IEEE ITSIS 2022 Conference Reviewers Guidelines

Thank you for agreeing to serve as a reviewer for IEEE ITSIS 2022 Conference. Following are guidelines and criteria to be taken into consideration as you evaluate a paper. Your recommendations will be used by the program chairs and conference co-chairs to make a final decision. The program chairs, with the assistance of session chairmen will decide on whether or not the paper will be published in the conference proceedings and also whether or not it will be presented verbally or as a poster during the conference program.

Your comments/edits will be provided to the author anonymously so they can properly modify their paper for publication. All papers will have at least three reviews performed for the chairman's consideration.

Purpose of Review The primary purpose of your review is to improve the technical quality of the submission and provide a recommendation on whether the paper would make an interesting conference presentation so that a high-quality technical program can be developed. Review Process once you are chosen to serve as a reviewer, you will receive an email instructing you to logon to the peer review website. Once logged on, you will see the list of papers to which you have been assigned. To download a PDF copy of a paper, you click on the paper title.

We ask that you keep the copy of your paper private and do not distribute it to anyone. Access to the paper is solely to allow you to review it.

After you have read the paper, you enter your ***Overall evaluation***. We ask you to provide a detailed review, including a justification for your scores. Both the score and the review text are required. There is also a ***Reviewer's confidence*** section which should be used to inform the committee how confident you are about your recommendation, considering your own expertise and familiarity with this area and the paper's contents. The evaluation form also includes space for you to enter comments to the authors, conference chairs and program chairs. Your ranking and comments to the author are the only information visible to the author. Comments to the coordinators will only be viewable by the chairs.

A deadline will be provided in your emailed instructions. If you are unable to meet the deadline for any reason, advise the Conference Organizing Committee or decline the review immediately so another reviewer can be identified.