

How to be a good reviewer



Jordi Pont-Tuset
Google Research
June 14th, CVPR 2020



@jponttuset



jponttuset.cat



1.
Before

2.
During

3.
After

1.
Before

1. Before



1. Before

Dear Jordi Pont-Tuset,

Due to your scientific profile and expertise, we invite you to serve as a reviewer for CVPR 2020 (<http://cvpr2020.thecvf.com/>). The quality of our conference depends on the willingness of reviewers like you to provide thoughtful, high-quality reviews. We hope you can join us and make CVPR 2020 a huge success.

Benefits for Reviewers: 100 of our top reviewers will receive a CVPR Top Reviewer certificate and a gift certificate of \$100 USD. In addition, all reviewers who did a good job (on time in submitting reviews, no reviews with very few words) will be guaranteed a registration ticket for a period of time after registration opens. (CVPR 2019 registration sold out and we predict similar popularity this year.)

The review process will be double blind. After the paper submission deadline (see the schedule below), a list of papers will be assigned to you (up to 10 for experienced reviewers, 6 for students). You will also receive detailed instructions that will help you to complete your evaluations properly. Based on the reviews, authors will be able to submit rebuttals to address the reviewers' comments. A discussion between reviewers will follow, moderated by the area chairs. Then you will make your final recommendation for each paper.

The reviewing schedule is as follows:

- November 15: Paper submission deadline
- December 7: Papers assigned to reviewers; start of review period
- January 17: Reviews due
- February 8: Author rebuttals due; start of discussion period
- February 17: Final reviewer recommendations due
- February 24: Decisions released to authors

On behalf of the computer vision community, we count on your expertise and hope you will accept this invitation.

Click the link below to accept.

<https://cmt3.research.microsoft.com/CVPR2020/User/AcceptInvitation?uniqueId=>

Click the link below to decline.

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The invitation expires on 9/27/2019.

If you accept our invitation, please follow the instructions below to log in and set up your profile in CMT3.

Website: <https://cmt3.research.microsoft.com/CVPR2020>

Step 1: Login using older password or reset password.

Step 2: Enter your domain conflict information. Please enter the domain of the academic department or institution where you currently work or study (example: cs.toronto.edu), and also all institutions where you worked or studied in the last three years. DO NOT enter the domain of email providers such as gmail.com, [yahoo.com](mailto@yahoo.com), hotmail.com as your institutional conflict. Note that your institutional conflict information is not automatically extracted from your email or from the name of your institution, thus you must enter it here.

Step 3: Enter your user type.

Step 4: Enter Subject Areas (from dropdown menu accessed by clicking your name).

Step 5: Indicate your willingness to serve as an emergency reviewer. If you agree to have your initial quota lowered by 1-2 papers in exchange for reviewing 1-2 papers within 48-72 hours between January 18-24, please select emergency reviewing as one of your secondary subject areas. All the emergency reviewers will get a special mention in CVPR 2020.

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Step 7: Make sure your TPMS profile is accurate. We will be using Toronto Paper Matching System (TPMS) scores, together with the subject areas that you entered on CMT, to determine which papers to assign to you for review, so it is important to have an up-to-date entry that accurately reflects your interests.

Reviewers can create profiles by first registering here:

<http://torontopapermatching.org/webapp/profileBrowser/register/>

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Once logged in reviewers populate their profiles by uploading their papers to it. It is best if you have approximately 10 papers that are representative of the kind of papers you wish to review. If you have too few or too many papers you may not get good quality matches.

Uploading papers is pretty straightforward but just in case here's a nice video that details the step-by-step procedure:

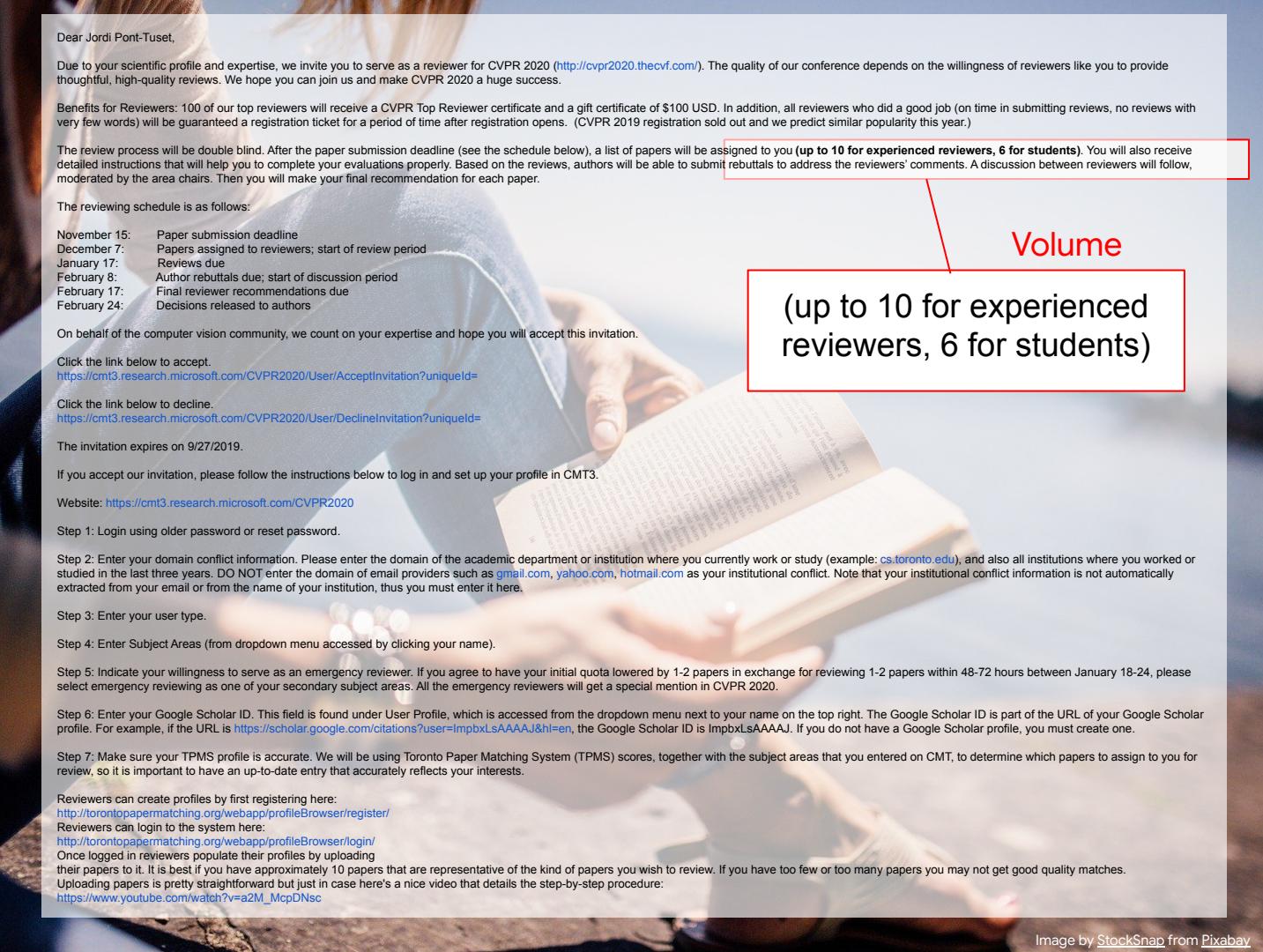
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1. Before



