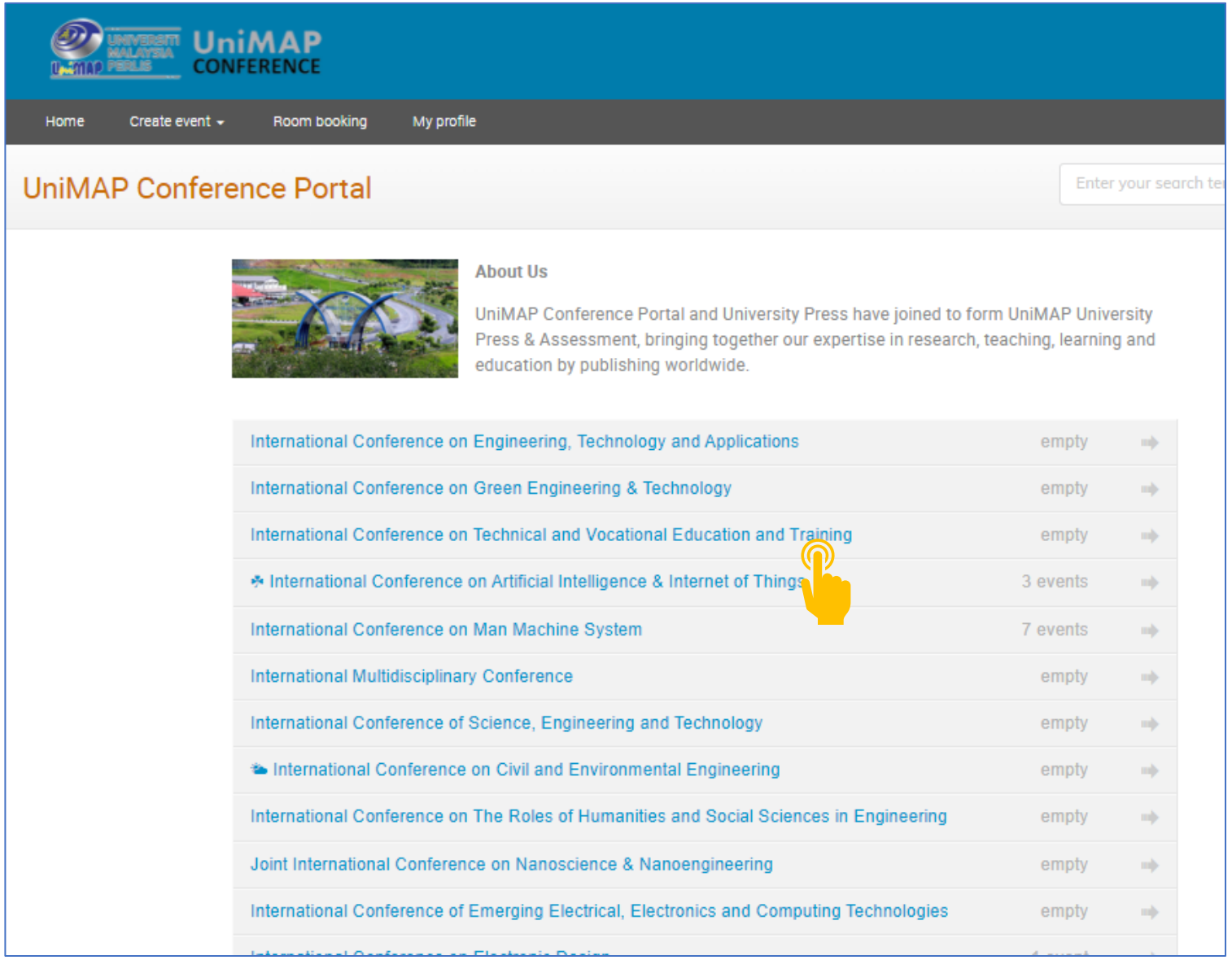
UNIMAP CONFERENCE PORTAL

REVIEWER ROLE

USER GUIDE 1.0

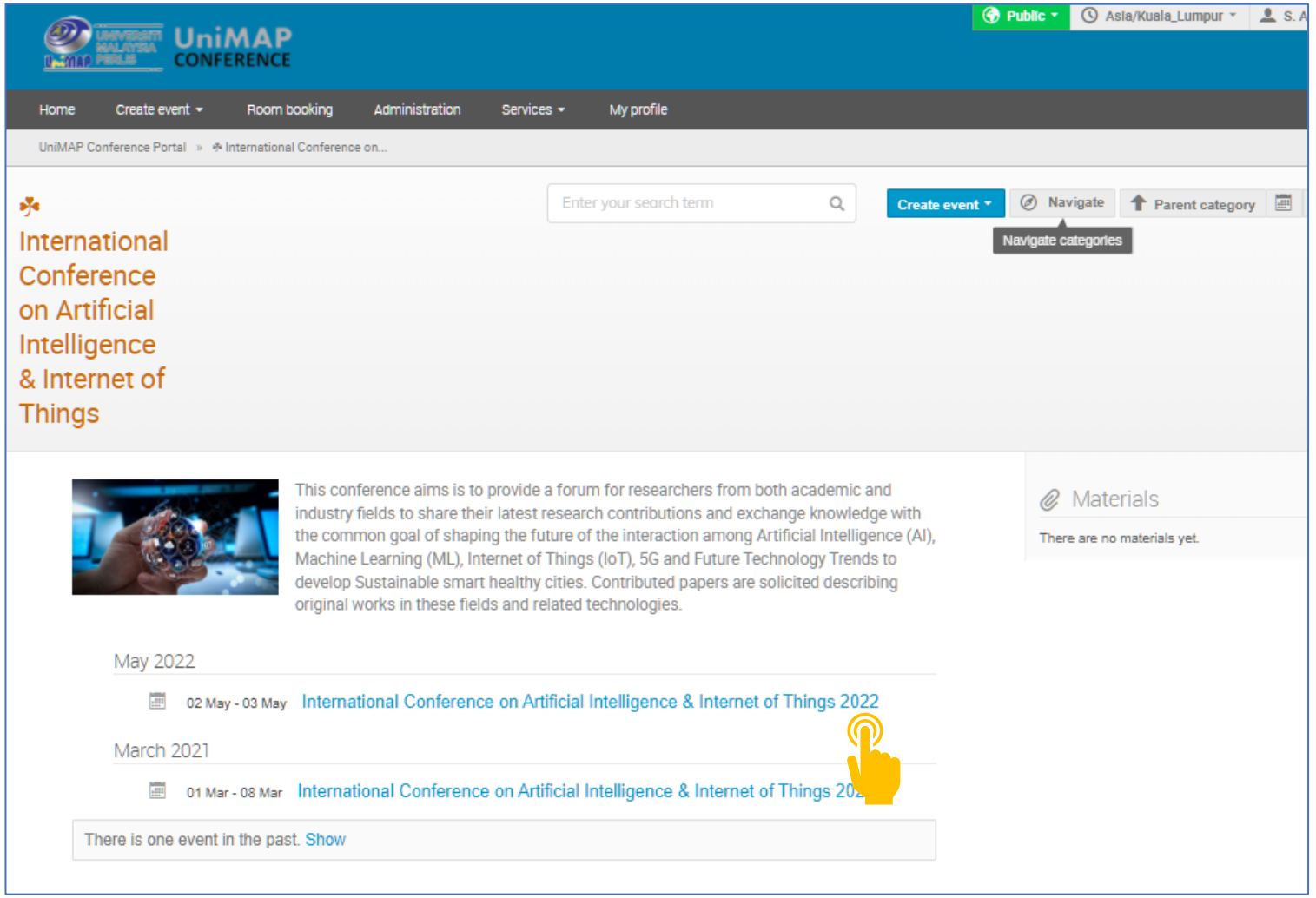
Open the **main category/ conference event** by clicking on the event title**.**

For example: Click on the "**International Conference on Artificial Intelligence & Internet of Things**" to access the event page.

