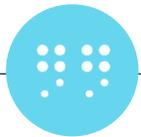
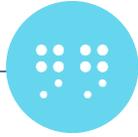


# LimeSurvey

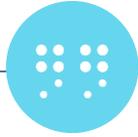
Navigation and reviewing proposals for Distributed Peer Review





## General Information

- Detailed information on the implementation and handling of the DPR can be found in our [DPR Rules and Guidelines \(PDF\)](#).
- Make sure you mark on your calendar the deadline for delivering the grades and comments: **15 August 2024**.
- Please remember that failing to deliver the reviews in due time will lead to the rejection of the proposals for which you are an applicant/co-applicant (both in the DPR and in the panel review process).
- Please note that
  - Anonymised data on applications and reviews will be shared with researchers from the [Research on Research Institute](#) (RoRI) at the University of Sheffield, for the purpose of analysis and evaluation of the review processes.
  - Anonymised quantitative data (e.g. review scores) may be included in published reports, but no details which identify individual proposals, or applicants, or reviewers will be shared publicly.
- If you have questions and/or doubts, please do not hesitate to contact us at [dpr@volkswagenstiftung.de](mailto:dpr@volkswagenstiftung.de)



# Accessing LimeSurvey

- You will receive an email from [portal@volkswagenstiftung.de](mailto:portal@volkswagenstiftung.de). Please also check your spam folder.
- This email will contain the link and login details.
- Click on the link [Volkswagenstiftung - distributed peer review](#) for direct access.
- Please log in using the details provided in the email.
- You will be given access to your DPR area.

Invitation to participate in a survey



Portal VolkswagenStiftung <portal@volkswagenstiftung.de>  
An **Niemann, Birgit**

[Nachricht übersetzen in: Deutsch](#) | [Nie übersetzen aus: Englisch](#) | [Übersetzungseinstellungen](#)

Dear Birgit Niemann,

By submitting a proposal to the current call "Open Up - New Research Spaces for the Humanities and Cultural Studies", you have agreed that assigned reviews on time will result in the automatic rejection of the proposal in which you are an applicant/co-applicant (both in the DPR and in the DPR area).

To start the survey, please click on the following link [Volkswagenstiftung - distributed peer review](#)

Login details

Name: [niemann@volkswagenstiftung.de](mailto:niemann@volkswagenstiftung.de)

Password: GgPOKs1bu6

Instructions on how to use LimeSurvey and review the proposals can be found in the LimeSurvey Review Guide (PDF). LINK EINFÜGEN

Detailed information on the implementation and handling of the DPR can be found in our [DPR Rules and Guidelines \(PDF\)](#).

If you have any questions, please do not hesitate to contact us at [dpr@volkswagenstiftung.de](mailto:dpr@volkswagenstiftung.de).

With kind regards

Your team at Volkswagen Foundation

Please login

Email  
niemann@volkswagenstiftung.de

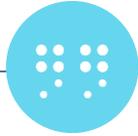
Password  
.....

login

distributed peer review [Logout \(niemann@volkswagenstiftung.de\)](#)

You have not yet completed the survey: Reviewer Characteristics. [Start now!](#)

#	Reference number	Project title	Status	Download	Survey
1	9D853	Es gibt im Moment in diese Mannschaft, oh, einige Spieler vergessen ihnen Profi was sie sind			
2	9D423	Jemand musste Josef K. verleumdet haben, denn ohne dass er etwas Böses getan hätte, wurde er eines Morgens verhaftet. 'Wie ein Hund!' sagte er!			
3	9D863	Weit hinten, hinter den Wortbergen, fern der Länder Vokalien und Konsonantien leben die Blindtexte			
4	9F837	Eine wunderbare Heiterkeit hat meine ganze Seele eingenommen, gleich den süßen Frühlingsmorgen, die ich mit ganzem Herzen genieße			



