



# BEST PRACTICES IN PEER REVIEW

Based on feedback from the [Review Quality Assurance \(RQA\) process](#)\*, here are some helpful tips to ensure effective participation during peer review committee meetings:



## Effective Participation

- **PRESENT** review findings in a succinct and timely manner while being considerate of the meeting agenda
- Actively **ENGAGE** in discussions on research proposals that align with your expertise
- **MINIMIZE** on-screen distractions (avoid multi-tasking, checking emails, etc.) during virtual face-to-face peer review meetings

*\*data obtained from the 2020 Fall Project Grant Competition*

