Quick Start Guide

Elsevier Reviewer Recommender (beta)

User Interface

Introduction
The Reviewer Recommender is available on Elsevier titles on Editorial Manager. Go to the Editorial Manager Reviewer Selection Summary screen of any manuscript where a decision has not been taken.

Under the hood
Recommendations are generated by an engine that uses the submitted manuscript metadata, everything we know about researchers through Scopus and everything we know about reviewers from Elsevier journals on Editorial Manager to identify up to 100 candidate reviewers.

View Profiles
Click “Go” to open the Reviewer Recommender and see the complete profiles for each candidate reviewer.

Candidate reviewers with similar works are ranked using the following signals in order of importance:

- Also suggested by the corresponding author
- Has previously reviewed for this journal
- The similar works content match score
- Years active as a researcher
- H-index
- Total citations, number of publications and whether they are an Editorial Board Member
Selecting a Reviewer

View Profiles
The Reviewer Recommender main window allows you to browse and filter all candidate reviewers and view their full profile.

Filter recommendation
Filter by h-index, similar works paper keywords and subject area

- System has been designed to generate recommendations within 24 hours of a completed author submission
- This is a beta-version, we would like you to pay extra attention to the credentials of the reviewers
- We support the latest 2 versions of Internet Explorer, Chrome and Firefox
FAQ

How does it work?
We process the (meta) data from the submission system to:
- Select 1000 researchers of similar papers
- Filter out researchers with potential conflicts of interest
- Rank and display the top 100 candidate reviewers
- Enrich the recommended candidate reviewers with additional information (e.g. publication history)

Why are there candidates who are clearly not in the field?
Some manuscripts have a broad range of topics so the pool of reviewers can also be broad. We have a filter you can access in the top left of the screen so you can filter the candidate list to more specific criteria.

How can I filter the results?
In the top left of your screen you will see the white “Filter recommendations” button. You can filter by h-index, author keywords and Scopus subject area.

How are conflicts of interest addressed?
The recommender pre-filters out authors of the manuscript and any researchers who have co-authored with those authors in the previous three years.

Will the reviewers be added to my journal’s user database?
Yes as long as you complete the workflow in Editorial Manager, by selecting to proposal, set as alternate or invite the selected candidate reviewers from the Reviewer Recommender.

How does this differ from the Find Reviewers (FR) Tool?
Firstly, the scope of meta-data that the Reviewer Recommender uses is significantly more than the FR Tool:
- FR Tool uses author’s publishing history (on Scopus)
- The Reviewer Recommender uses both the author’s publishing history (on Scopus) and their reviewing history for Elsevier journals

Secondly, the Reviewer Recommender is able to apply more advanced algorithms to rank the most likely willing candidates and filter out the riskier candidates based on applying our conflict of interest rules.

Can I still use the Find Reviewers Tool on Editorial Manager?
Yes, you can still use the Find Reviewers Tool in Editorial Manager – the same as today.
Why do I not have recommendations for a manuscript?

The Reviewer Recommender can take up to 24hrs to produce a recommendation.