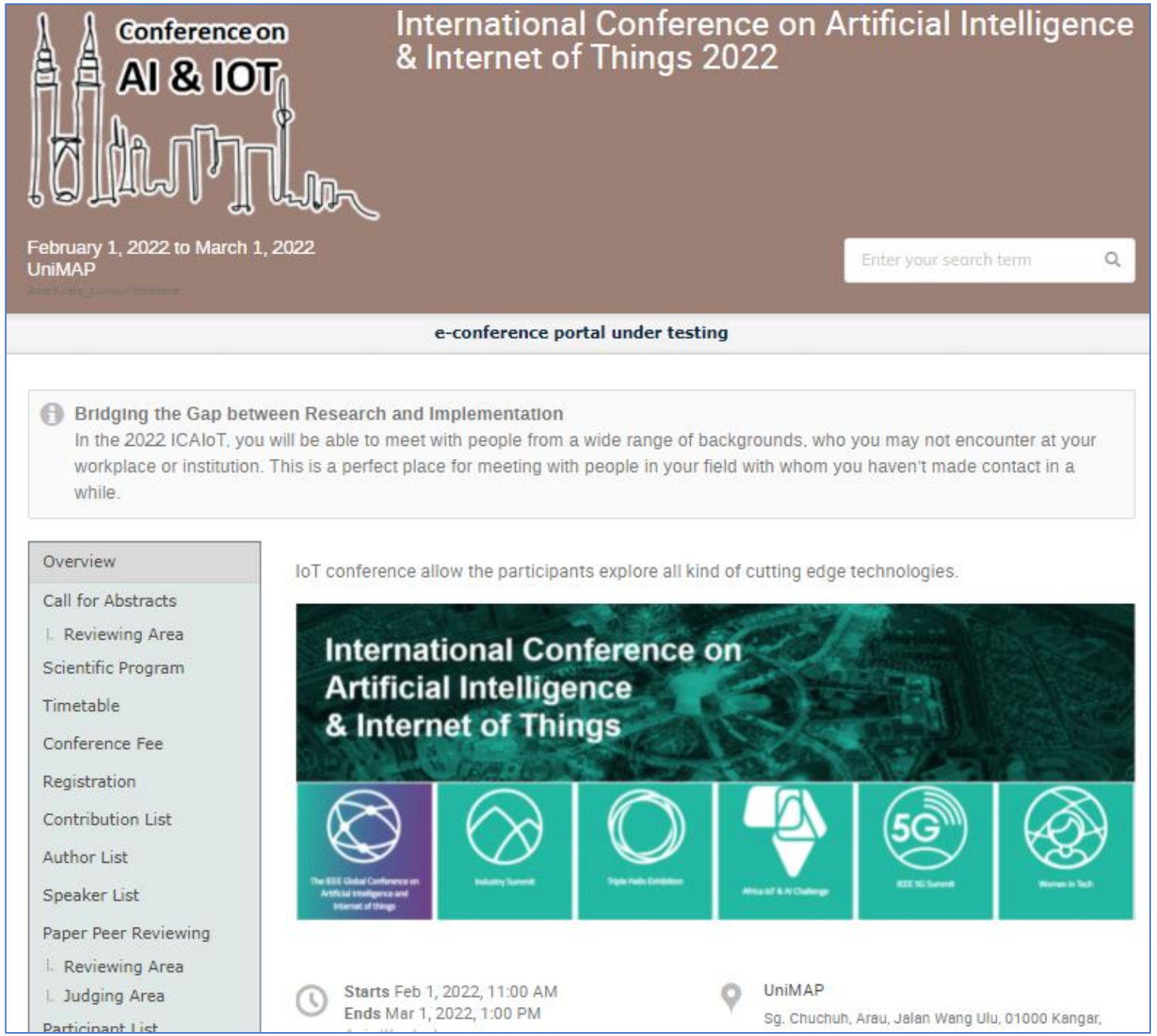


Open the **sub- category/ sub conference event** for the specific series/year

e.g. **International Conference on Artificial Intelligence & Internet of Things 2022**



Conference page for **International Conference on Artificial Intelligence & Internet of Things 2022**

