

Responding to examiners and reviewers

It is advisable when responding to examiners and reviewers to not only send your changed text but also to indicate what changes you have made to the text. This can be done by highlighting changes in the text and also by including a table of amendments.

An example of how such a table can be used is attached.

Table of Amendments

You have to address each of the examiners/ reviewers comments and recommendations and indicate the changes you have made to the thesis to respond, or indicate why you have not altered the text. It is politics to respond positively but there is the option of indicating why you believe some of the text should not be changed. This is important when the reviewers or examiners ask for contradictory changes.

Thesis/Article Title:

Author:

Examiner concerns	Completed amendment - actions taken
Examiner 1: Professor XXXX	<i>All issues completed in full.</i>
1 – <i>Issue One</i> ‘Quote from examiners report’	Explanation of action taken <i>‘Additional text added’</i>
2 – <i>Issue Two</i> ‘Quote from examiners report’	Explanation of action taken <i>‘Additional text added’</i>

Example:

Examiner concerns	Completed amendment - <i>actions taken</i>
<p>Professor James Oliver - Associate Dean (Research) Director VET WORC ABC University</p>	<p><i>All issues completed in full.</i></p>
<p><i>1 - Include key theoretical resources and supporting data within the main text.</i></p> <p>The four appendices that give a detailed exposition of ‘the key theoretical resources’ will be integrated into the body of the main text.</p> <p>Selected data from the appendices that further substantiate the claims made during the interpretation of the data will also be integrated into the main body of the text to resolve this issue.</p>	<p>The four appendices in question have been integrated into the body of the main text.</p> <p>Tabulated data has been introduced into the main text at initial four phases of the interpretation of the data to substantiate claims and provide support to the assertions.</p>
<p><i>2 – Introduce counter views and tensions more explicitly.</i></p> <p>The alternative and negative perceptions of the FMI experience will be made more explicit within the main text to address this issue.</p>	<p>The ‘exceptions’ phase in the analysis includes ‘exceptions, missing voices and alternative frames’ that provide cues about the ‘other’ silent voices and plots of actors not engaged by the FMI network.</p> <p>The alternative and negative perceptions of the FMI have been highlighted at the start and conclusion of the findings. They have also been highlighted within the interpretations chapter in the section ‘A Taxonomy of practice’, and ‘Focus on case study evidence’. The introduction now twice specifically indicates the focus on ‘thick’ and rich productions and the conceptualisation of progressive workplace learning practices as a primary objective of the study.</p> <p>The text has been amended to indicate that such perceptions while evident were a limited minority and to indicate that</p>

	<p>‘the findings have been selected to represent in weight and tone the voices of practice’.</p>
<p>3 – <i>Greater initial clarity of the primary research perspective.</i> The introduction will be amended to include a specific statement about the relativist epistemology underlying the approach to the research.</p> <p>This will include specific illustration of how subsequently four existing theoretical frameworks are employed in the analysis.</p> <p>The introduction will therefore clarify the research design, describing how it is based upon diverse experiences within workplace practice to generate meaning, but also employs existing theory to explore those emerging patterns. This will clarify the primary research perspective.</p>	<p>The introduction has been amended to include a specific statement about the relativist epistemology underlying the approach to the research in the ‘assumptions’ section as item 5.</p> <p>Additions have been made to the introduction in the chapter content section to make an explicit statement about the use of four named theories within the subsequent analysis process. An addition has been made to the assumptions section to introduce the concept of using existing theories within the analysis. Each of the theories is again introduced within the literature review with specific details about subsequent briefings and usage in the footnotes.</p> <p>Three additional paragraphs inserted within the assumptions area of the introduction now clarify the research design indicating how it is both relativist in approach but uses a process of analysis that incorporates both grounded theory and comparison with existing theories.</p>
<p>(a)- <i>Extending the ‘assumptions’ within the introduction.</i> The assumptions outlined in the introduction will be extended to include the conceptual approach that frames the study.....</p> <p>..... and will include an overview of the theoretical resources that will be employed.</p>	<p>The assumptions section in the introduction has been extended and now includes an overview of the conceptual approach that frames the study.</p> <p>The key theoretical resources that are now integrated into the body of the main text are introduced within the first chapter.</p>
<p>(b)- <i>Repositioning appendices and critical material from the appendix.</i> Claims within the main text of the analysis will be substantiated by the</p>	<p>Four tabulations have been introduced into the main text to substantiate claims and provide support to the assertions in the interpretation chapter. A number of</p>

<p>introduction of brief selected evidence from the appendix and clearer references to specific relevant sections of the appendix.</p>	<p>changes have been made to ensure that assertions within the text are clearly linked to the supporting data within the appendices.</p> <p>The appendices are now printed with the main text to make access to all the supporting data that much easier for the reader and the electronic appendix is deleted.</p>
<p>(1) - <i>Text corrections.</i> The corrections indicated will be amended in the main text and the text will be professionally edited.</p>	<p>The corrections indicated have been amended in the main text.</p>
<p>(2) - <i>Repositioning the references.</i> The references will be repositioned from the appendix and included as part of the hard copy at the end of the main text.</p>	<p>The references have been repositioned from the appendix and included at the end of the main text as part of the primary hard copy.</p>