



Being an Editor with the

APPLICATION STATEMENT FEEDBACK PROGRAM (ASFP)

This document provides potential editors with information about the editing process.

Why be an editor with ASFP?

- It makes a **huge difference to applicants**. We help connect hundreds of applicants to editors, in a double-blind process.
 - *100% of applicants from ASFP 2022 who provided feedback said they would recommend or strongly recommend ASFP to future applicants.*
 - One applicant said *'The feedback I received...bolstered my confidence which fueled my determination throughout the application process. At a time when I was feeling extremely overwhelmed and defeated, the supportive comments made me say, "I can do this!"'*
 - Check out the [2022](#) & [2021 applicant reports](#) to read more on how ASFP was meaningful to applicants.
- **We support you!** We train you as an editor beforehand, and support you during the editing process with guidance, materials, and live consultation. We want to make this a positive experience for you. Editors said...
 - *"The ASFP Team makes it easy to edit - they train you, support you, and connect you with applicants you could never reach on your own, letting you support them and help them realize their potential."*



- *"I would highly recommend the experience...it is a good way to directly help applicants out that is not a heavy lift time-wise."*
- It's **fun, rewarding, and inspiring**. Check out the [2022](#) & [2021 editor reports](#) to read more on what it was like to edit with ASFP. Editors from previous years reported having a very positive experience. For example, in their own words:
 - *"It was really rewarding to see how much work people have been putting in and the quality of applicants we have as a field."*
 - *"It's a win-win! The applicants do better, the editors have a great time, and it all creates a better field of psychology! I enjoyed this experience so much, and can't wait to do it again next year."*
- The **sense of community** as many editors work in parallel, during the same short edit-a-thon window, to make psychology better by leveling the playing field, one statement at a time.
 - *"[What was] MOST helpful was connecting with another editor over the process of editing statements... [It] was big in giving that feeling of community."*

What does an editor do?

- 1) *New editors* attend **one required virtual editor training**, while *returning editors* watch a shorter, refresh training video. A second editing workshop is optional for all editors, but strongly recommended for newer editors; dates and details below)
- 2) Editors provide constructive, **high-level feedback** (not line-by-line copy-editing) **within 5 days of receiving statements** (editors will choose the number of statements they edit when signing up; statements will be provided to editors starting on Saturday, October 28; feedback must be completed by 6pm PT (9pm ET) on Wednesday, November 1).



Who are editors?

- Graduate students in a Psychology PhD program
- Psychology PhDs in *postdoctoral or faculty* positions
 - ASFP editing is **also open** to faculty or postdocs with Psychology PhDs who are in related but non-psychology departments (e.g. neuroscience). Note that we interpret “psychology” to include very similar but differently named programs/departments, like cognitive science. A useful test is to ask whether you *could* have been in a psychology department, doing what you’re doing - if so, you’re probably good! If you’re still unsure, email us at team@asfp.io and we would be happy to help.
- Individuals willing to edit a minimum of 4 statements (we estimate 30 minutes/statement; we recommend not exceeding 25 statements).
- People interested in making our field better by supporting marginalized applicants.

How long does it take to edit a statement?

We recommend 30 minutes per statement. While this may seem short, editors from last year generally agreed that this is a reasonable amount of time to provide high-level feedback. We know that editors could spend more than 30 minutes on each statement (and are tempted to), but our goal is to provide meaningful, constructive feedback on as many statements as possible while limiting the burden on editors. We discuss and practice ways to meaningfully edit a statement in 30 minutes in the editor training and workshop.

How do I choose the number of statements to edit?

- This is up to you! Editors must edit a minimum of 4 statements but you may review up to 12, depending on your capacity during the 5-day “edit-a-thon” (Sat. Oct. 28 - Wed. Nov. 1). We hope each editor will sign up for an average of 6 statements (corresponding to a total of 3 hours of editing).



- In some cases, you may be matched with fewer statements than you indicated you had capacity for during editor registration. This may happen depending on the number of editors and applicants within each category of psychology that ASFP currently serves (Cognitive, Developmental, Social, and Clinical) and is less likely to occur for clinical editors (due to the large number of clinical application statements) and faculty and postdoc editors. People who register as editors with ASFP will also be invited to voluntarily contribute to ASFP through other roles, especially if they match for fewer statements than they had capacity for.

Editor trainings

*Editor training options will be slightly different for returning and new editors. For **new editors**, we will have one required editor training that will take place over Zoom and will be recorded for later viewing and reference. **Returning editors** will be asked to view a short, refresher training video and are welcome, but not required, to attend the general editor training and will have access to the recording. We will offer an additional editing workshop that is optional and open to all editors. All training sessions will be virtual, conducted over Zoom. The general editor training will be recorded and made available for all editors but the editing workshop will not be recorded.*

Editor Training (1 hour or 1.5 hours for clinical editors, *required for new editors*, Fri. Oct. 20th at 10-11:30am PT (1-2:30pm ET): The training will be a 1-hour overview of the editing process and available editor resources (including rubrics) followed by an additional 30-minute training required for clinical psychology editors. This training is required of all new editors - if you cannot attend live, then we ask that each new editor watch the recording of the training. Returning editors are invited to attend the editor training on Oct. 20th but are not required. All new editors must attend the training or watch the recording by 11:59pm PT on Thursday Oct. 26th.