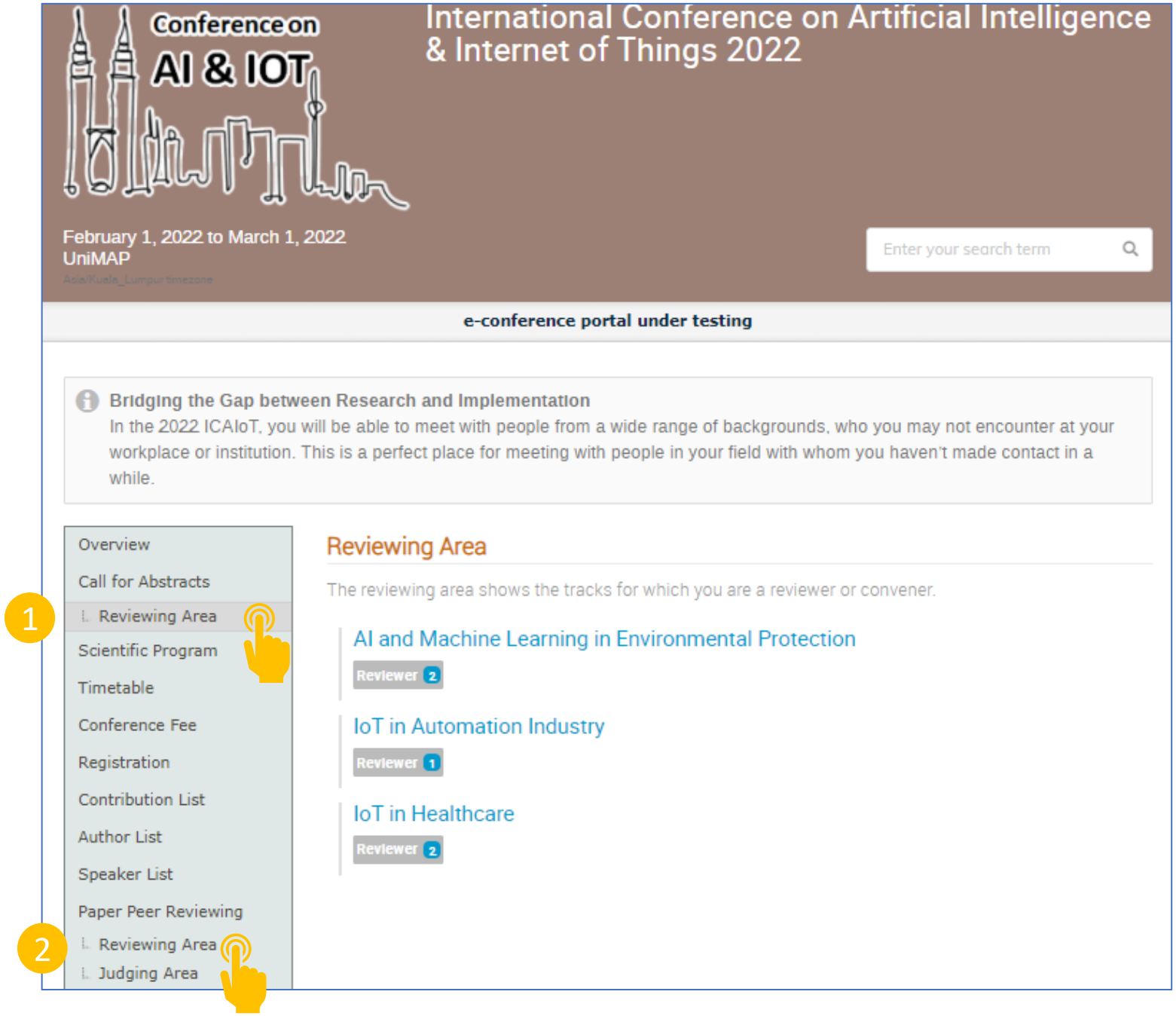


1. Reviewers can find the abstract to be reviewed at

   Call for Abstract → Reviewing Area

2. Reviewers can find the paper to be reviewed at

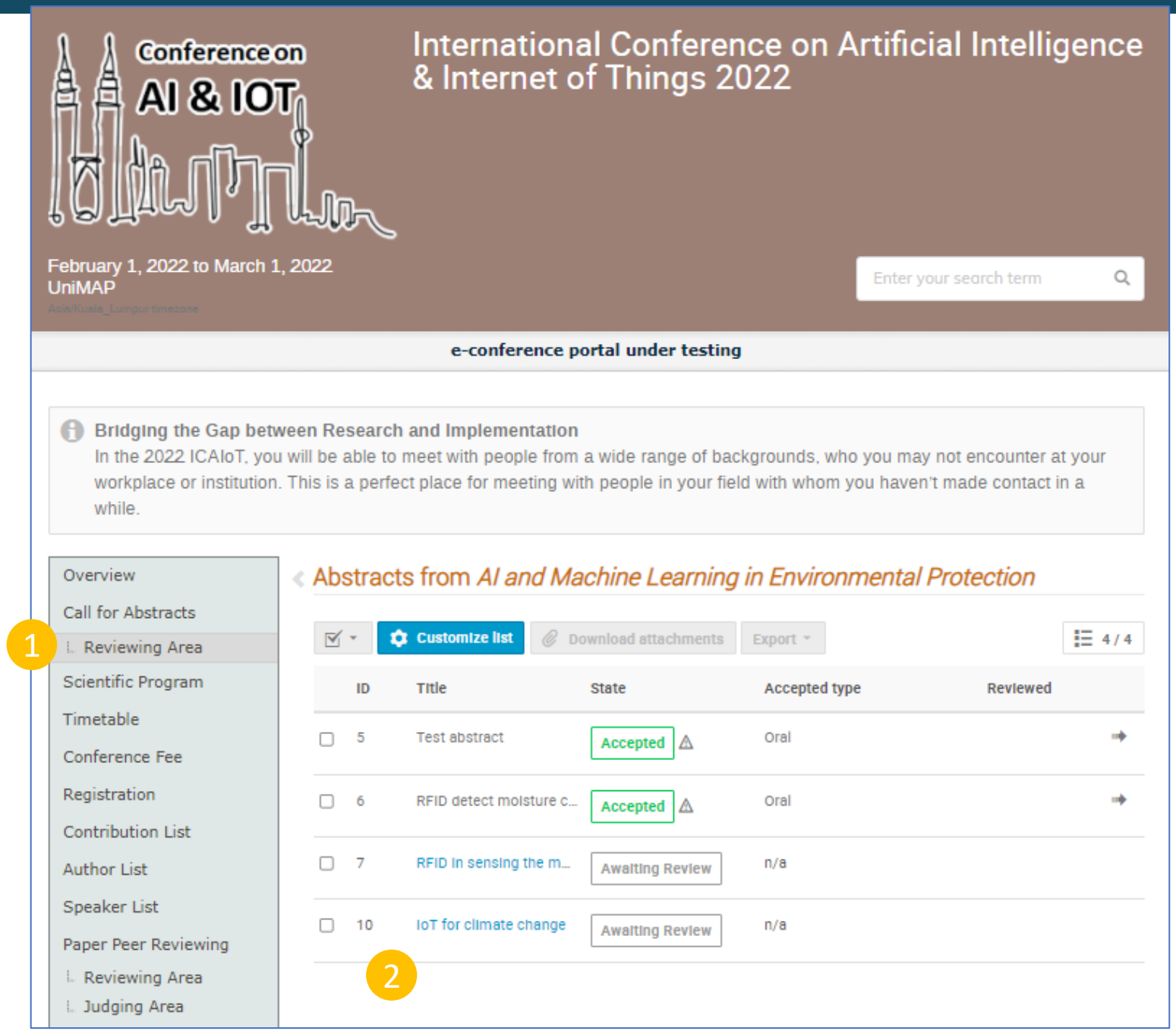
   Paper Peer Reviewing



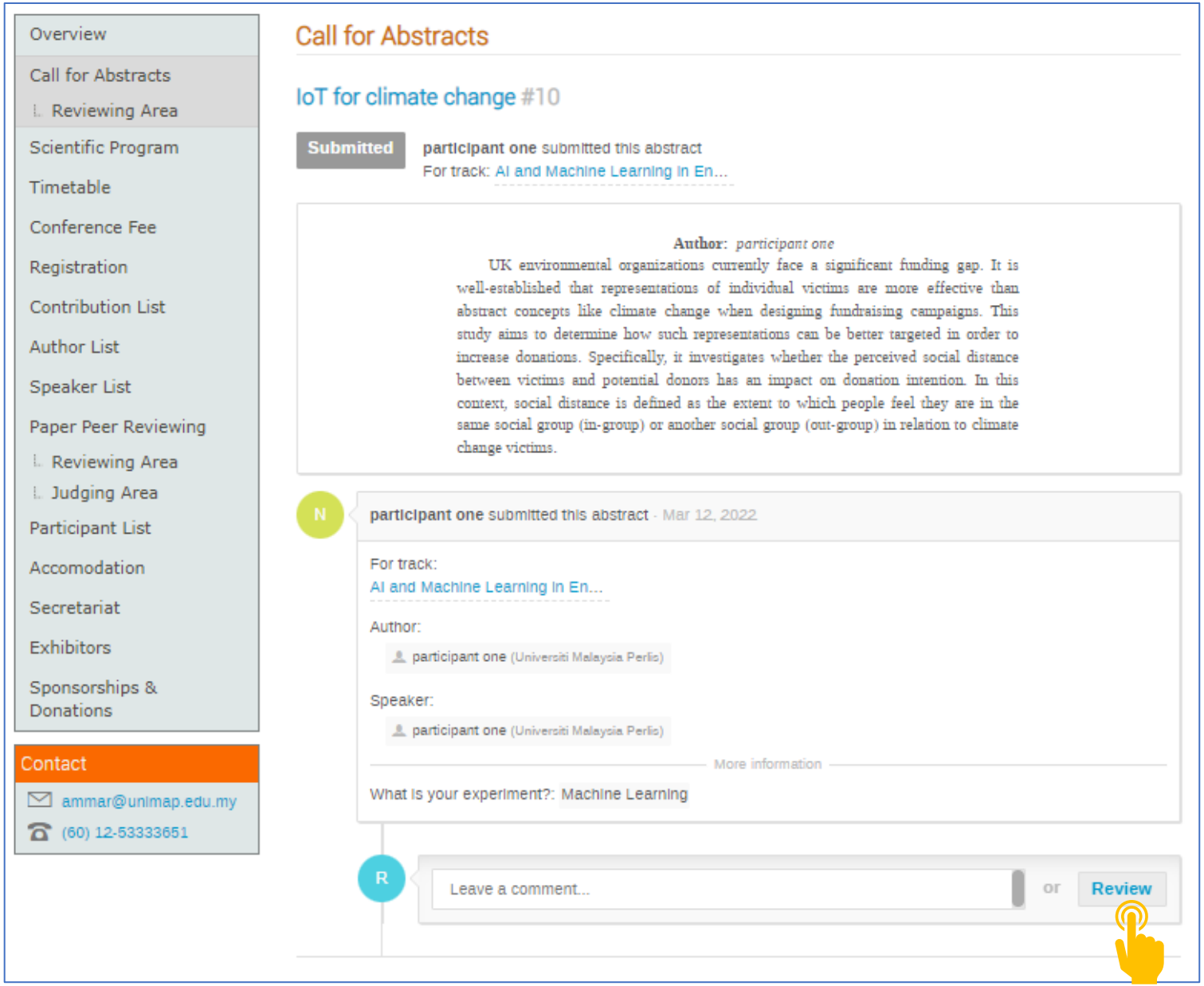
1. Reviewers can find the abstract to be reviewed at

   Call for Abstract → Reviewing Area

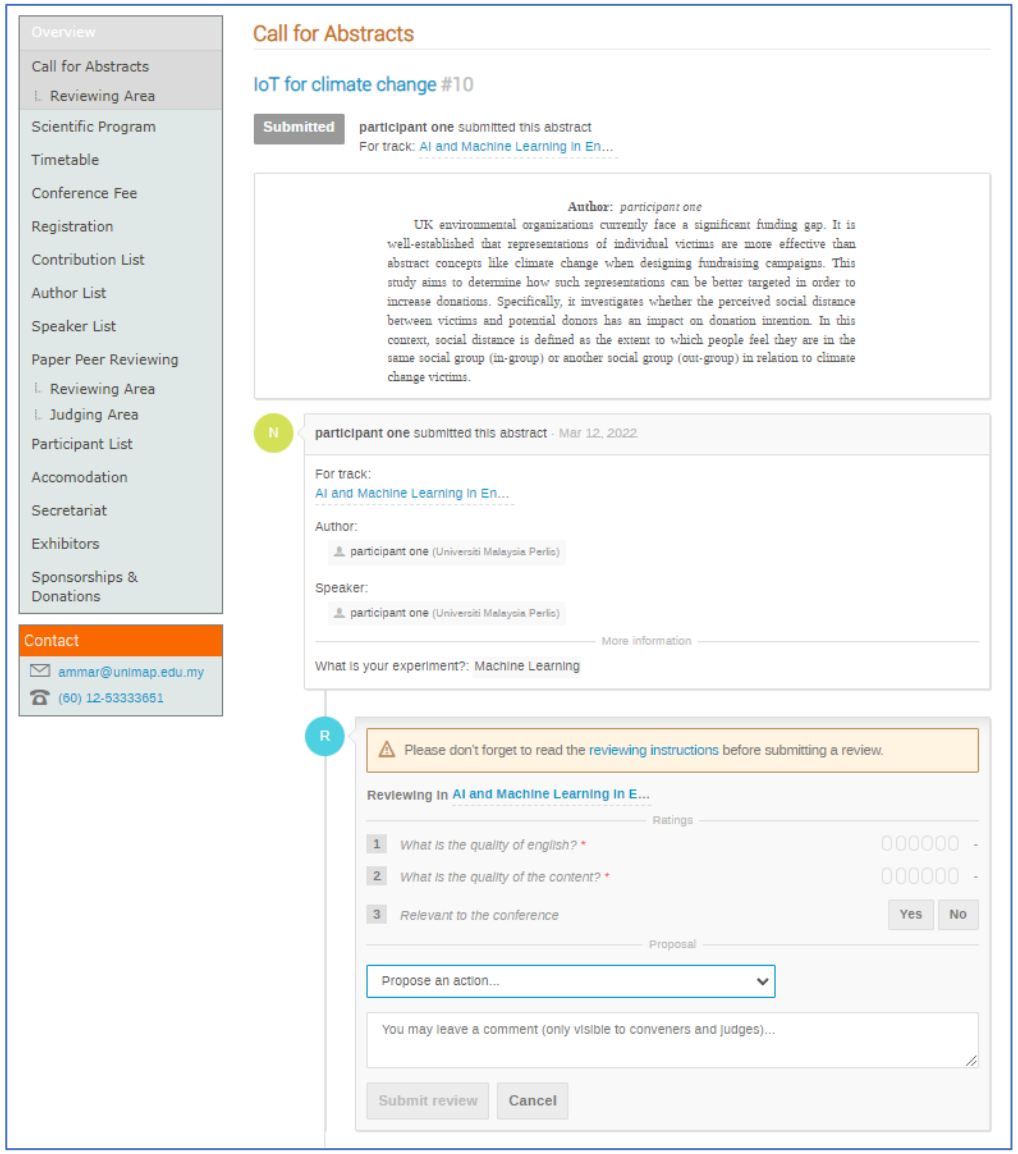
2. List to be reviewed will be available to reviewers.