## First step: Sign the Data Protection Information

- Please start by reading the privacy statement and answering some demographic information. This can be accessed here.
- Read it carefully.
- Sign it by ticking the checkbox at the bottom of the window. Submit the signed agreement by clicking on the “Next” button.
- **WARNING! This action is not reversible!**
- You will be asked to provide some demographic information about yourself

distributed peer review

You have not yet completed the survey; Reviewer Characteristics. [Start now!](#)

#	Reference number	Project title
1	9D853	Es gibt im Moment in diese Mannschaft, oh, einige sind
2	9D423	Jemand musste Josef K. verleumdet haben, denn c wurde er eines Morgens verhaftet. 'Wie ein Hund!
3	9D863	Weit hinten, hinter den Wortbergen, fern der Länd die Blindtexte
4	9F837	Eine wunderbare Heiterkeit hat meine ganze Seele Frühlingmorgen, die ich mit ganzem Herzen geni

With regard to data protection information, we would like to refer you to the information you have already agreed to when submitting your application in our application and reporting portal.

**Data Protection Information for Applicants and Grant Recipients in accordance with Section 13 and 14 General Data Protection Regulation (GDPR)**

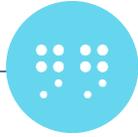
The Volkswagen Foundation attaches great importance to compliance with data protection regulations. Below, we would like to inform you about how we handle your personal data:

**1. Responsible Body**  
Responsible for the collection of data you supply and its processing is the

**VolkswagenStiftung**  
Kastanienallee 35  
30519 Hannover  
GERMANY

Please read our data protection information before taking part in the survey.

Next



## Reviewer Characteristics

- As part of the scientific evaluation of the DPR experiment, we would like to ask you to provide some demographic information. The questions will not be used to make funding decisions but may help us to evaluate and improve the peer review process. These questions will only be asked once.
- Please answer all the questions.
- Submit by clicking “Submit”
- **WARNING! This action is not reversible!**
- You will not be able to make any change after you have submitted. Therefore, before submitting, make sure all answers are final!
- On the home page, you will now see a message confirming that you've completed the survey.

LimeSurvey

Reviewer characteristics

In this survey, we ask you to provide us with some demographic information. The following questions will not be used to make funding decisions but may help us evaluate and improve the process of peer review.

Please note that

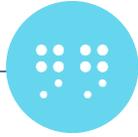
- Anonymised data on applications and reviews will be shared with researchers from the [Research on Research Institute](#) at the University of Sheffield, for the purpose of analysis and evaluation of the review processes.
- Anonymised quantitative data (e.g. review scores) may be included in published reports, but no details which identify individual proposals, or applicants, or reviewers will be shared publicly.

[Click this link](#) to go back to the overview page.

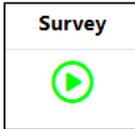
Please indicate your gender

You have already completed the survey: Reviewer Characteristics.

#	Reference number	Project title
---	------------------	---------------



## Proposal Navigation

- On the home page, you will see a list of the proposals that are assigned to you.
- You can download the proposal by clicking
- Click on  to start the review.

You have already completed the survey: Reviewer Characteristics.

#	Reference number	Project title	Status	Download	Survey
1	9D853	Es gibt im Moment in diese Mannschaft, oh, einige Spieler vergessen ihnen Profi was sie sind			
2	9D423	Jemand musste Josef K. verleumdet haben, denn ohne dass er etwas Böses getan hätte, wurde er eines Morgens verhaftet. 'Wie ein Hund!' sagte er!			
3	9D863	Weit hinten, hinter den Wortbergen, fern der Länder Vokalien und Konsonantien leben die Blindtexte			
4	9F837	Eine wunderbare Heiterkeit hat meine ganze Seele eingenommen, gleich den süßen Frühlingmorgen, die ich mit ganzem Herzen genieße			



## Proposal Evaluation

Each proposal is assessed using a structured response (quick assessment). In addition to the rating, you will also be asked to provide a comment summarising your assessment. Remember that your feedback will be passed on to the candidates unedited and that you are solely responsible for the content and integrity of your comments.

