Guidelines for Paper Evaluation

We very much appreciate your contribution as reviewer of the conference papers. The care and thoroughness of your review is an important cornerstone for the quality of the conference. The goals of the reviews are to provide:

- guidance to the authors for improvement of their papers;
- a sound basis for decision on inclusion in the conference and on forwarding contributions to partner journals;
- a sound basis for decision on which papers should be awarded a prize.

The paper review has 3 stages. The first stage is a quick assessment of the paper's merits. The second stage is a grading of the paper. The third is a journal-style review for substantive comments.

You will find a simple template to complete your assessment and comments on each paper. You must complete this form on line.

Grading

The grading system is as follows:

A   Excellent: major contribution, strong candidate for inclusion in a scientific journal, potential prize winner.

B   Good: continuing and useful advance worthy of consideration for inclusion in a scientific journal or selected conference proceedings.

C   Satisfactory: of sufficient importance to merit inclusion in the conference and selected proceedings, unlikely to be a candidate for inclusion in a journal.

D   Poor: trivial, incorrect, of no interest, not new or not suitable for presentation. Rejected for inclusion in the conference proceedings; possibility to be submitted in non-review track.

Authors will receive a letter about the grading and subsequent opportunities for presentation and publication, based on these grades.

General rules for commenting
Please take into account the following when providing detailed comments.
- Comments should be focused, specific and polite.
- Reviews don't have to be positive for politeness. Often negative reviews can be polite and constructive, and be a fundamental help for authors.
- Please avoid general complaints.

- Provide appropriate citations if authors are not aware of any work you think can be relevant for their paper.

Importance of your review for high quality papers

WCTRS maintains a close cooperation with several scientific journals to allow the best conference papers to be published after the conference. To achieve an efficient review process for both, the conference and the journal, the Session Track Organizers of several session tracks may provide additional guidance to consider the specific journal requirements for the review. Also, they will recommend A and B papers for inclusion in specific issues of partner journals. In case the paper is forwarded to one of the partner journals for further evaluation, authors will be asked to submit a modified manuscript which takes into account your comments. The quality of your review is therefore of high importance for a smooth journal review. We therefore ask you to perform a solid, journal style review of any paper that you rate with A or B (indicated minimum word count of 150, covering all the evaluation questions in the first stage).

Confidentiality

Finally, we want to remind you to maintain confidentiality. The WCTR 2019 paper review process is a "single-blind" process: the identity of the reviewer is never revealed, but reviewers know who authored the paper. To maintain the confidentiality and validity of the process reviewers should never contact the authors about the paper under review, nor share the paper with others. The contents of the papers cannot be used, referenced, or included in future work by the reviewers until the review, presentation, and publication processes are complete. Until then, the information in the papers should be treated as confidential and may not be used for any purpose unrelated to the review process.

Thank you again for your contribution!