



OkIP Conferences Blind Peer-Review Process

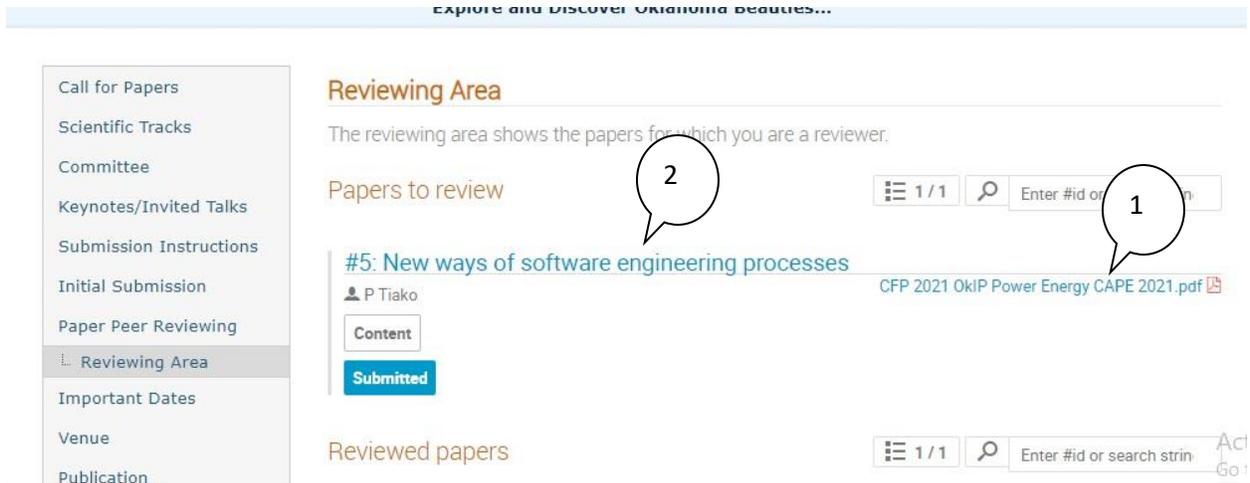
By Prof. Dr. Pierre F. Tiako, General Chair

September 03, 2021

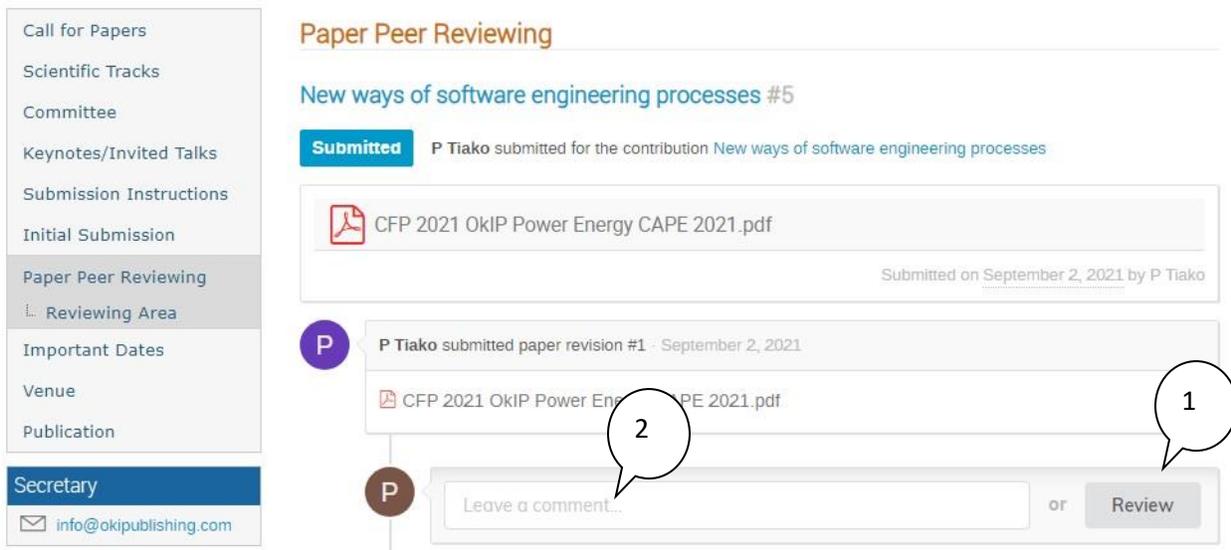
A) Log in to the system at Eventutor.com using the password sent to you or your password. If you are creating an account, be sure to check your spam folder for a missing email confirmation from Eventutor.

B) Follow the link (1) you received from Eventutor inviting you to serve as Content Reviewer.