Please note that the Volkswagen Foundation encourages reviewers to give full consideration to projects with a high degree of exploration, which may be associated with a correspondingly risky nature of the project – the possibility of not achieving the intended project objectives is therefore not a reason for rejecting a project. Please provide your evaluation of the proposal below. Your scores will be weighted to take into account how you score in all the reviews you submit. This removes any incentive to give consistently high or consistently low scores to other people's proposals.

Please note that

- Anonymised data on applications and reviews will be shared with researchers from the [Research on Research Institute](#) at the University of Sheffield, for the purpose of analysis and evaluation of the review processes.
- Anonymised quantitative data (e.g. review scores) may be included in published reports, but no details which identify individual proposals, or applicants, or reviewers will be shared publicly.

If you have any questions, please do not hesitate to contact us at [dpr@volkswagenstiftung.de](mailto:dpr@volkswagenstiftung.de)

Click [this link](#) to go back to the overview page.

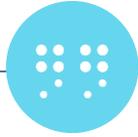
### Proposal details

Hello **Birgit Niemann!**

You are reviewing the reference **9D853**.

Please download the file for the application **Es gibt im Moment in diese Mannschaft, oh, einige Spieler vergessen ihnen Profi was sie sind** here [Download](#)

- You can always go back to the home page.
- Proposal details are displayed here.
- You can also download the proposal text her (it might open in a new window depending on your browser settings).



## Report a Conflict of Interest

- Please note that in some cases it has been necessary to redact passages to protect the anonymity of applicants.
- Despite of the text anonymisation, you may still encounter possible conflicts.
- A conflict must be flagged only under exceptional and well justified circumstances.
- To declare a conflict, select “Yes, I am familiar with the exact proposal and want to report a conflict of interest”.

Report a conflict of interest

\*We take conflicts of interest into account when matching proposals to reviewers. However, you have the opportunity to declare conflicts of interest at this stage. You are not eligible to be a reviewer if you are already familiar with the exact proposal, e.g. you have seen it in draft form, or you are sure that you can identify the applicant with a high degree of confidence.

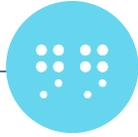
Choose one of the following answers

Yes, I am familiar with the exact proposal and want to report a conflict of interest (if this is ticked, please select Submit).

No, I am not familiar with the proposal.

- Then click on the “Submit” button.
- The action is not reversible. Please make sure you have checked that all is correct before confirming.

Submit



# Proposal Grading

No, I am not familiar with the proposal.

- If you are not familiar with the proposal, tick the appropriate box.
- The questions for the evaluation of the proposal will be displayed.

Proposal grading

\* Review criteria  
Please assess the following aspects.

- Please evaluate the following aspects, which reflect the criteria of the call

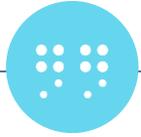
	A+	A	A-	B+	B	B-	C+	C	C-
Opening of a new research space	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Added value of the constellations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scientific quality of the project	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Originality of the research project	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

A+	outstanding: breakthrough science
A	excellent: definitely above average
A-	very good: no significant weaknesses
B+	good: minor deficiencies do not detract from strong scientific case
B	fair: good scientific case, but with definite weaknesses
B-	rather weak: limited science return prospects
C+	weak: little scientific value and/or questionable scientific strategy
C	very weak: deficiencies outweigh strengths
C-	unsuitable

- Check the boxes according to your evaluation. Please make use of the full grade range.
- The four components above should inform your overall vote

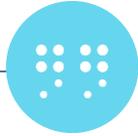
\* Overall vote  
The four components above reflect the criteria for the call and should therefore inform your overall vote.