Read the email

1. Before



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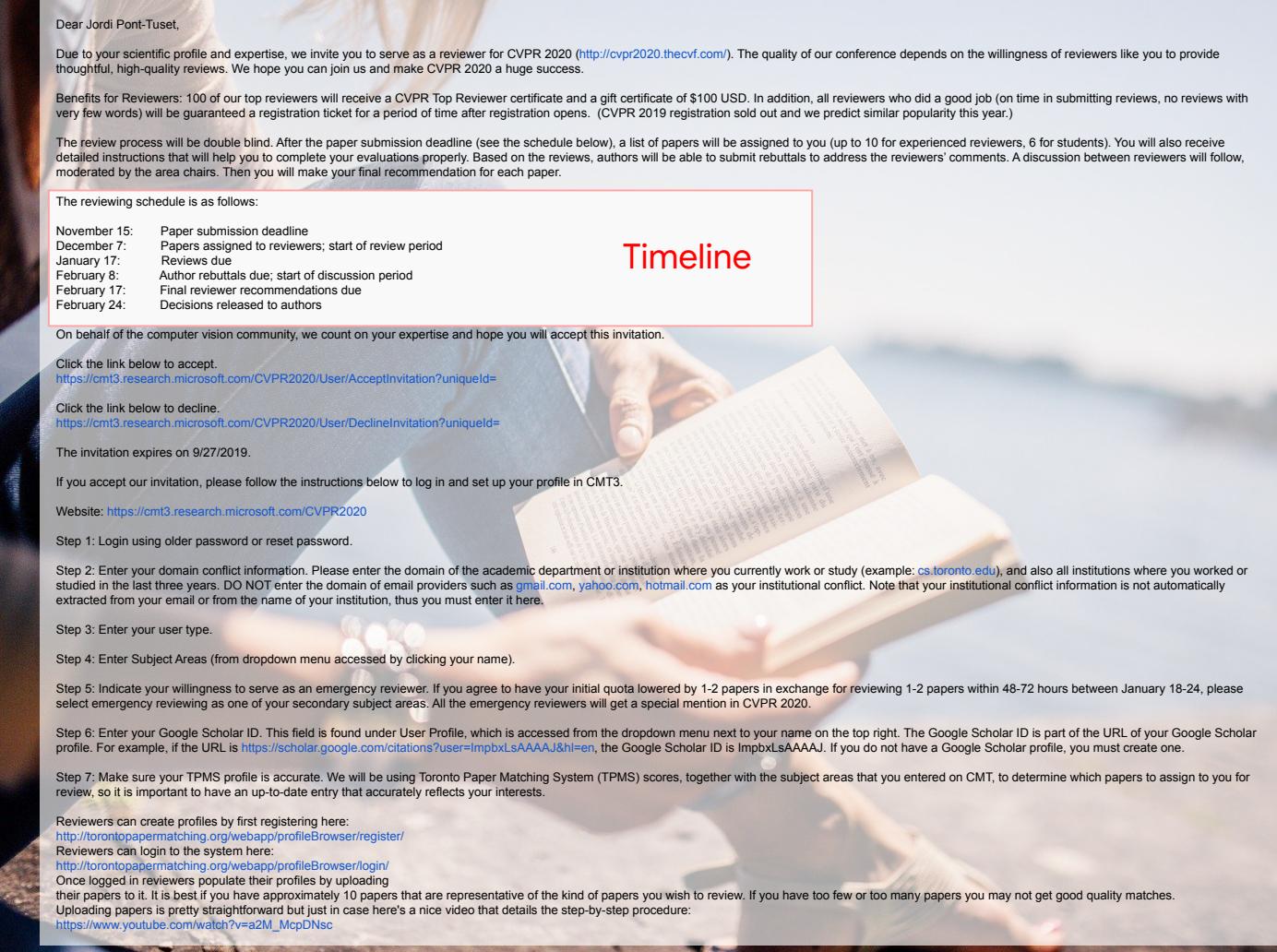
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Volume

(up to 10 for experienced reviewers, 6 for students)