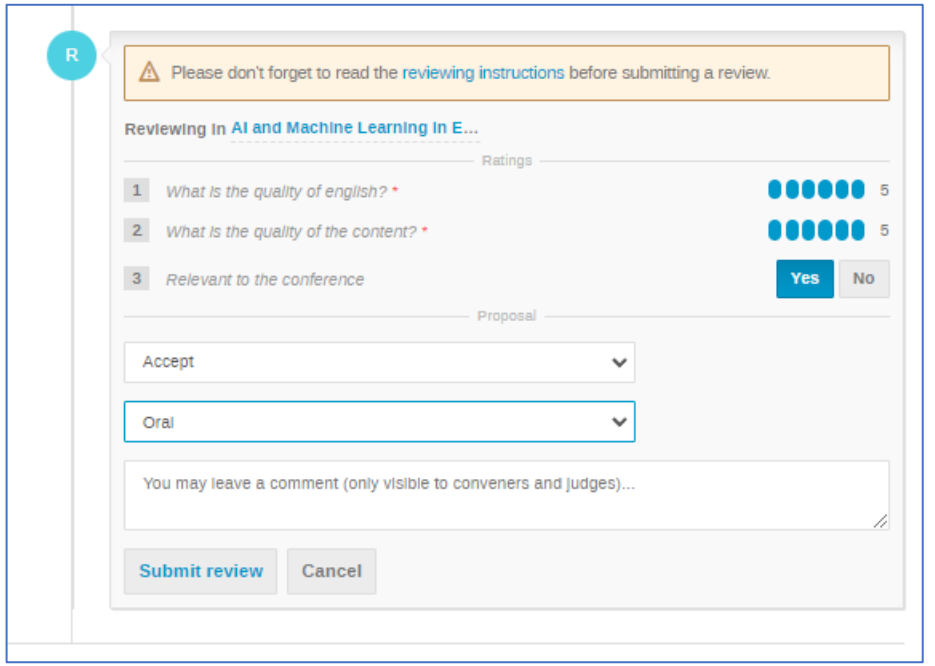


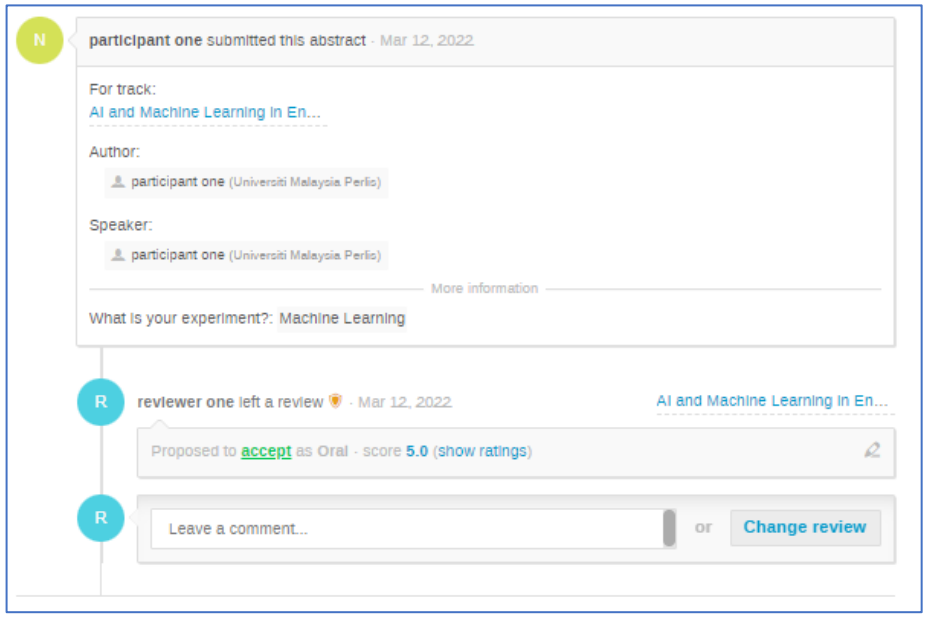
Click the ‘Review’ button in order to start reviewing



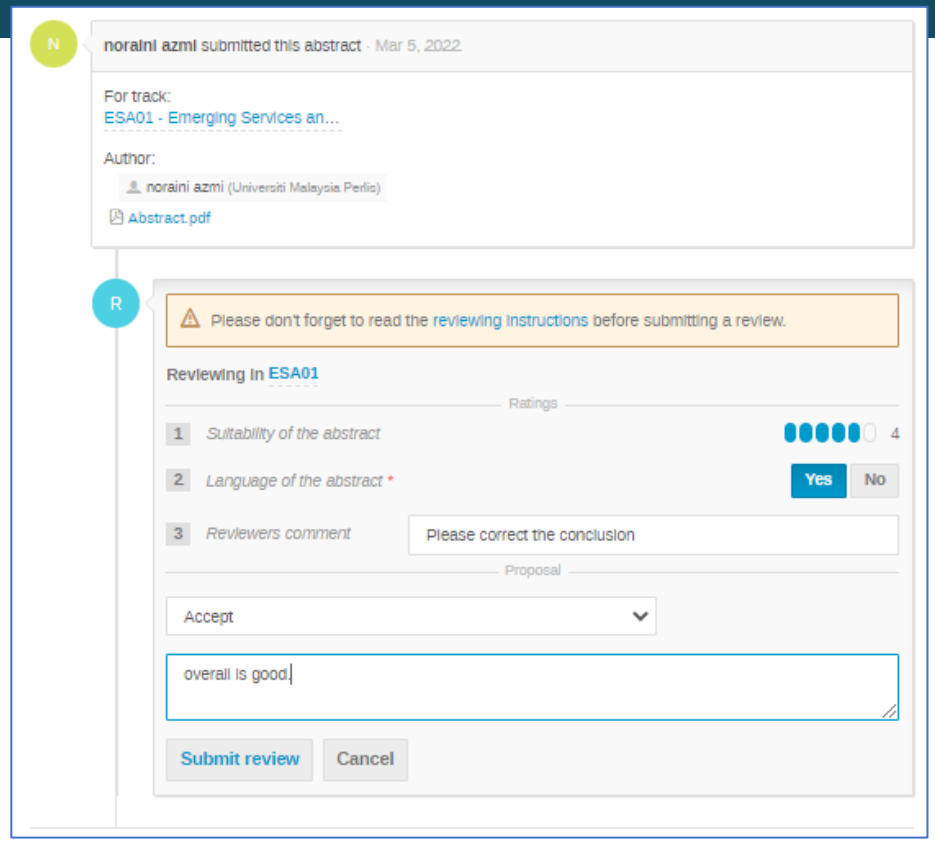
Example review by a reviewer for abstract