	A+	A	A-	B+	B	B-	C+	C	C-
Overall Vote	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>						



## Proposal Grading/2

- Enter any comment you may have in the text field “Comment/Evaluation”.
- In this process, keep in mind that you should provide feedback of the same quality you are expecting from your peers. Also, consider that the main purpose of the feedback is to suggest ways of improving both quality and clarity of the proposal.
- The comments you enter will be passed to the applicant verbatim.
- Consider the directions in the [DPR – Rules and Guidelines](#), Section 5, when reviewing.
- It is not necessary to write a lengthy comment. An informative review can be only a few sentences in length if it is concise and relevant. Please avoid writing only a single, generic sentence.
- Note that you need to provide a **minimum number of characters (300)**.



# Reviewer Uncertainty, Effort & Expertise

- After having reviewed the proposal, you are asked to provide a self-evaluation of your expertise level for the proposal under review and the time you spend reviewing the proposal.

Regarding the disciplinary fit, please choose one of the answers provided.

\* Disciplinary Fit  
With respect to the fit between your knowledge and experience,

Choose one of the following answers

Please choose...

- Totally confident
- Very confident
- Confident
- Somewhat confident
- Low confidence
- Not confident
- Certain that I was inappropriate to provide a review

- The questions will **not** be used to make funding decisions about the proposal but may help us evaluate and improve the process of peer review.
- This information will **not** be shared with the applicants.
- You can save your answers and return to them later ("Resume later" top right).

The following questions will not be used to make funding decisions about the proposal but may help us evaluate and improve the process of peer review. Your answers will be shared with your review.

Review Confidence  
Regarding your overall vote, please indicate the lowest and highest possible score you considered for this proposal.

	A+	A	A-	B+	B	B-	C+	C	C-
Highest	<input type="radio"/>								
Lowest	<input type="radio"/>								

\* Average Score  
What do you predict will be the average score given to this proposal by the reviewers?

	A+	A	A-	B+	B	B-	C+	C	C-
Average Score	<input type="radio"/>								

\* Review Time  
How much time did you spend on your review of this proposal in minutes? Include your time reading the proposal and providing feedback.

Only numbers may be entered in this field.

\* Disciplinary Fit  
With respect to the fit between your knowledge and experience, and the topic of this proposal, how confident do you feel providing a review of this proposal?

Proposal Evaluation

Each proposal is assessed using a structured response (quick assessment). In addition to the rating, you will also be asked to provide a comment summarizing your assessment. Remember that your feedback will be passed on to the candidates unaffected and that you are solely responsible for the content and integrity of your comments.

Please note that the Volkswagen Foundation encourages reviewers to submit recommendations for projects with a high degree of exploration, which may be associated with a correspondingly risky nature of the project. The possibility of not achieving the intended project objectives is therefore not a reason for rejecting a project. Please provide your evaluation of the proposal below. Your scores will be weighted to take into account how you score in all the reviews you submit. This reserves any scoring bias, especially high or considerably low scores to other people's proposals.

Save your answers

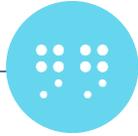
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If you have any questions, please do not hesitate to contact us at [ds@volkswagenstiftung.de](mailto:ds@volkswagenstiftung.de)

[Click this link](#) to go back to the overview page.

Proposal details

Go back to home page



## Submission of Reviews

\* Disciplinary Fit  
With respect to the fit between your knowledge and experience, and the topic of this proposal, how confident do you feel providing a review of this proposal?

Choose one of the following answers

Please choose...

Submit

- Once you have completed the evaluation and answered all the questions, please click 'Submit' to complete the review of this proposal.
- You will not be able to make any change after you have submitted. Therefore, before submitting, make sure all answers are final!
- **WARNING! This action is not reversible!**
- Once you have completed the review, the status will turn green and show the date of the review.
- As long as you can still click on  you will have access to the survey for a specific proposal.

Status	Download	Survey
2024-06-18		
2024-06-18		
		

Please note that there is **no final "Submit" button** once you have completed the surveys for all the proposals assigned to you.

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Thank you for participating in the DPR experiment

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Your DPR Team at Volkswagen  
Foundation

