

## Rescinding Decisions and Reviews

Rescinding a decision, recommendation, or review will send it back to the editor or reviewer for changes. There are a few reasons why any editor might want to rescind a decision or review. These include:

- The editor feels the review is not thorough enough or otherwise fails to meet our editorial standards
- The editor feels that the tone of the review is rude, harsh, or otherwise inappropriate
- The editor feels that the decision or recommendation rendered is incorrect and further consideration or discussion is required
- They have received a request to make changes from the editor or reviewer who submitted the recommendation, decision, or review
- They have received an appeal from the author regarding the decision
- The review is in any other way confusing, unhelpful, incorrect, or inappropriate

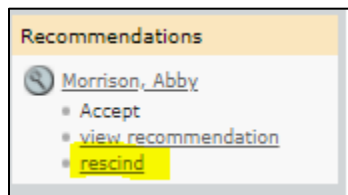
If rescinding the decision, recommendation, or review is deemed appropriate given the above reasons, it can be done using the below procedures.

### Rescinding decisions or recommendations

If an editor wants to rescind their own recommendation or decision, they should contact the next person above them in journal hierarchy (ex: an AE should contact a TE, a TE should contact an editor, etc.) for assistance. You cannot rescind your own decision or recommendation.

If you have received a request to rescind a recommendation or decision, there are two places where you can make the change.

The first is on the page where you are making your own decision or recommendation. On the right-hand side of the tab, you will see the recommendation or decision listed with the reviews. To rescind, just click the “rescind” link.



The second is on the manuscript information tab. If you keep scrolling down, you will find the recommendations and decisions of other editors. To rescind, just click the “rescind” link.

### Editor Decision

**Make a Decision**

Accept  
 Revision  
 Release  
 Release, Revise and Resubmit  
 Editor and TE Immediate Release  
 Reject and Transfer

Transfer to:

Decision Comments:

Create Draft E-Mail
  Save
 Commit Decision

#### Reviews

# reviews required to make decision:

Morrison, Abby recommended  
 • Acceptable for publication  
 • [view review](#)

Save

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#### Recommendations

Morrison, Abby  
 • Accept  
 • [view recommendation](#)  
 • **rescind**

[top](#)

Please be sure to provide additional guidance regarding the required changes, if applicable.

Note: For OA Journals, please email [manuscripts@sciencesocieties.org](mailto:manuscripts@sciencesocieties.org) about any rescinded decisions so they can alert Wiley to the change as well.

### Rescinding Reviews

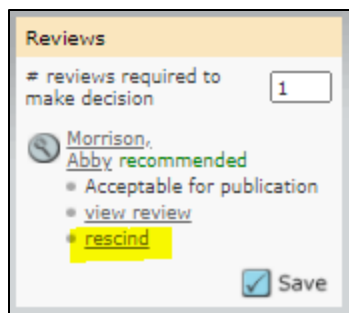
If an editor wants to rescind a review, they can do so from two locations.

If not all reviews have been returned yet, they may rescind the review from the reviewer list. Simply click the “rescind” link next to their recommendation.

Order	Name	Status	History	Remove
1	Morrison, Abby recommended	Acceptable for publication <a href="#">View Review</a> <a href="#">rescind</a>	Invited: 12-Nov-2020 Agreed: 12-Nov-2020 Due Date: 03-Dec-2020 Review Returned: 12-Nov-2020 Time in Review: 0 Days. # in Decision Letter: 1 <a href="#">view full history</a>	<input type="checkbox"/>

Save

If all reviews have been returned, they may rescind the review from the same tab they will use to make their own decision or recommendation. Reviews are listed on the right-hand side. To rescind the review, simply hit the “rescind” link. Please be sure to provide additional guidance regarding the required changes, if applicable.



If changes are small, such as removing a reviewer's name on a blinded journal, you may also edit the review rather than rescinding it. To do so, please see our [Editing Reviews](#) page.