



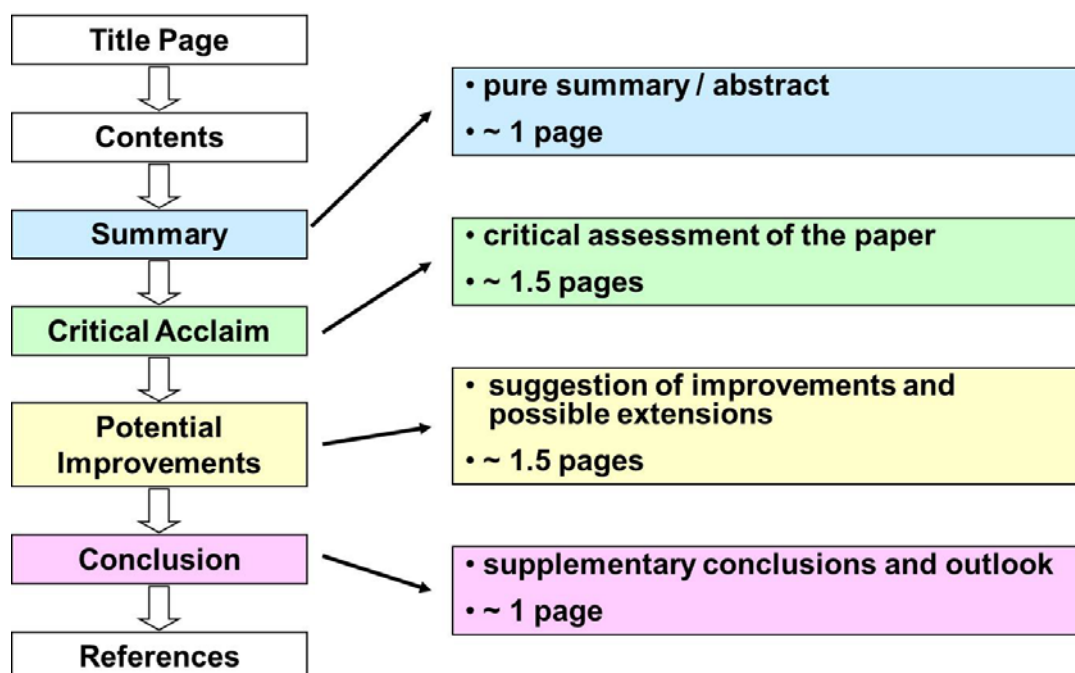
## **GUIDELINES FOR THE WRITING OF COMMENT PAPERS**

A comment paper is a concise, critical acclaim of some piece of scientific work. Many scientific conferences and symposia in the field of economics apply such a presentation-discussion structure. Similarly, in many private companies, reactions and comments to strategy and working papers done by other colleagues have to be written and presented. The objective of such a comment paper is the provision of suggestions for possible improvements of the original seminar paper. Therefore, the comment paper should focus on critical and additional suggestions and avoid excessive praising and compliments. Yet, single positive aspects can of course be mentioned and justified.

### *The comment paper (written form)*

When writing a comment on another scientific paper, please pay attention to the following set of guidelines:

- A comment paper consists of three parts. After a brief summary of the original paper including the author's name and the paper's title, the second part provides a critical acclaim and potential improvement, which is succeeded by some concluding remarks.
- The structure of a comment paper can be displayed in schematic form:



- The following questions may be helpful when reading and analyzing the original paper:
  - *Does the text refer to the title of the paper and is this main topic evident throughout the whole structure of the paper?*
  - *Are the economic problem and the theoretical foundations correctly presented?*
  - *Is the use of mathematical notation correct and consistent? Is it helpful for the understanding of the overall argumentation?*
  - *Does the author show the relationship between theoretical foundations and empirical application / case study sufficiently? (Note that not every topic allows for a case study.)*
  - *Does the use of tables, figures and graphs help to understand the content of the paper?*
  - *Is the literature used and reviewed relevant for the topic at hand? Does the author quote primary sources or exclusively rely upon secondary literature? How can the internet sources employed in the paper be evaluated? How is the topic dealt with in the relevant literature? Does the author always quote correctly and consistently?*

### ***Presentation of the comment paper***

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The presentation of the comment paper lasts 5 minutes and is given directly after the presentation of the main seminar paper. For this reason, the summary of that seminar paper is to be left out and the presenter (also called “discussant”) can directly focus on the critical acclaim and evaluation of content. According to customs of scientific discourse, it is desirable to start off the critical acclaim with some positive remarks, before presenting and justifying the critical and negative issues as well as potential improvements.