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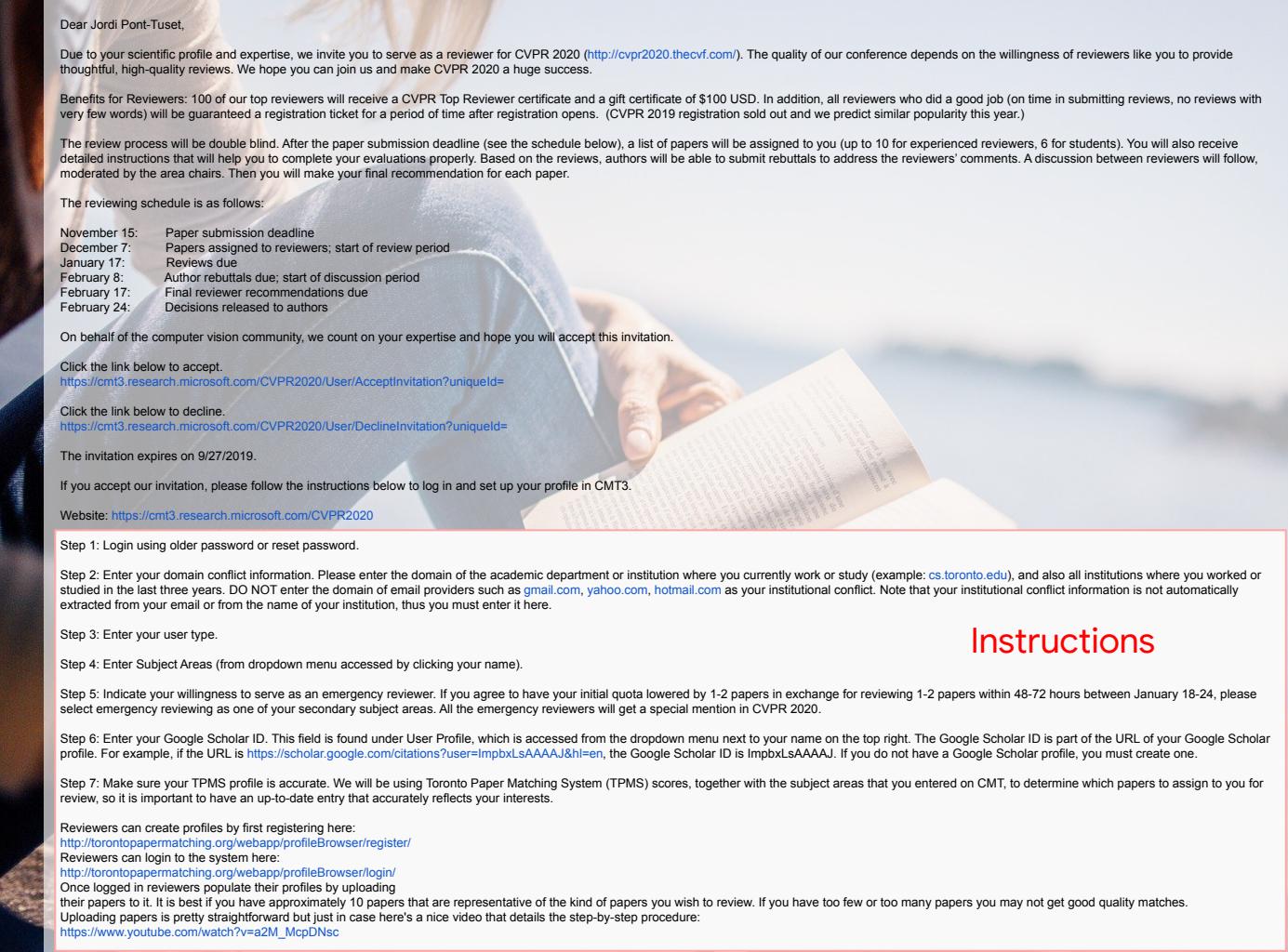
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Instructions

1. Before

*I have a lot of
experience,
it's always
the same*



1. Before

*When you
assume...*

*You make an
ASS out of
U and
ME*



- [Timeline](#)
- [Author Guidelines](#)
- [Reviewer Guidelines](#)
- [Workshop Proposals](#)
- [Tutorial Proposals](#)

REVIEWER GUIDELINES

Last update: Jan 31th, 2020

The CVPR 2020 Reviewer Guidelines

Thank you for volunteering your time to review for CVPR 2020! To maintain a high-quality technical program, we rely very much on the time and expertise of our reviewers. This document explains what is expected of all members of the Reviewing Committee for CVPR 2020.

Benefits for Reviewers: 100 of our top reviewers will receive a CVPR Top Reviewer certificate and a gift certificate of \$100 USD. In addition, all reviewers who did a good job (on time in submitting reviews, no reviews with very few words) will be guaranteed a registration ticket for a period of time after registration opens.

In addition to the guidelines below, you should read this [CVPR 2020 Reviewer Tutorial](#) for a summary of the decision process, annotated examples of good/bad reviews, and tips. You may also be interested in the [CVPR 2020 Area Chair Tutorial](#) to give you an overview of the process from the Area Chairs' point of view.

The CVPR 2020 Reviewing Timeline

Paper Submission Deadline	November 15, 2019
Papers Assigned to Reviewers	December 7, 2019
Reviews Due	January 17, 2020
Start of Post-Rebuttal Discussion Period	February 9, 2020
Final Recommendations Due	February 17, 2020
Decisions Released to Authors	February 23, 2020

Blind Reviews

Our Author Guidelines have instructed authors to make reasonable efforts to hide their identities, including omitting their names, affiliations, and acknowledgments. This information will of course be included in the published version. Likewise, reviewers should make all efforts to keep their identity invisible to the authors.

With the increase in popularity of arXiv preprints, sometimes the authors of a paper may be known to the reviewer. Posting to arXiv is NOT considered a violation of anonymity on the part of the authors, and in most cases, reviewers who happen to know (or suspect) the authors' identity can still review the paper as long as they feel that they can do an impartial job. An important general principle is to make every effort to treat papers fairly whether or not you know (or suspect) who wrote them. If you do not know the identity of the authors at the start of the process, DO NOT attempt to discover them by searching the Web for preprints.

Please read the FAQ at the end of this document for further guidelines on how arXiv prior work should be handled.

Check your papers

As soon as you get your reviewing assignment, please go through all the papers to make sure that (a) there is no obvious conflict with you (e.g., a paper authored by your recent collaborator from a different institution) and (b) you feel comfortable to review the paper assigned. If either of these issues arise, please let us know right away by emailing the Program Chairs (program-chairs-cvpr2020@googlegroups.com).

Please read the [Author Guidelines](#) carefully to familiarize yourself with all official policies (such as double submission and plagiarism). If you think a paper may be in violation of one of these policies, please contact the Program Chairs. In the meantime, proceed to review the paper assuming no violation has taken place.

What to Look For

1. Before

1. Before

Take-home messages

Read the reviewer instructions carefully:

- **Dates** → Mark them on your calendar.
- **Volume** → Reserve enough time.
- **Process** → Check it, it changes.