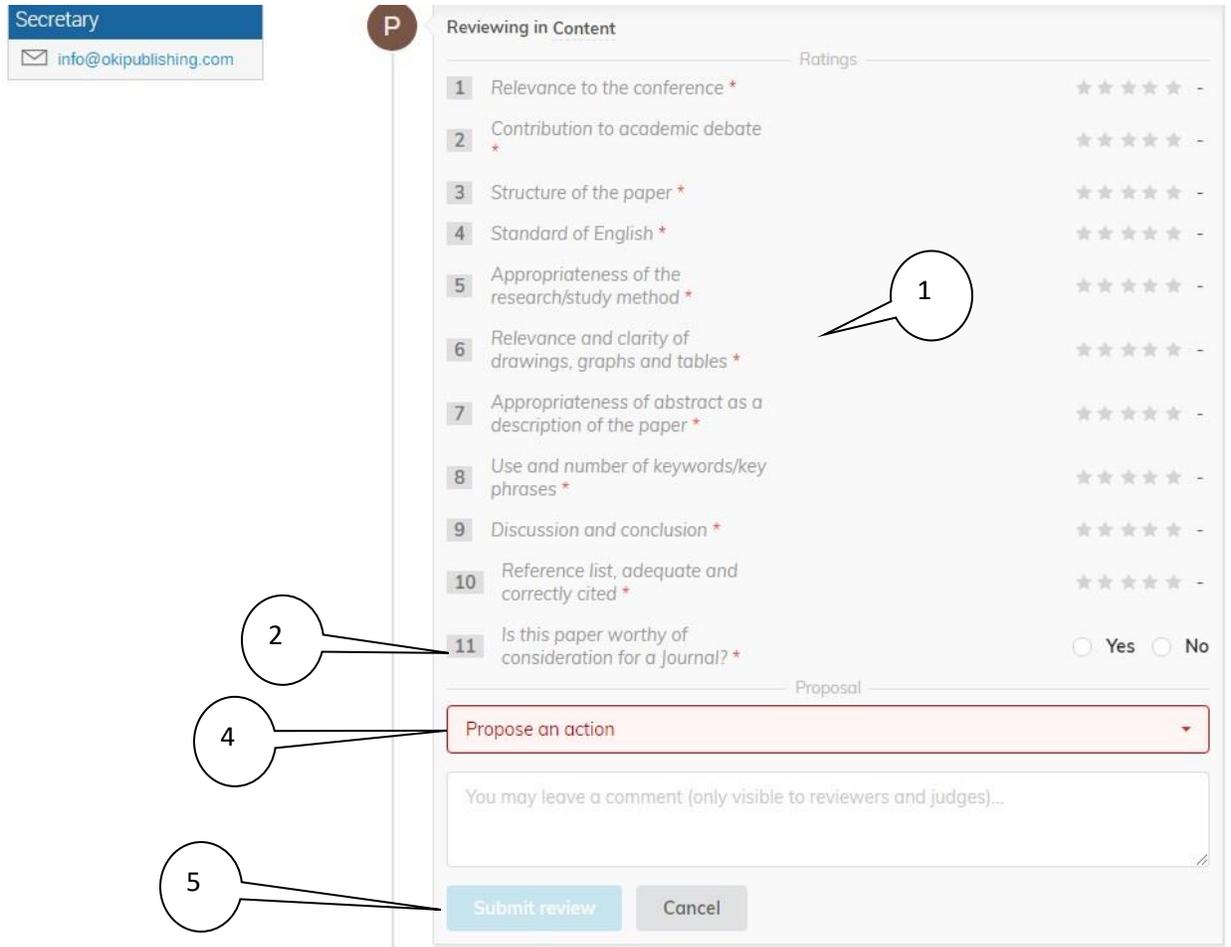
C) Go to “Reviewing Area” using the “Paper Peer Reviewing” side menu. Download the paper on the right (1) and click on the paper’s title to input your review and comments (2).



D) Select the button “Review” on the right (1). Do not leave a comment on the “Leave a comment” area on the left (2).

