

# International Conference on Program Comprehension (ICPC)

## Guidelines on Conference Submissions, adopted June 2014

### 1. Submissions

- a. Authors of submissions to ICPC must agree to follow all applicable rules found in the IEEE Publication Services and Products Board Operations Manual (<http://www.ieee.org/documents/opsmanual.pdf>). These include rules related to Authorship (Section 8.2.1.A), Responsibilities (Section 8.2.1.B), and Referencing Guidelines (Section 8.2.10).
- b. Authors must also agree to follow all applicable guidelines in the IEEE Code of Ethics (Section 7.8 of IEEE Policies: <http://www.ieee.org/about/corporate/governance/p7-8.html>).
- c. Authors should also acknowledge any funding agencies and grants that paid for the work described in their submission. If there is no specific agency or grant funding the work, e.g. the work with done with general funding from the university or corporation to which the authors belong, authors should state explicitly that they received no specific funding from any agency or grant.

### 2. Reviews

- a. Reviewers of submissions to ICPC must agree to follow all applicable rules found in the IEEE Publication Services and Products Board Operations Manual (<http://www.ieee.org/documents/opsmanual.pdf>). These include rules related to Reviewers (Section 8.2.1.C)
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- c. The ICPC Program Chairs must agree to follow all applicable rules found in the IEEE Publication Services and Products Board Operations Manual (<http://www.ieee.org/documents/opsmanual.pdf>). These include rules related to the Review Process for Conference Publications (Section 8.2.2.B).
- d. Each paper submitted, if considered suitable by the ICPC Program Chairs, will be referred by at least three reviewers.

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- a. No Program Committee member (reviewer or subreviewer) may review an author's paper if they have a conflict of interest.
- b. Conflicts between authors and reviewers include
  - i. Affiliation with the same institution within 4 years (anywhere in your organization or parent company counts). Note that this includes your previous institution if you have recently changed jobs, and your future institution if you are in the process of changing jobs.
  - ii. Co-author, pending co-author, or submitted co-author of a publication within 4 years, in any technical area, including patents, technical reports, etc.

- iii. Reviewer who proofread the author's papers for the ICPC Proofreading Track
- c. Once a paper has been submitted to ICPC for review, the author list may not be changed, to avoid introducing any new conflicts of interest.