Image by ambermb from Pixabay

2. During

2. During



Assignments available

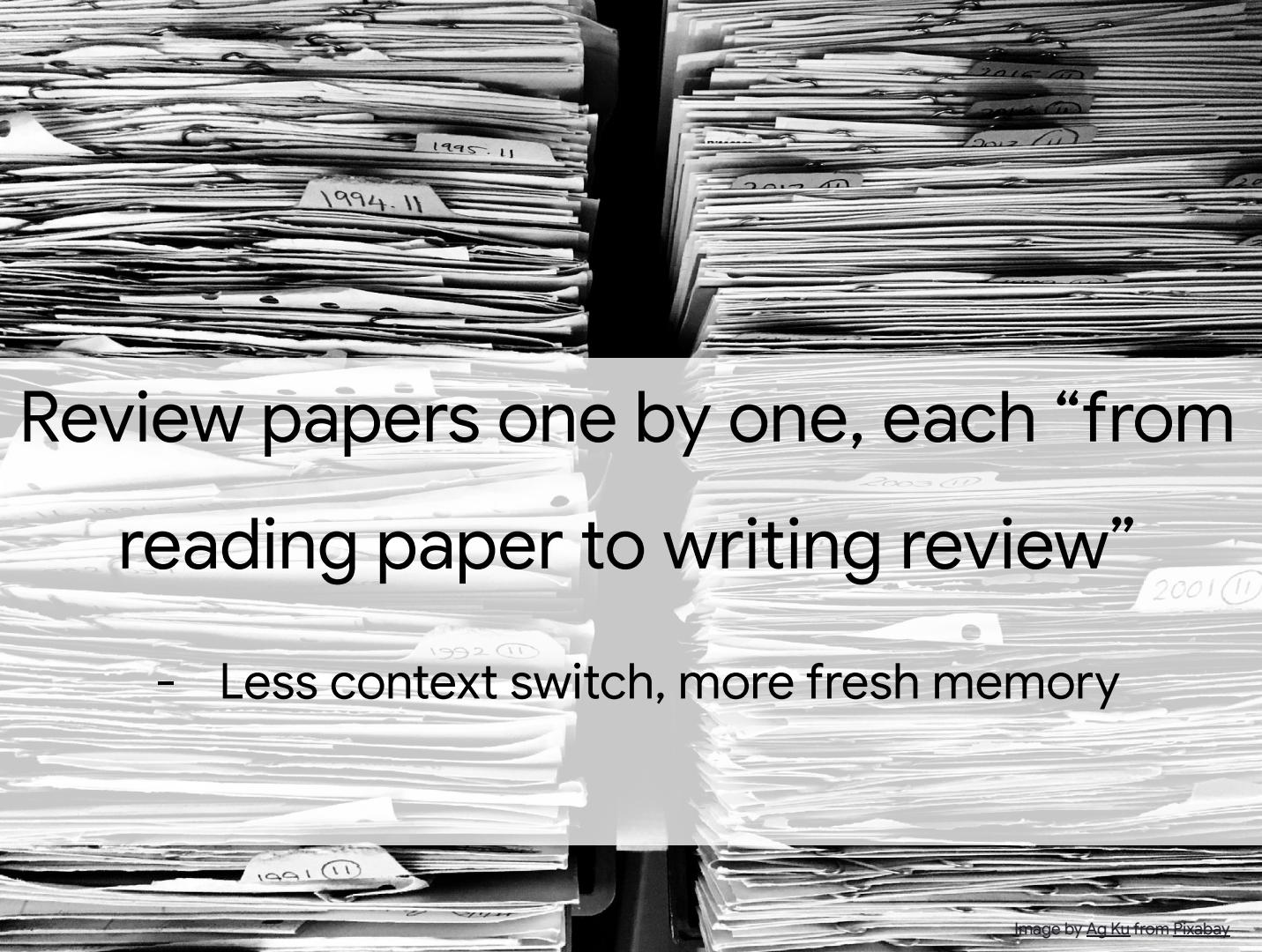
2. During



Check papers right away

- Conflicts of interest
- Match your expertise

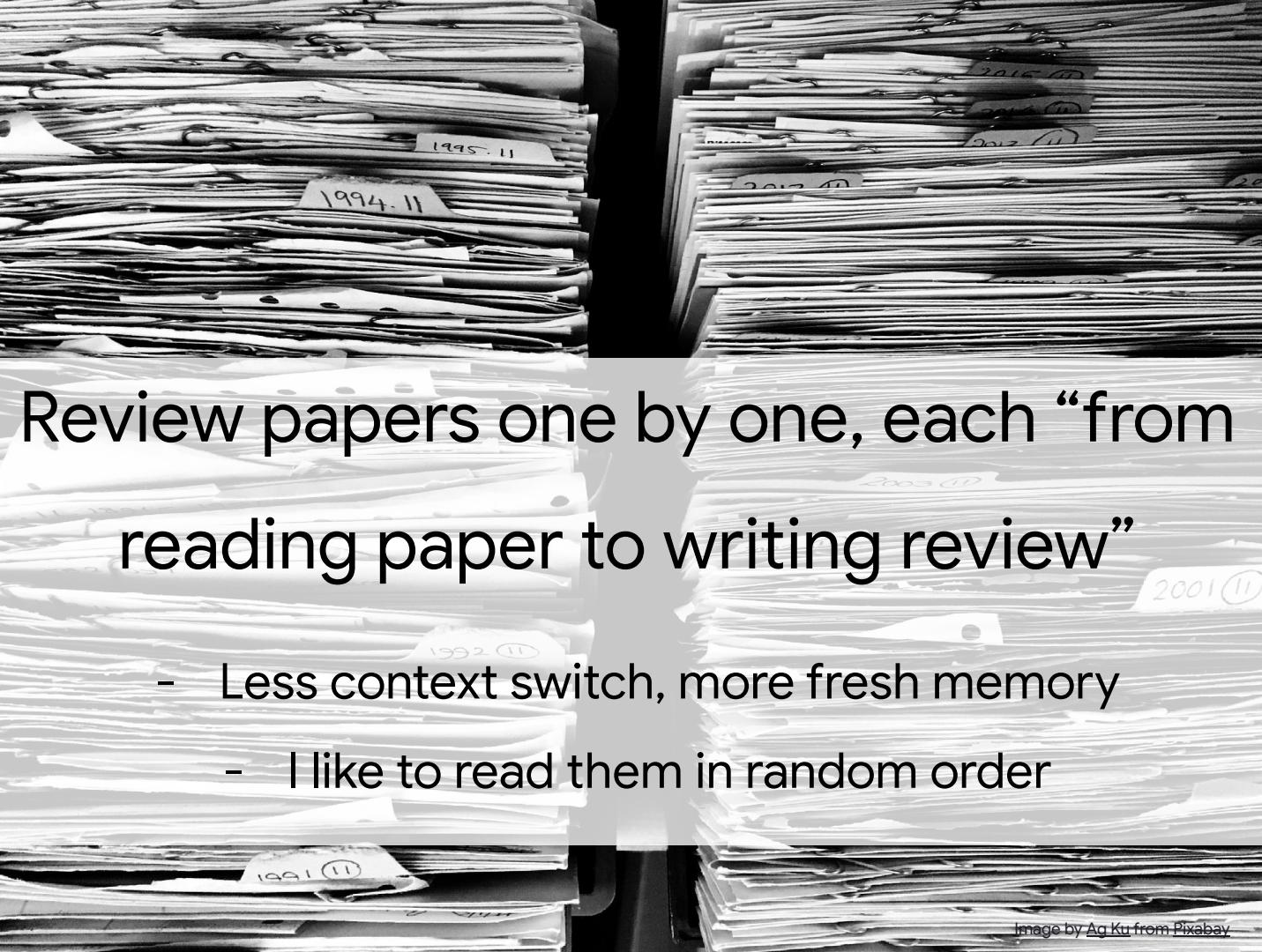
2. During



Review papers one by one, each “from reading paper to writing review”