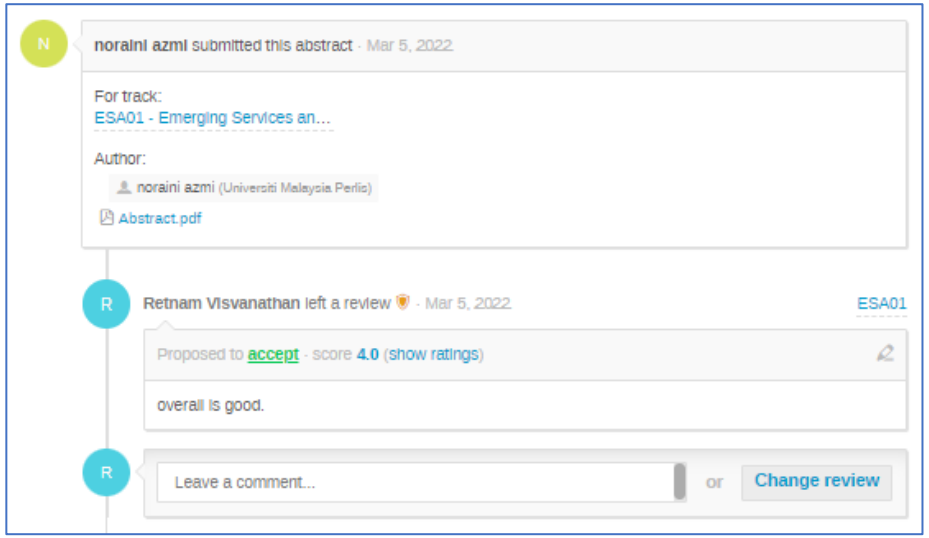




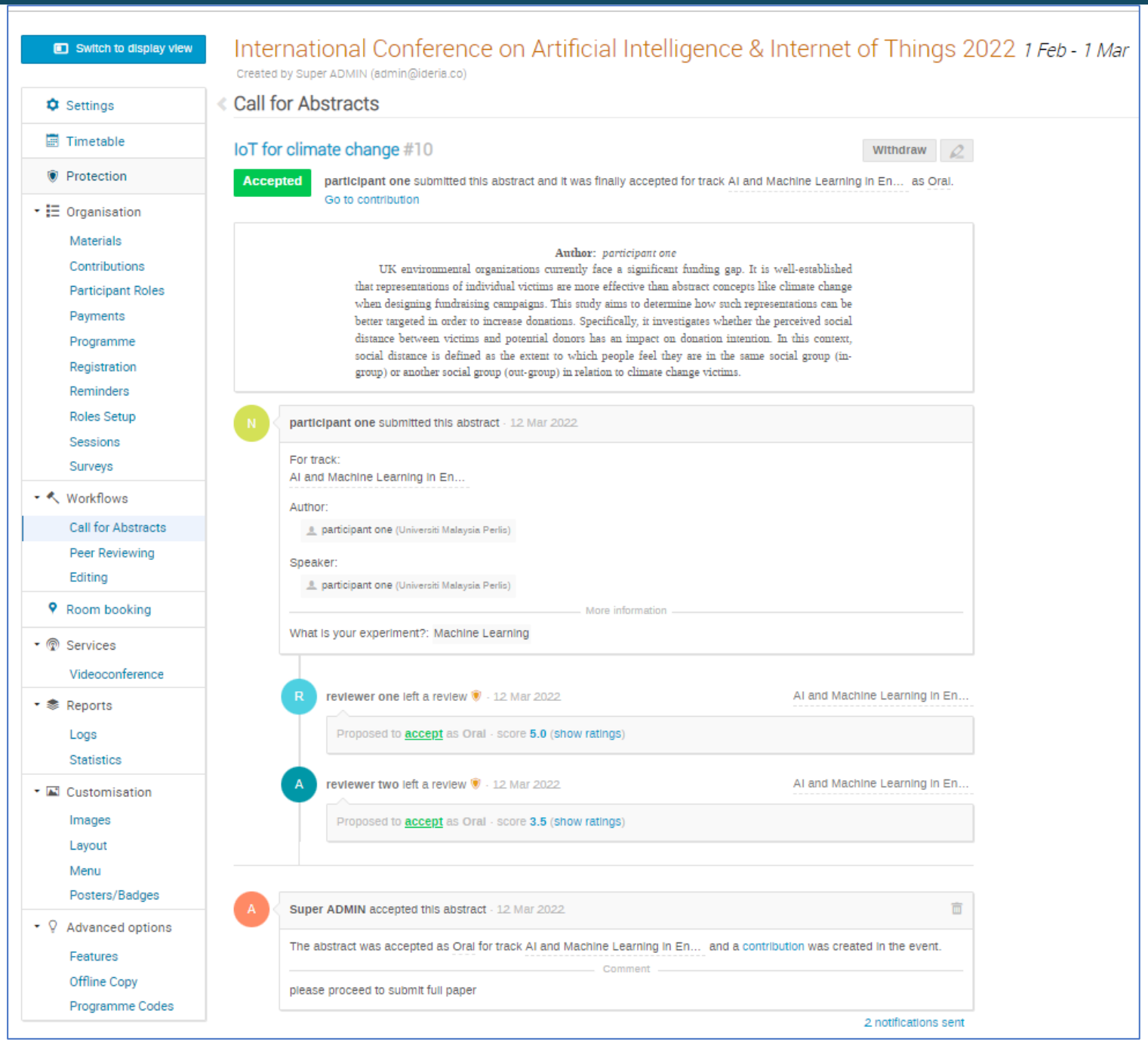


Once the reviewer submitted the review, judge will make the final decision to accept/reject the abstract



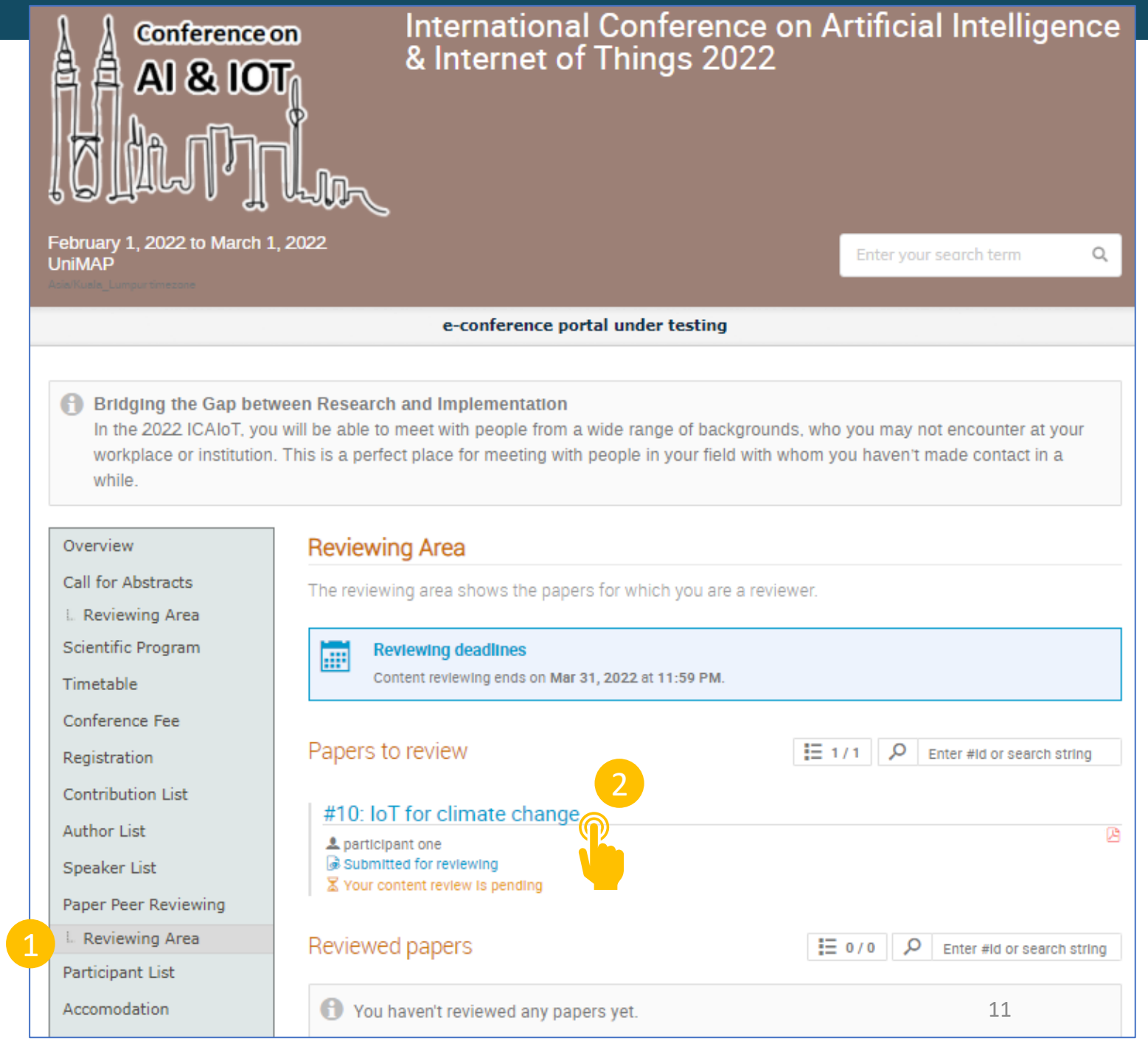


Example Judge accepting the abstract after considering the comment/suggestion by the reviewer



