



Review steps

1. The principal author submits the full paper in pdf format corresponding to the abstract which has been accepted by the Area Coordinator;
2. The Area Coordinator invites two registered reviewers to review the full paper;
3. The invited reviewers should receive automatic email messages informing that they have been invited to review that paper and that they need to enter their accounts to accept or decline the invitation. The automatic email may never reach their email boxes, in case institution policy bounces back automatic email messages. In this case, the registered reviewers need to enter their accounts every day to check whether or not they have a review invitation on their dashboards. After 3 days the Area Coordinator will cancel the invitation with no response;
4. Upon acceptance, the reviewer will have 7 days to analyze the paper by filling an electronic form with comments in a text box and/or a pdf file attachment;
5. The Area Coordinator will check the review comments and make a final decision;
6. The authors should receive automatic email messages informing that the full paper has been reviewed. Again the automatic email may never reach their email boxes, in case institution policy bounces back automatic email messages. In this case, the authors need to enter their accounts every day to check whether or not their paper has been reviewed;
7. In case the final decision is "accepted with minor revisions" or "rejected unless revised", the authors must revise their full paper according to the reviewers' and Area Coordinator's comments, upload the revised full paper file in pdf format and

an extra pdf file indicating the changes and/or a rebuttal against some referees' comments. To view the comments, the author should click on the link "view full paper" to the right-hand side of the title of the paper: the Area Coordinator Comments, if any, can be viewed at the top of this submission site and the reviewers' comments, if any, can be viewed at the bottom;

8. To submit the revised paper and/or the changes/rebuttal files, the author should click on the link "submit" to the right-hand side of the title of the paper;
9. The Area Coordinator will make a final decision as to accept or reject the revised paper based on the changes/rebuttal and on the revised paper files.

Reviewer evaluation will play a major role in the Area Coordinator decision as to whether to accept the submission for presentation. We place a great deal of trust in the referees. We trust them to be prompt, fair, and to review the submissions carefully and in depth. At the same time, the INAC Organizers are very grateful for the time (max 7 days) and effort the reviewers invest in this review process, in which case a certificate of reviewer will be issued to them by ABEN.

Ricardo C. Barros
INAC 2017 Editorial System Chair