- Less context switch, more fresh memory

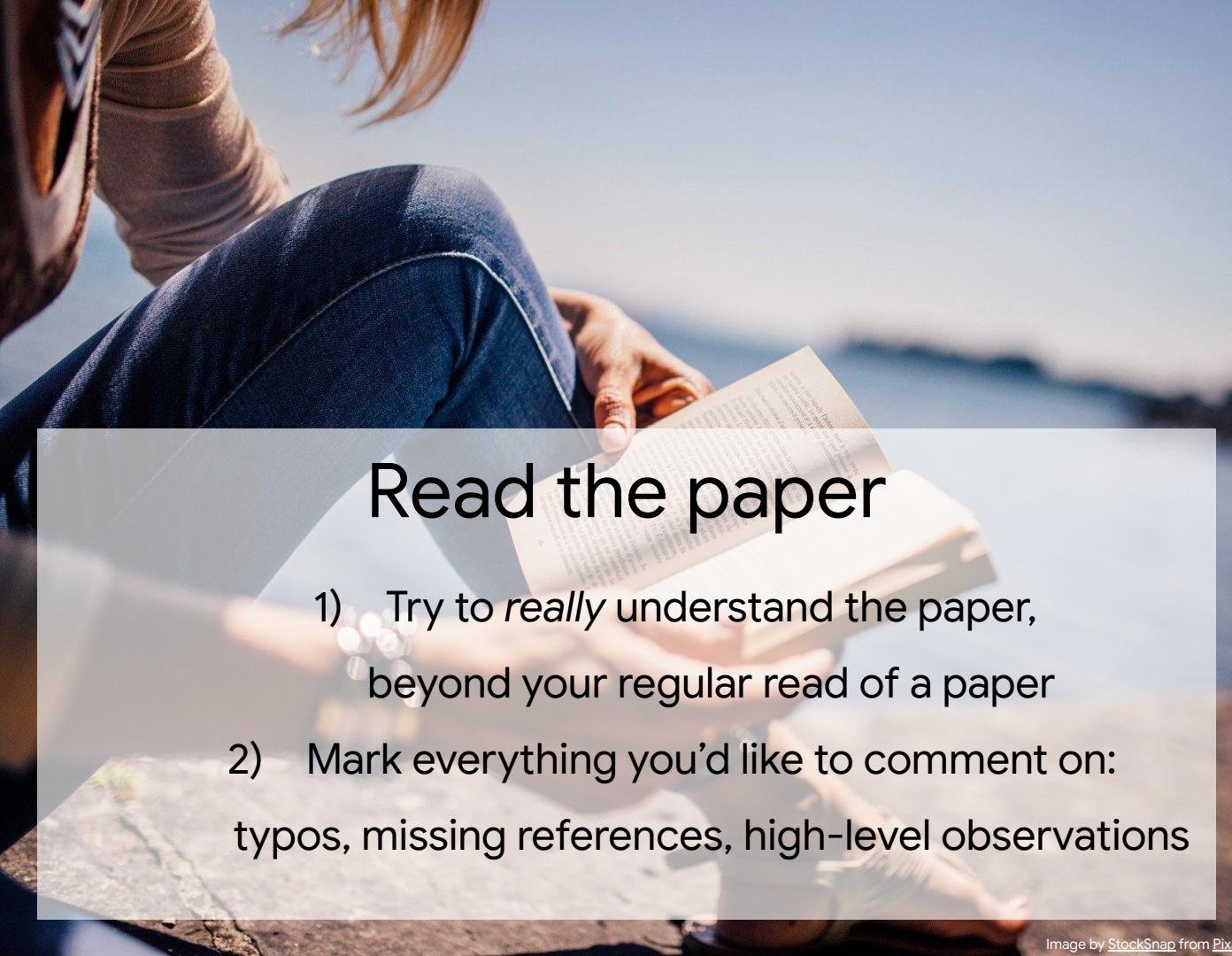
2. During



Review papers one by one, each “from reading paper to writing review”

- Less context switch, more fresh memory
- I like to read them in random order

2. During



Read the paper

- 1) Try to *really* understand the paper,
beyond your regular read of a paper
- 2) Mark everything you'd like to comment on:
typos, missing references, high-level observations

2. During

Structure the strengths/weaknesses

- 1) Go through your comments and classify them into major or minor



2. During

Structure the strengths/weaknesses

- 1) Go through your comments and classify them into major or minor
- 2) Create blocks of similar comments



2. During

Structure the strengths/weaknesses

- 1) Go through your comments and classify them into major or minor
- 2) Create blocks of similar comments
- 3) Sort them by importance