1. To review the paper. Reviewer need to navigate to **Reviewing Area**

2. Click on the title of the paper need to be reviewed



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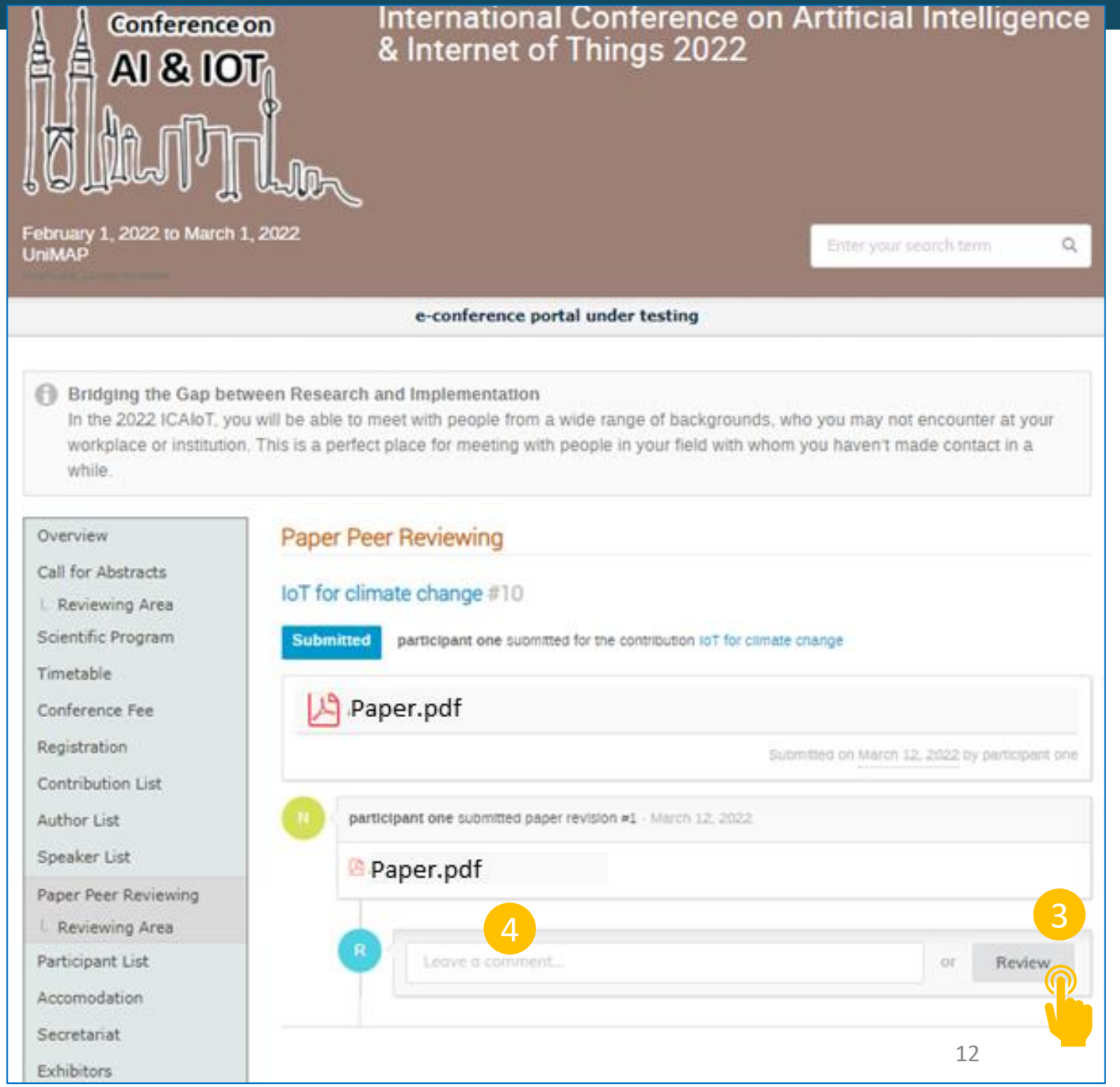
A reviewing page will open after reviewer click on the title of the paper.

3 Next, reviewer need to click on the Review to start reviewing the paper.

4 Reviewer also can leave comments about the paper.



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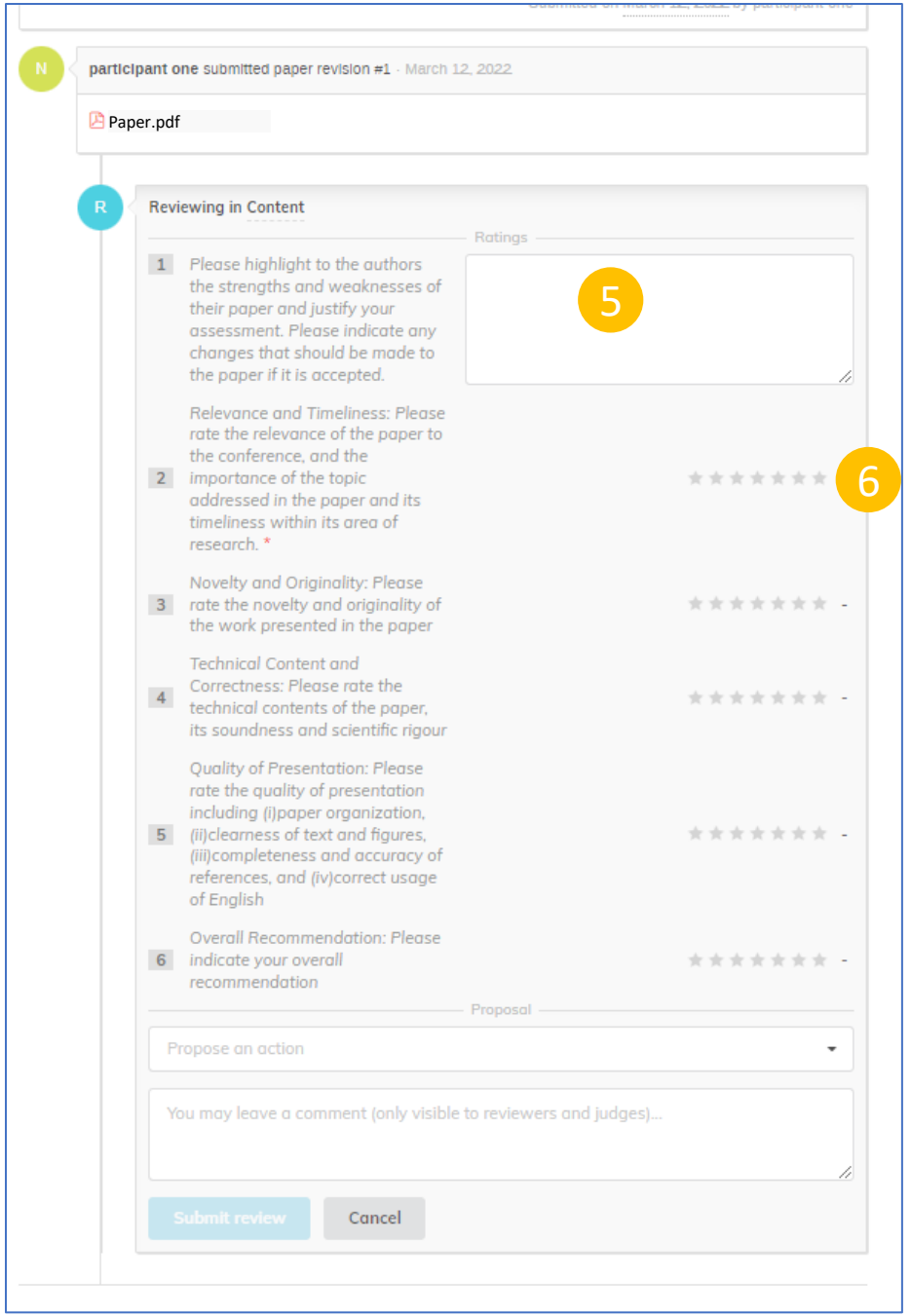
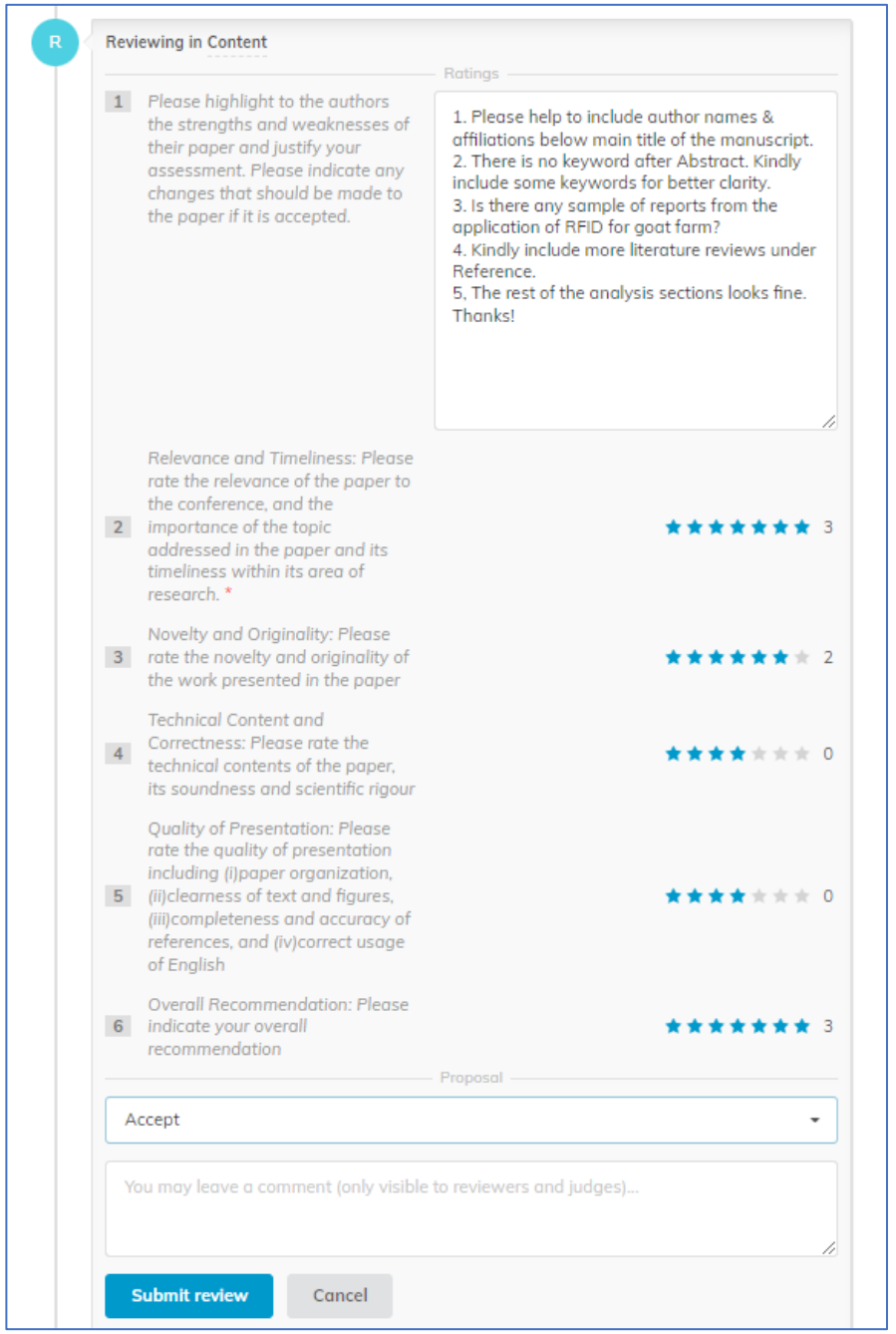
5 Reviewer can write their review (comments & suggestion for the author)