Returning Editor Refresh Training Video (*required*, video will be made available Fri.

Oct. 20th): Returning editors are invited to attend the editor training on Oct. 20th, but may instead choose to watch a refresh video instead (a shortened version of the general editor training above for returning editors only). All returning editors are required to either attend the live general training or watch the refresh training video by 11:59pm PT on Thursday Oct. 26th.

Workshop (1 hour, *optional*, Fri. Oct. 27 at 10-11am PT (1-2pm ET)): The optional workshop will give editors practice providing high-level, constructive feedback on real statements and will promote consistency and quality feedback across all editors. We strongly encourage all editors (and *especially* new editors, editors in their first or second year of graduate school, or any editor who is simply unsure how best to optimize the time they spend providing feedback) to attend the workshop. This virtual workshop will not be recorded.

Important 2023 dates

- **Friday, October 20, time 10-11:30am PT (1-2:30pm ET):** One-hour *required* editor training (for new editors) followed by supplemental training for clinical psychology editors or general Q&A session (see above for more information). This training will be recorded and made available to those who are unable to attend all or a portion of this training. A shorter refresher course (*required viewing*) will be made available shortly after for returning editors. All editors must attend or watch the training videos prior to the edit-a-thon.
- **Monday October 23 - Thursday October 26:** Applicant submission window.



- **Thursday October 26, 11:59pm PT (2:59am ET, Oct. 27):** Editors must complete the training by this time (*new editors*: attend the live training, or watch the recording of the training; *returning editors*: attend the live training, watch the full recording of the training, or watch the shortened 'refresher' video).
- **Friday October 27, 10-11am PT (1-2pm ET):** One-hour *optional* editing workshop. While this workshop is not required, we encourage all editors to attend.
- **Saturday October 28 - Wednesday - November 1:** The "Edit-a-thon!" Editors will receive all statements by the early morning of Saturday, October 28th and must return their feedback for applicants to ASFP at the latest by 6pm PT (9pm ET) on Wednesday, November 1st. During the edit-a-thon, we will host virtual help and co-working sessions, and will be available to answer editors' questions as they may arise.

Expectations for editors

ASFP is not possible without volunteer editors! Editors *make* this program - our capacity for providing feedback to applicants is directly determined by the number of editors who sign up and the number of statements each editor commits to editing when they sign up. This means that editors make a commitment to edit the number of statements they say they will. **Applicants will be counting on you** - respect and uphold your commitment to them!

FAQS

- **Are editors paid?**
 - Because ASFP is a fully volunteer-supported program, editors are not paid.
- **What should I do if I can't edit all of my statements?**
 - This shouldn't happen - editors make a commitment to applicants when they sign up to edit a certain number of statements. That said, we understand



that truly uncontrollable things come up! If you are unable to edit all of your statements, please email us (team@asfp.io) as soon as possible so that we can make sure your statements have a chance of being edited and returned to the applicants by the end of the “edit-a-thon”. Editors should block off time for their chosen number of statements for the upcoming edit-a-thon (Sat. Oct 28 - Wed Nov. 1) to ensure that we can keep our commitment to applicants.

- **What do I do if I am unsure that I can help an applicant?**
 - First, take advantage of our editing support by attending a live editing consultation, editor office hours, or a co-working session (dates and times will be released closer to the “edit-a-thon”). Then, if you still feel unsure about whether you can help an applicant, email us (team@asfp.io) and we will work together to find a solution.
- **Can I be an editor if I am not currently in academia?**
 - **No.** Because ASFP’s goal is to help applicants get into Psychology PhD programs, editors must either have or be working toward a PhD in psychology, and currently be in Psychology PhD programs or departments. ASFP editing is **also open** to faculty or postdocs with Psychology PhDs who are in related but non-psychology departments (e.g. neuroscience). **Note that we interpret “psychology” to include very similar but differently named programs/departments**, like cognitive science. A useful test is to ask whether you *could* have been in a psychology department, doing what you’re doing - if so, you’re probably good! If you’re still unsure, email us at team@asfp.io and we would be happy to help.
- **Do I have to use a rubric?**
 - Yes, editors must use one of the ASFP-provided rubrics to promote consistency across editors. Rubrics will be discussed during the editor training and workshop.
- **Who else will see the feedback that I provide on a statement?**



- Trained ASFP Feedback Reviewers and the ASFP editor group review all editor feedback for basic copy-editing (e.g. misspellings), formatting, and potentially inappropriate feedback. Editors and applicants remain anonymous during the feedback review unless the ASFP editor group needs to contact the editor.
- **Why does the edit-a-thon span a weekend?**
 - In previous years, editors requested that the edit-a-thon include weekend days. While some editors do not work on weekends (and we support this choice!), this is the only time for other editors to review and provide feedback on application statements. By including both the weekend and weekdays in the edit-a-thon, our hope is that all editors can find some time that works best for them.