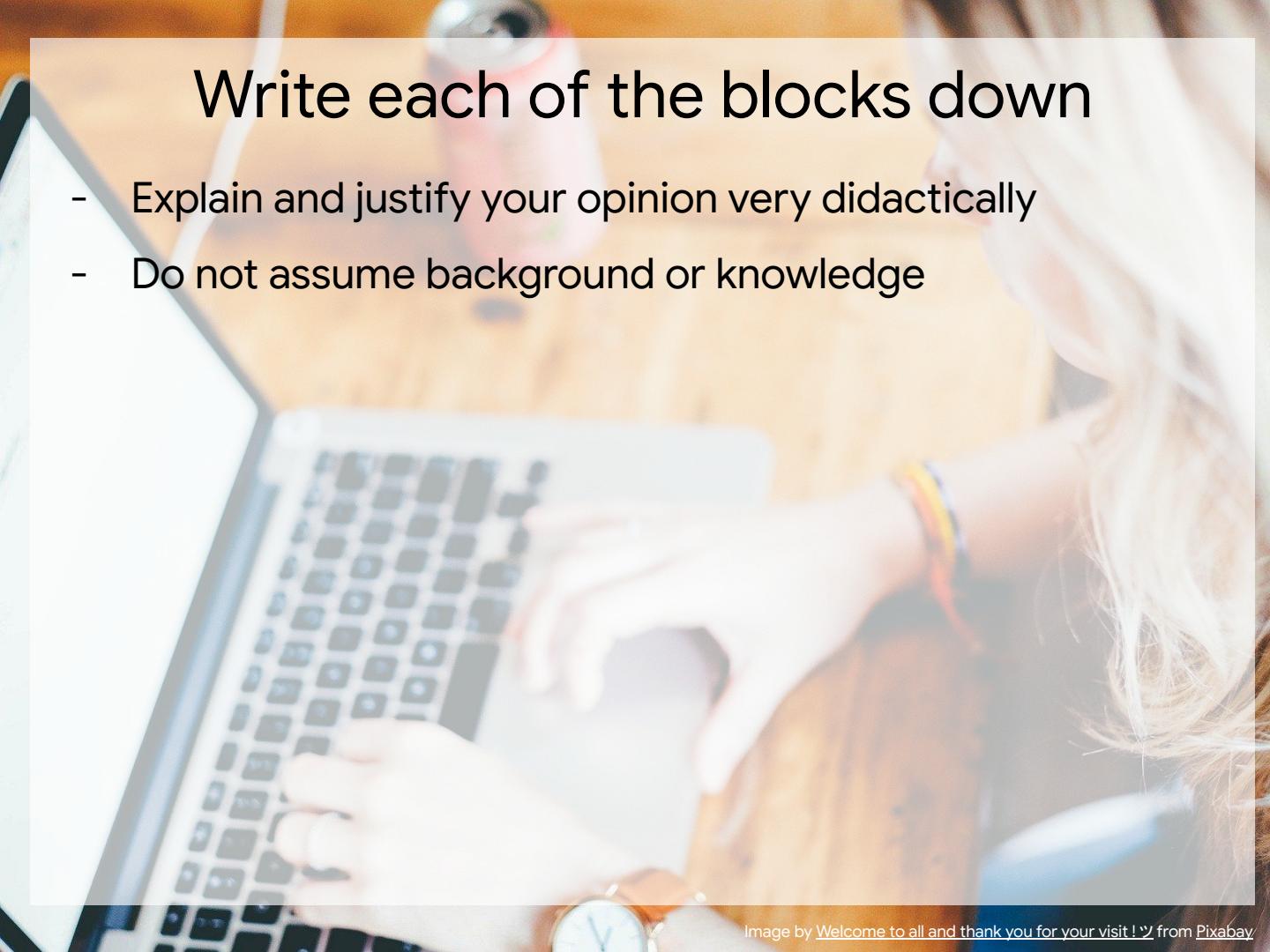


2. During

Write each of the blocks down

- Explain and justify your opinion very didactically



A blurred background image shows a person with blonde hair wearing a black t-shirt and a blue and yellow beaded bracelet. They are sitting at a wooden desk, looking down at a silver laptop keyboard. A red can is on the desk to their left.

Write each of the blocks down

- Explain and justify your opinion very didactically
- Do not assume background or knowledge

2. During

2. During

*When you
assume...*

*You make an
ASS out of
U and
ME*



2. During

Write each of the blocks down

- Explain and justify your opinion very didactically
- Do not assume background or knowledge:

Example: paper proposes A but test method with B “on top”

2. During

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- Explain and justify your opinion very didactically
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Example: paper proposes A but test method with B “on top”

R → Missing ablation study

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Write each of the blocks down

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Example: paper proposes A but test method with B “on top”

R → Missing ablation study

*R+ → Missing ablation study to check that improvements can
really be attributed to A.*

2. During

Write each of the blocks down

- Explain and justify your opinion very didactically
- Do not assume background or knowledge:

Example: paper proposes A but test method with B “on top”

R → Missing ablation study

R+ → Missing ablation study to check that improvements can really be attributed to A.

R++ → Experiments are done on A+B. In its current form, one cannot tell whether the improvements come mainly from A or from B. An ablation study consists in analyzing simplified versions of the algorithm and evaluating the decrease in performance...

2. During



That's too much work!

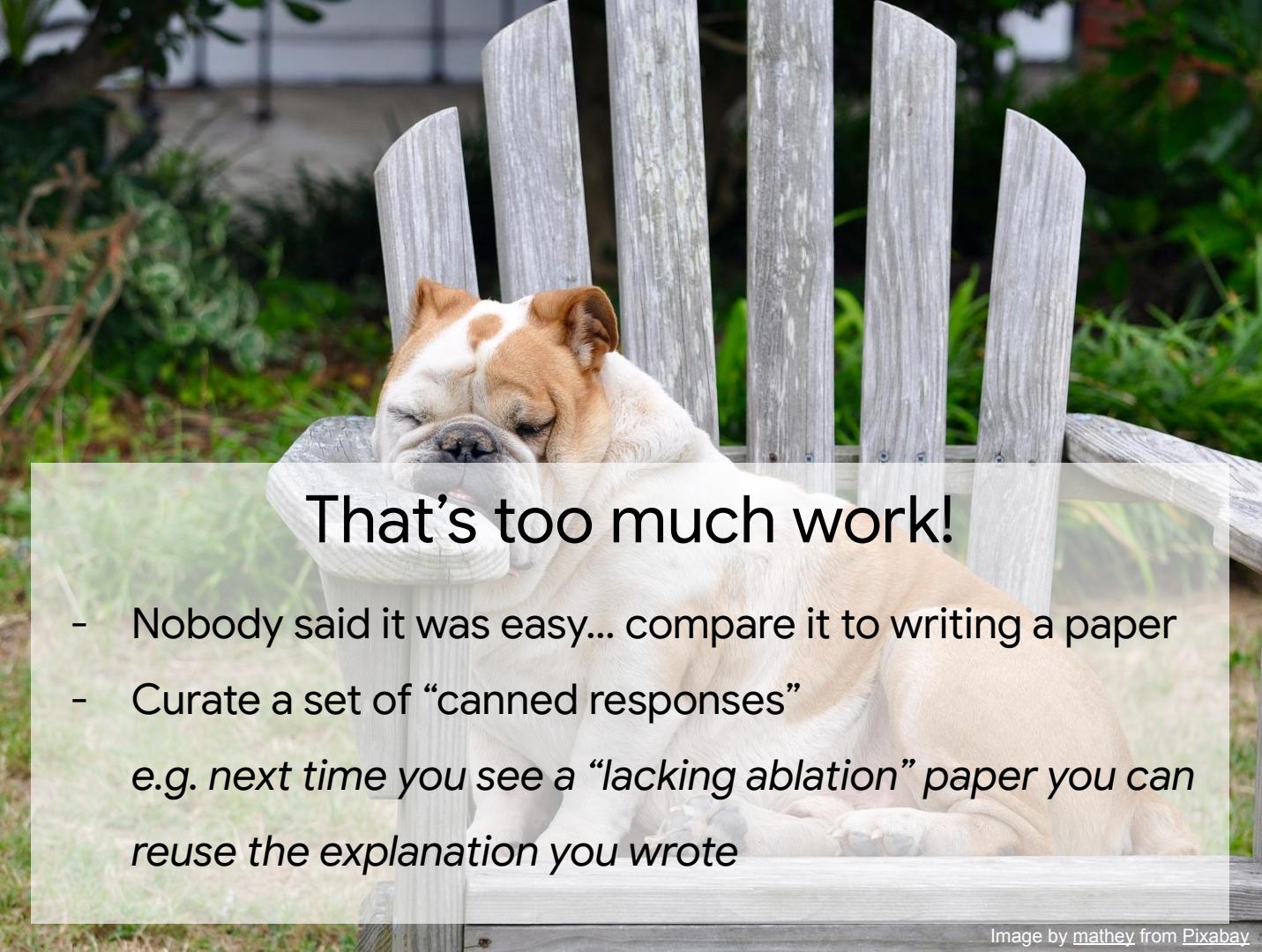
2. During



That's too much work!

