and to the conceptual framework of the field

- actual significance of the research

- the scale, challenge and logistical difficulty posed by the research

- the logical coherence of argument

- contribution to theory-building

- significance of work to advance knowledge, skills, understanding and scholarship in theory, practice, education, management and/or policy

- applicability and significance to the relevant service users and research users

- potential applicability for policy in, for example, health, healthcare, public health, food security, animal health or welfare.

Unless there is sufficient evidence of at least one of the above, or the definition of research used for the REF is not met, research outputs will be graded as 'unclassified'.

The sub-panels will use citation information… as part of the indication of academic significance to inform their assessment of output quality.'

Source - https://www.ref.ac.uk/publications/panel-criteria-and-working-methods-201902/ Paragraphs 190 – 201.

For additional guidance please refer to the presentations discussed with SGUL staff available here – https://www.sgul.ac.uk/research/our-impact/research-excellence-framework/ref-2021 Outputs and Guidance for the CRIS REF Assessment of Outputs

A note on Reviews – SGUL will not be submitting review articles, but may submit systematic reviews, preferably registered in Prospero, which will be judged by the criteria of originality, significance and rigour. Citation scores are compared to other reviews.

Citation data - https://www.ref.ac.uk/guidance/citation-and-contextual-data-guidance/ links to the excel file Contextual Data February 2020 and the scores used to calculate the top citation percentages in each field by year (separate tables for reviews). The contextual data provided does not include papers published in 2019 yet, and all the data is due to be updated in September 2020.