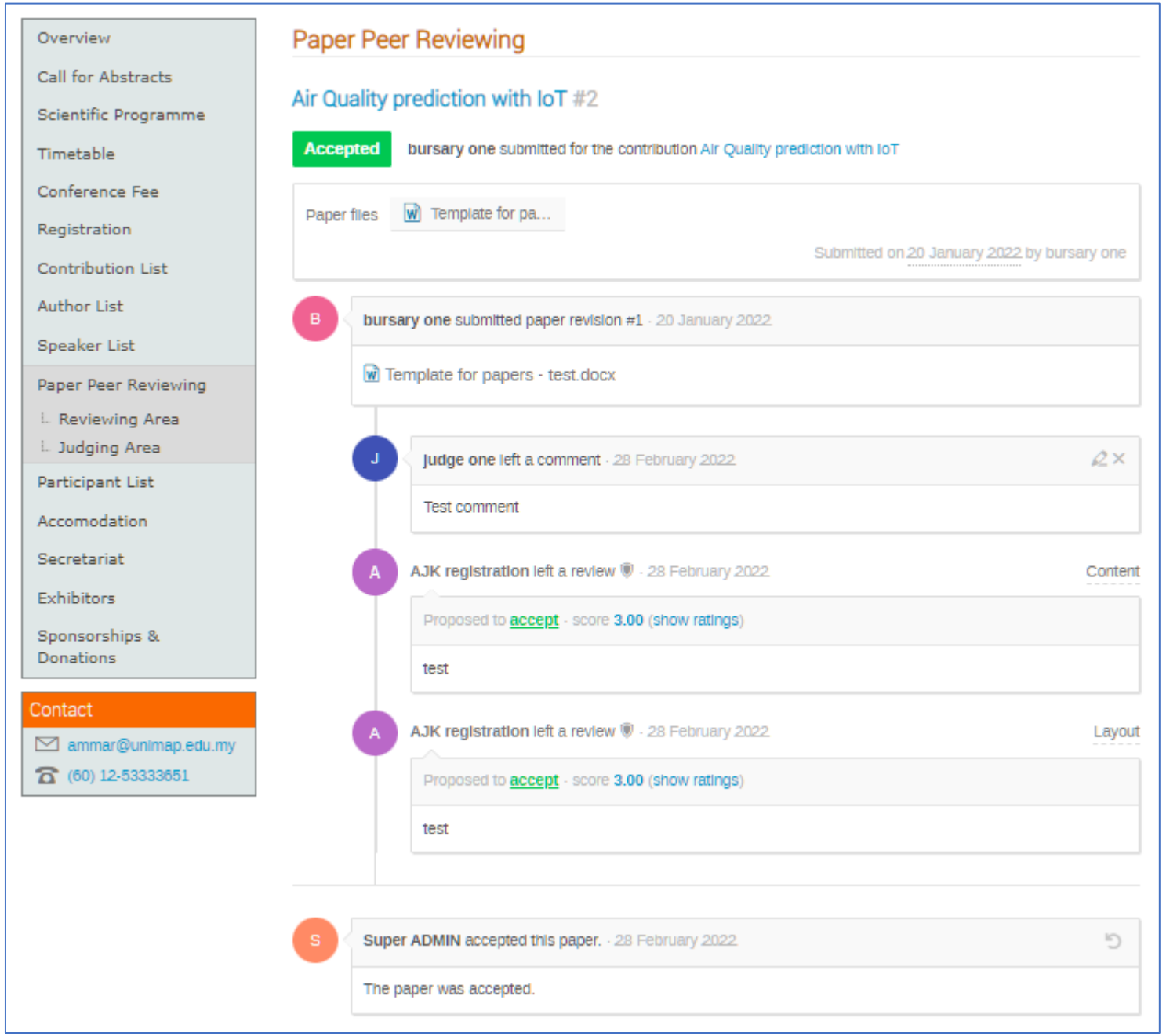
6 For rating question, reviewer can tick the suitable star according to his/her reviews.