- Nobody said it was easy... compare it to writing a paper

2. During

A photograph of a light-colored bulldog resting its head on a vertical wooden fence post. The dog's eyes are closed, and it appears to be sleeping or very relaxed. The background shows a garden with green plants and a white building. A semi-transparent white box covers the lower-left portion of the image, containing the text.

That's too much work!

- Nobody said it was easy... compare it to writing a paper
- Curate a set of “canned responses”
e.g. next time you see a “lacking ablation” paper you can reuse the explanation you wrote

2. During

Take-home messages

- Check papers right away when assigned.
- **Read the paper** and mark comments.
- **Group comments** into topics.
- **Write down each group** didactically and without assuming knowledge.
- Curate a list of **canned responses**.



3. After

3. After



3. After

A photograph of a person with long brown hair tied back, wearing a light-colored turtleneck and blue jeans, sitting cross-legged on a sandy beach. They are holding an open book and reading it. The background shows a calm sea under a clear blue sky.

Read the rebuttals
(and understand them)

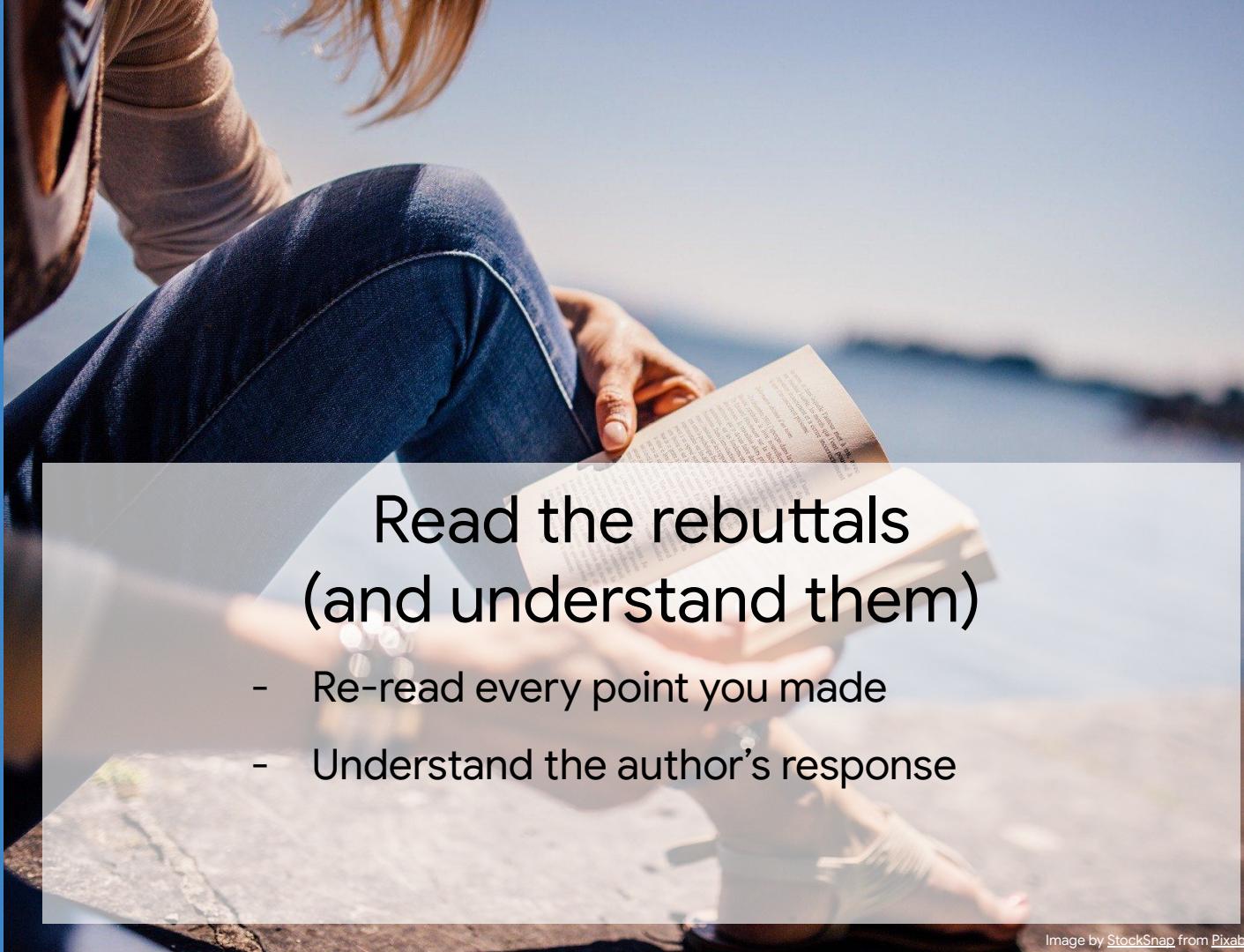
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Read the rebuttals
(and understand them)