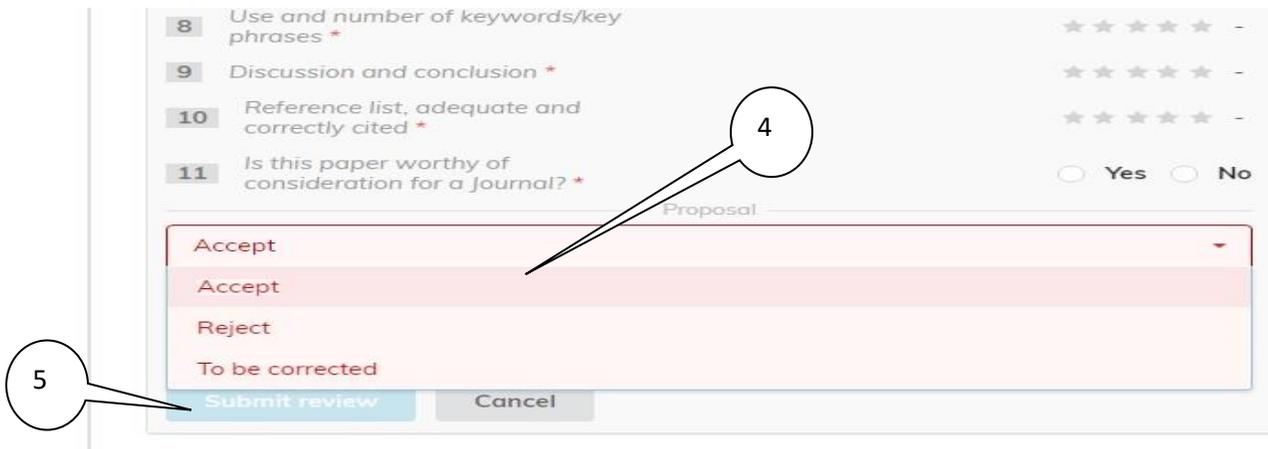


E) Grade the paper (1) for each criterion (1 to 10) with a scale from 1(low) to 5 (high). In item 11), suggest (2) if the Judges could consider an extended version of the paper for journal submission. Input your comment for the author(s) in the area (3) “You may leave a comment (only visible to reviewers and judges).”



The screenshot shows a web interface for reviewing a paper. On the left, a blue box identifies the user as 'Secretary' with the email 'info@okipublishing.com'. The main area is titled 'Reviewing in Content' and features a list of 11 criteria for rating. Each criterion has a five-star rating scale. A callout '1' points to the first criterion, 'Relevance to the conference *'. Below the list is a 'Proposal' section with a dropdown menu currently set to 'Propose an action'. A callout '2' points to the 11th criterion, 'Is this paper worthy of consideration for a Journal? *', which includes 'Yes' and 'No' radio buttons. Below the dropdown is a text input field with the placeholder 'You may leave a comment (only visible to reviewers and judges)...'. At the bottom are 'Submit review' and 'Cancel' buttons. Callout '3' points to the comment field, callout '4' points to the dropdown menu, and callout '5' points to the 'Submit review' button.

Propose an action for the paper (4), including “Accept,” “Reject,” or “To be corrected.” Then submit your review using the button “Submit review” (5).



This close-up shows the 'Propose an action' dropdown menu expanded. It lists four options: 'Accept', 'Accept', 'Reject', and 'To be corrected'. A callout '4' points to the first 'Accept' option. Below the dropdown are the 'Submit review' and 'Cancel' buttons. A callout '5' points to the 'Submit review' button.

F) Leave a comment (if any) for other reviewers and judges of this paper using the “Leave a comment” area (1). Keep the default option “Visible to reviewers and judges” (2). Selecting any other alternative could forward your comment (with your name) to the authors and disrupt the blind review process. Submit your comment using the “Comment” button.

The screenshot shows the OkIP review interface. On the left is a sidebar with a 'Reviewing Area' menu containing 'Important Dates', 'Venue', and 'Publication'. Below it is a 'Secretary' section with the email 'info@okipublishing.com'. The main content area shows a paper revision submission by P Tiako on September 2, 2021, with the file 'CFP 2021 OkIP Power Energy CAPE 2021.pdf'. Below this is a review entry by P.F Tiako, dated September 2, 2021, with a 'Proposed to accept' action and a score of 3.50. The review text reads: 'JPG format is the standard file format of digital cameras and is the most common image format used on the web because of its compression and universal support. These files are best used for saving photographs with small file sizes and little noticeable quality loss.' Below the review text is a 'Leave a comment...' text area (callout 1), a dropdown menu set to 'Visible to reviewers and judges' (callout 2), and 'Comment' and 'Cancel' buttons (callout 3).

G) The judges on the paper you reviewed will receive an email notification from Eventutor acknowledging the completion of your review. Thank you in advance for your review.

noreply@eventutor.com
To: tiako@ieee.org



The email notification is titled '2021 OkIP International Conference on Advances in Power and Energy (CAPE)'. The subject is 'Paper reviewed' with a reference number 'ref #5'. The body of the email reads: 'Dear Pierre, A reviewer just left a review on the paper "New ways of software engineering processes". In order to cast your judgment please follow the link to the paper below: <https://eventutor.com/event/15/papers/17/>'. Below this, the reviewer's details are listed: 'Reviewer: P.F Tiako', 'Review type: Content', 'Proposed action: Accept', and 'Comment: JPG format is the standard file format of digital cameras and is the most common image format used on the web because of its compression and universal support. These files are best used for saving photographs with small file sizes and little noticeable quality loss.' The footer of the email reads 'Indico :: Paper Peer Reviewing'.