Example comments/review from a reviewer for a paper

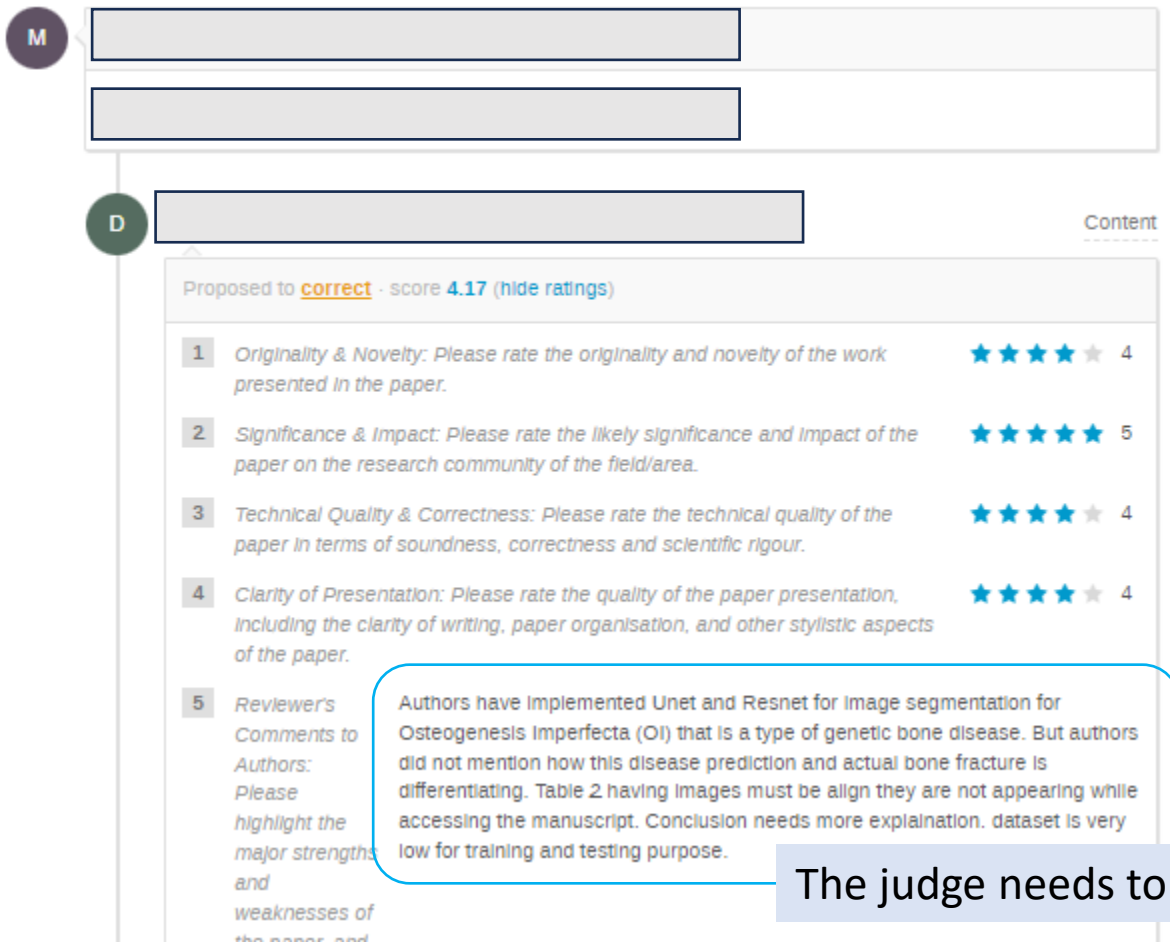


Example Judge accepting a paper. In this example, the admin is assigned as Judge



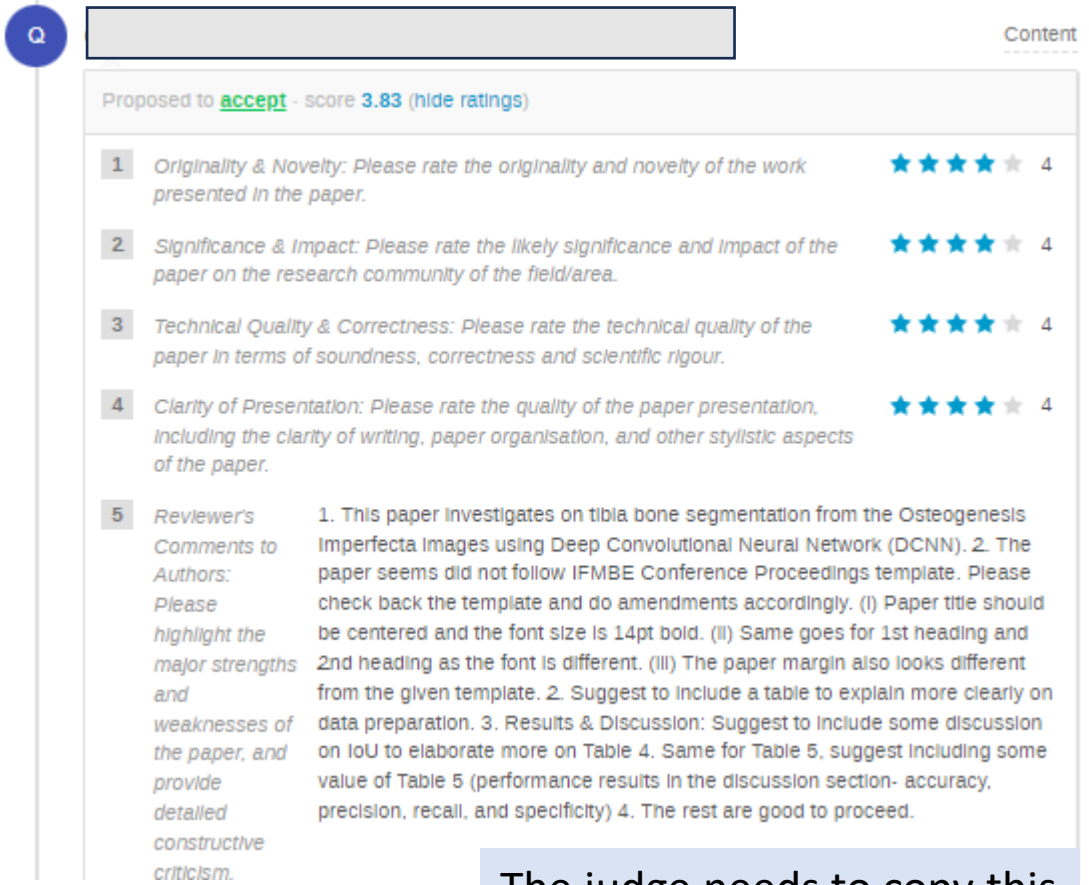
Judge need to copy and paste the comments from the reviewer

For example: comment from first reviewer



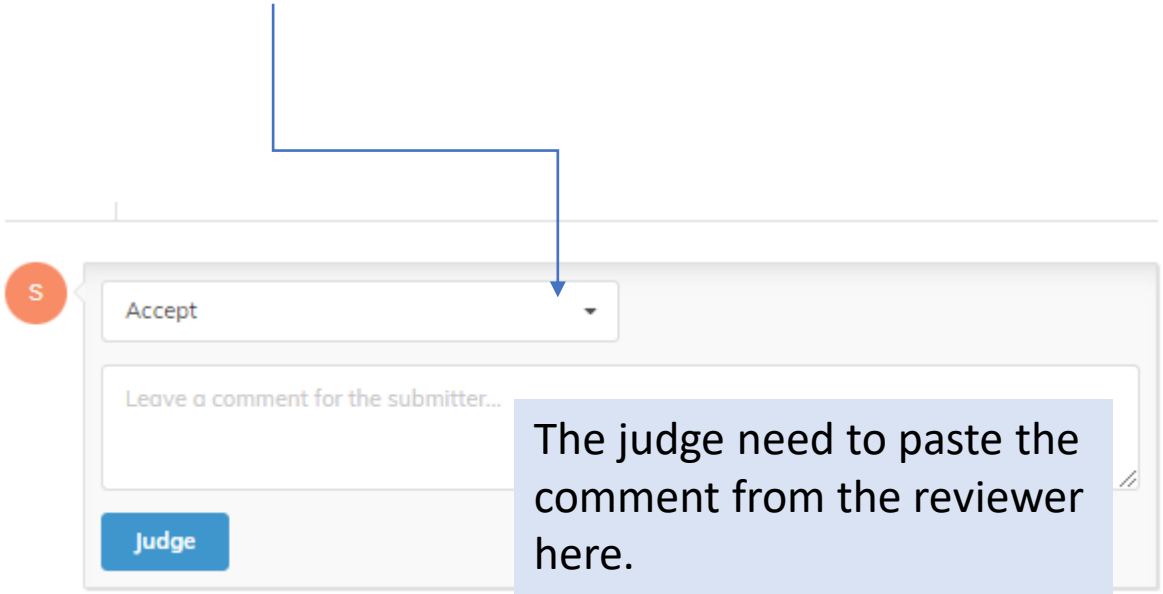
The judge needs to copy this

For example: comment from second reviewer



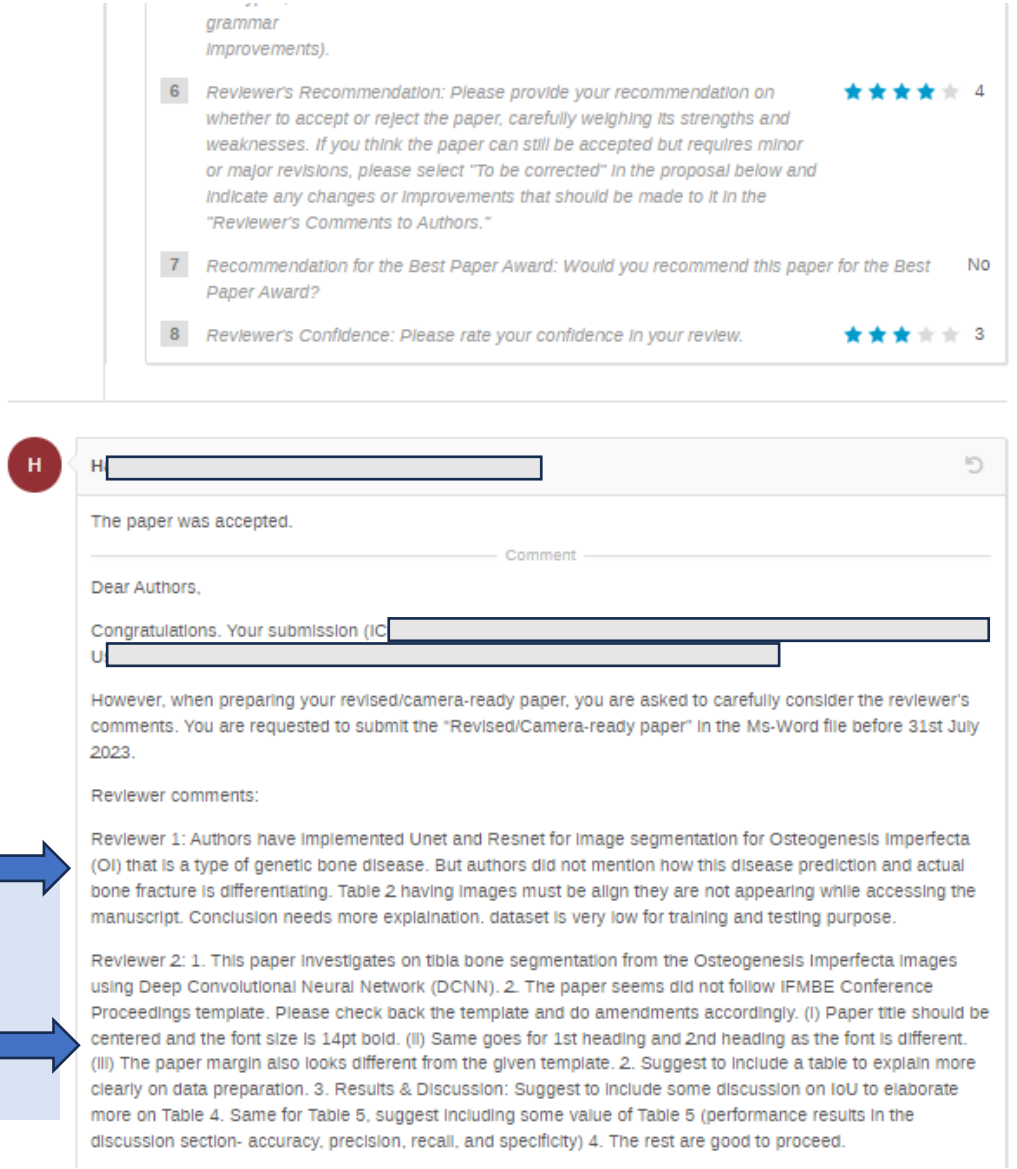
The judge needs to copy this

Judge need to make the final decision



The judge need to paste the comment from the reviewer here.

Judge need to copy and paste the comments from the reviewer



Example:

The comments pasted by judge