

## Author's guide - 如何應用再編修服務

本指南是提供給Uni-edit客戶於投稿至國際期刊後，收到期刊需再修改的回覆意見時。

### 投稿前必做

- 您的論文已由Uni-edit為您編修過後，自己做了一些小修正：如果是少量的修正，請送Uni-edit為您免費檢查被修改處；如修改較多或新增文字，請與我們的客戶服務聯絡要求報價。
- 依據Uni-edit編輯的CHECK意見修改。
- 一般說來，如果有修改或新增，投稿期刊前，再交由Uni-edit為您檢視，否則期刊編輯可能於您更改或新增之段落找到錯誤，即使您可能只是刪除某些文字，此舉仍可能導致文法錯誤問題。
- 經過Uni-edit編輯後，建議您於Acknowledgement段落加上下列這段文字 "We would like to thank Uni-edit ([www.uni-edit.net](http://www.uni-edit.net)) for editing and proofreading this manuscript."，降低期刊表示語文問題的機率。

### 充分了解期刊的回覆意見

The journal response letter might look very negative, but often the journal is interested in your paper, but revisions are required. Your priority is to study the journal response letter carefully and understand: 期刊意見回覆可能看起來很負面，但如果要求要再修改時，通常這表示期刊對您的論文是有興趣的。您應先仔細研讀，以便充分了解期刊的意見回覆全文：

- 期刊究竟是完全拒絕我的論文，或是要求我要再修改？
- 期刊要求大量或些許研究內容的修改？

被Uni-edit編修過的論文，即使語文問題被提出，但這通常不會是期刊在第一次回覆時就拒絕您的論文的理由。

### 重新編修前，須先完成依期刊意見修改

期刊回覆信通常會包含許多作者應改進論文的內容及各種建議。這些包括深入的文獻綜述、更多的參考文獻、研究方法、圖表改進、深入的討論、表達清晰的結論、研究建議、統計數據描述以及許多其他建議等。

- 作者優先在所有的內容修訂，作者應優先依據期刊建議修訂內容。然後以新修訂的論文向Uni-edit提出再編修的服務需求。

### 期刊回覆訊息有時不明確

有時期刊會列出各項問題，其中包含 "the writing is not clear enough"，這個問題得由作者來修正，並非Uni-edit，例如：

- 論文內文："The value of alpha was very high". 期刊回覆："This is unclear."
- 論文內文："Without additives, the result was negligible". 期刊回覆："Additives' is unclear."

## 需要被英文母語編輯再編修

許多期刊在回覆信中會有一種一般性聲明。請注意，某些期刊對於非英文母語作者會於回覆信中聲明該論文需要被英文母語人員編修，是因為他們收到的大多數論文都沒有被編修過，該聲明並不意味著您的論文存在語言問題。如果您的論文已被Uni-edit編輯過，較不會被提出語言問題，即使有，也會是很小。

## 期刊審稿者及期刊編輯都對語言問題表示意見

- 有時期刊回覆信一長串問題中，語文問題首先被列出，這並不代表語文是主要問題。如果您的論文已由Uni-edit編輯，語文不太可能成為期刊拒絕的原因。
- 有時只有1或2位審稿人員評論您論文的語文問題，而其他審稿人則未表示有語文問題。通常，這表明語文問題較小且易於解決。
- 有時，審閱者會稱讚英語用法，但其他審閱者則表示有錯誤。通常，這僅表明存在小問題，且審閱者可能為非英文母語人員。
- 有時，該期刊會列出需要被解決的語文或文法問題。這是好消息，通常這意味著該期刊對發表論文感到興趣。Uni-edit可以幫助您解決這些語文問題。

## 為何期刊對我的論文還是有英文語文問題的意見？

經由Uni-edit編修過的文件，期刊有時還是會提出英文語言問題：

- 經英文編輯後，作者進一步的修改（也許只是刪除單詞），引起新的語言問題。
- 作者忽略Uni-edit為使語言表達更清晰的註解(CHECK comments)。
- 僅委託編輯公司編修部分文字。
- 剩下一些很小的英文問題，很容易解決。
- 當期刊提出語意不清，這與文法是無關的。
- 期刊對於英文的要求條件較高，因而要求再編修。
- 期刊會習慣性地提出語文意見聲明，推廣自己的編輯服務（特別當期刊編輯是非母語人士的情況下）。
- 更多情況，請參考 [Why did the journal reviewer say my paper still has language problems?](#)

## 如何委託再編修服務？

請email給我們的客戶服務，客戶服務將針對您的email回應，提供可能的選項和報價，Uni-edit僅在您同意該報價，才會開始進行服務。在email信件中，請包含下列項目：

- 已針對期刊要求修改的論文
- 提供給編輯人員參考的文件，如 figures、images 及 diagrams
- 期刊回覆信和同行評審審稿意見全文 (如果期刊有提供)
- 選擇對您最適當的方案：
  - **Re-edit option 1:** 整篇論文重新編輯，一位編輯人員，享有高折扣（若篇幅增加百分之十以上者，將收取額外費用）。
  - **Re-edit option 2:** 客戶以螢光黃底色標示需要重新編輯的內容，可以是句子、段落或其中一部分。征文只針對您標出的部分進行重新編輯，編輯費按原始委託的編修等級計算，惟如僅標示單詞，會以整句計算。
  - **Re-edit option 3:** 以Level 2或Level 3編修等級全文再編修（2位編輯）。適用於重大修訂前一次的編修結果。

## 更多資訊參考

Video: [What are the common types of rejections from journals?](#)

Video: [What are the main factors to consider when choosing a journal?](#)

Video: [How do peer reviewers deal with poor English?](#)

Video: [How does the peer reviewer influence paper acceptance by a journal?](#)

Video: [Should Non-Native English Speakers comment on the English in a Peer Review?](#)

Video: [How often will my paper submission be rejected?](#)

Text: [The secrets to selecting a target journal and publish faster](#)

# Author's guide - How to use the re-editing service

This guide is for Uni-edit customers who submitted their paper to an international journal and received a response from the journal that indicates revisions are required.

## Do this before journal submission

- You have already used Uni-edit's English editing service and you made some revisions to the text. For minor revisions, Uni-edit will usually check the English on those parts free of charge. For extensive revisions or new text, contact customer service for a quotation.
- Do make revisions based on Uni-edit CHECK comments.
- Generally, try to have your manuscript edited by Uni-edit again before submitting to a journal, otherwise the journal editors will find errors in the English of the parts you changed or added. Even deleting some text can cause major grammatical problems.
- After Uni-edit editing, add to your paper: "We would like to thank Uni-edit ([www.uni-edit.net](http://www.uni-edit.net)) for editing and proofreading this manuscript." to your text. This reduces the chance of the journal reporting language issues.

## Understand the journal response

The journal response letter might look very negative, but often the journal is interested in your paper, but revisions are required. Your priority is to study the journal response letter carefully and understand:

1. Has this journal totally rejected my paper, or are revisions required?
2. What are the major and minor revisions required to the content of the research?

Even if English language problems are noted, if your paper was already edited by Uni-edit, these are almost never the reason for the journal not accepting your paper in the first round.

## Prioritize author revisions, before re-editing

The journal response letter will usually include various suggestions on how the authors improve the research and the content of the paper. These include deeper literature reviews, more references, clarity for the methodology, improvements to figures, deeper discussions, clarity for the conclusions, recommendations for further research, descriptions of statistics, and many other suggestions.

- The authors should prioritize all these content revisions. Use your new revised draft to order re-editing with Uni-edit.

## Missing and unclear details

Sometimes the journal will list problems where the writing is not clear enough, but the problem needs to be fixed by the author, not by Uni-edit. For example:

- Paper reads: "The value of alpha was very high". Journal responded: "This is unclear."
- Paper reads: "Without additives, the result was negligible". Journal responded: "'Additives' is unclear."

## Your paper needs proofreading by a native-speaker

Many journals will put a generic statement like this on the response letter. Please know that some journals do this for all papers when the authors are not native-speakers. It is because most papers they receive were not edited. The statement does not mean your paper has major language issues, and if Uni-edit has already edited the paper, the problems in language, if any, will be minor.

## Peer reviewers and journal editor comments on language problems

- Sometimes, language problems are listed first, in a long list of problems with the paper. This does NOT mean language is the major problem. If your paper was already edited by Uni-edit, language is unlikely to be the reason for rejection by the journal.
- Sometimes only 1 or 2 reviewers will comment on problems in the language of your paper and the other reviewers do not. Usually this indicates that the language problems are minor and easy to fix.
- Sometimes a reviewer will compliment the English usage, but another will find errors. Usually this indicates minor problems only or that one reviewer is a non-native speaker of English.
- Sometimes the journal will list grammar and language problems that need to be fixed. This is good news and typically means the journal is very interested in publishing your paper. Uni-edit can help fix these language issues.

## Why does my paper still have English language problems?

After English editing by Uni-edit, the journal will sometimes report English language problems due to:

- The author made further revisions (perhaps just deleting words) after English editing, introducing new problems.
- The author ignored the Uni-edit CHECK comments asking for more clarity.
- The English editing order was for only parts of the paper.
- The English language problems remaining are very minor and easily fixed.
- The journal mentioned problems with clarity in meaning that are not grammar problems.
- The journal has very high requirements on the English, and further editing is required.
- The journal has used a generic statement on English to promote their own editing service or just as a habit (especially where the editors are non-native speakers).
- More information: [Why did the journal reviewer say my paper still has language problems?](#)

## Order re-editing with Uni-edit

Email customer service. Customer service will respond and offer you options and a quotation before any work starts. In your email include:

- Your revised manuscript that requires editing
- Files for the editor(s) to consult such as figures, images, and diagrams
- The full journal response letter and peer review responses (if provided by the journal)
- Choose an option:
  - **Re-edit option 1:** The whole paper is edited again at a discounted rate by a single editor. (If the total word count of your paper has increased by more than 10% an additional fee will apply.)
  - **Re-edit option 2:** Highlight the text you want edited in yellow. You can highlight sentences, paragraphs or whole sections. Click here for a guide on how to highlight text. The editing fee is calculated at the original Level 1, 2 or 3 rate, but only the full sentences that contain highlighted words are billed.
  - **Re-edit option 3:** Full new order for English editing (2 editors) at Level 2 or Level 3. Choose this if you made major revisions to the paper since the last editing.

## Further resources

Video: [What are the common types of rejections from journals?](#)

Video: [What are the main factors to consider when choosing a journal?](#)

Video: [How do peer reviewers deal with poor English?](#)

Video: [How does the peer reviewer influence paper acceptance by a journal?](#)

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Text: [The secrets to selecting a target journal and publish faster](#)

## Instructions for customer service

- This guide only relates to international journals in English.
- Usually this guide should be sent with job delivery emails.
- Sometimes, this guide is useful for customers with the job quotation.
- Sometimes, this guide is useful with the detailed quotation for re-editing.
- This guide is most impactful on the customers 001 job, but can be sent on future jobs too.
- Do not send this guide if in doubt; it might confuse the customer.

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