- Re-read every point you made

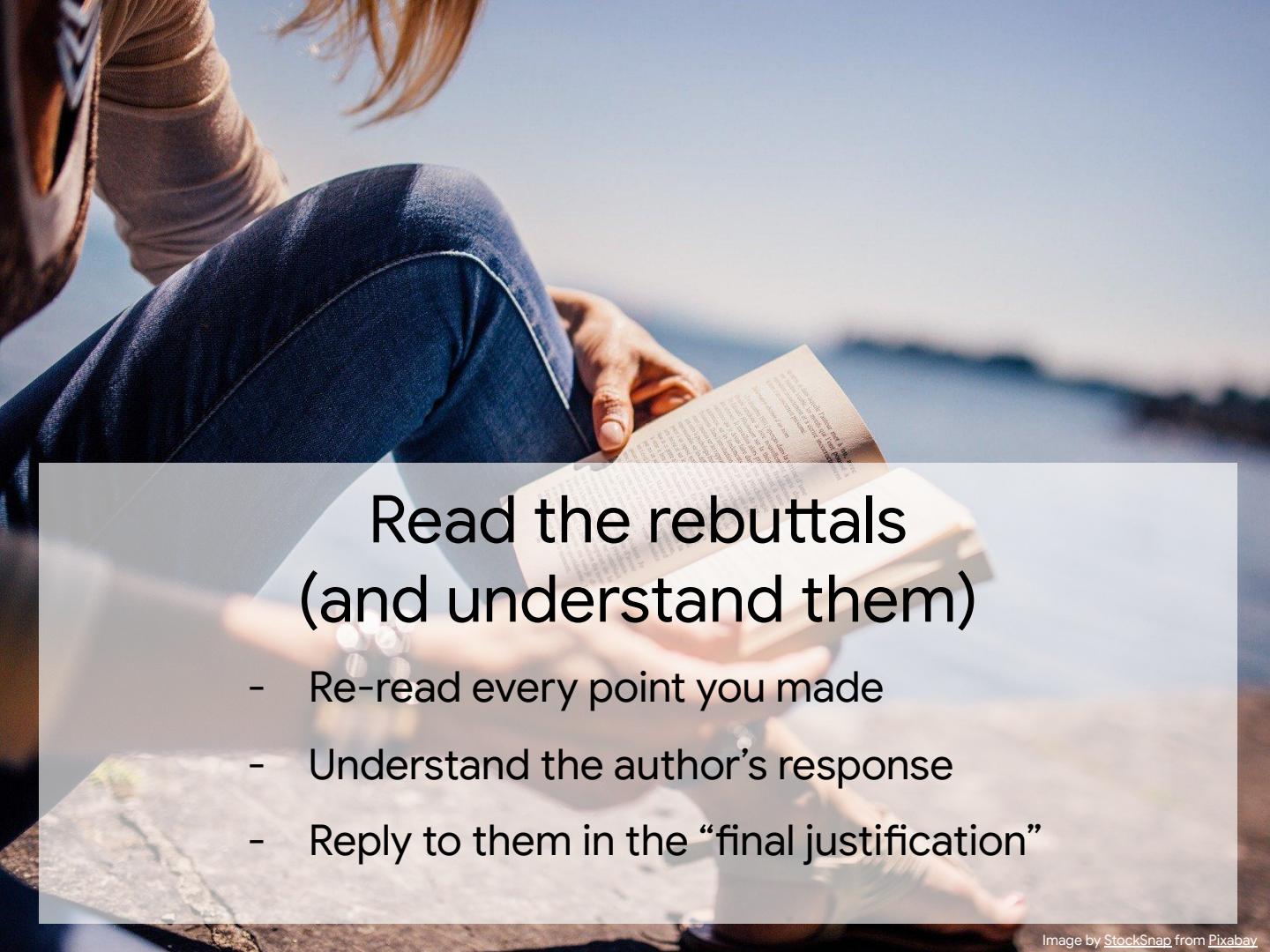
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Read the rebuttals
(and understand them)

- Re-read every point you made
- Understand the author's response

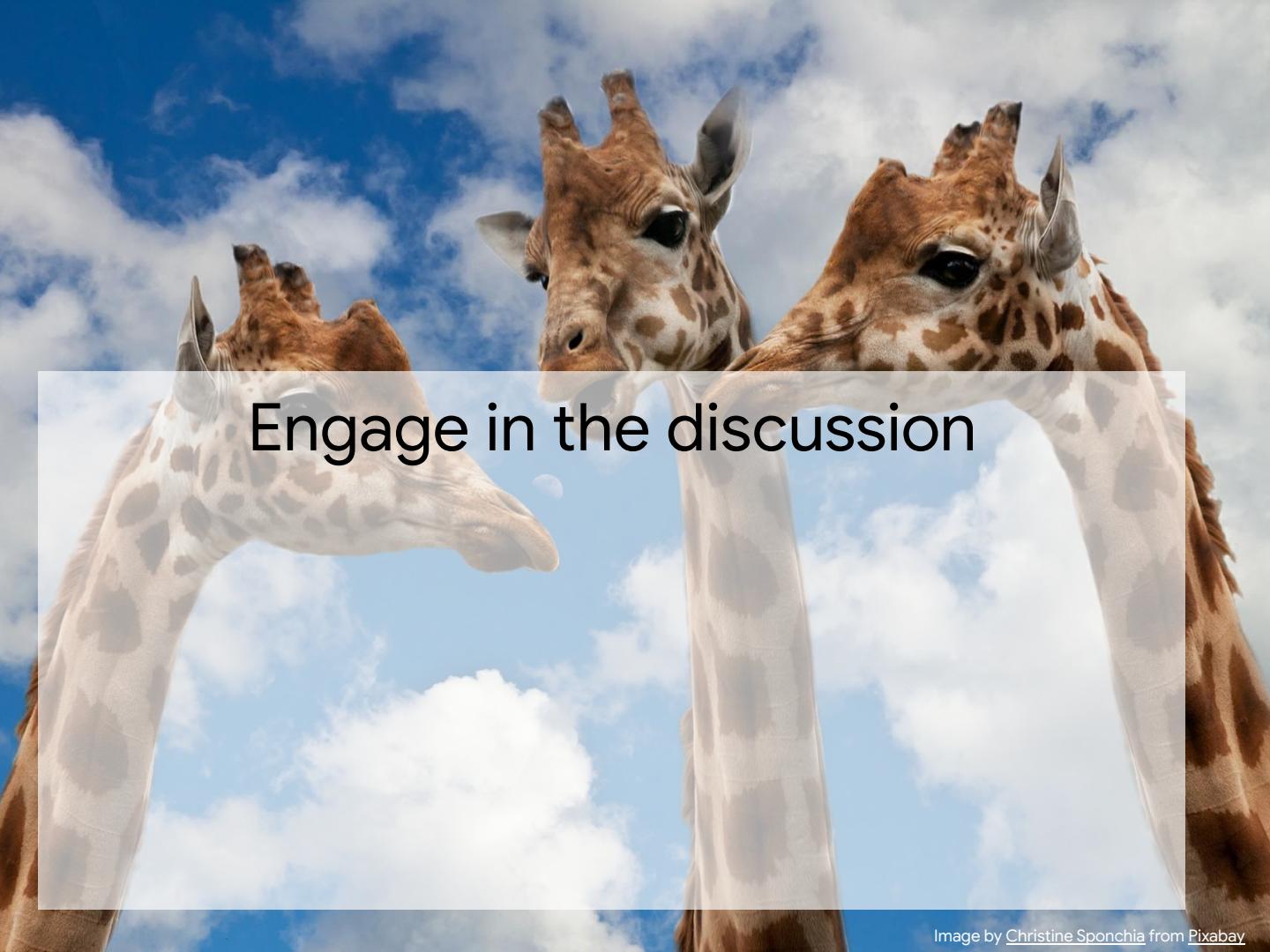
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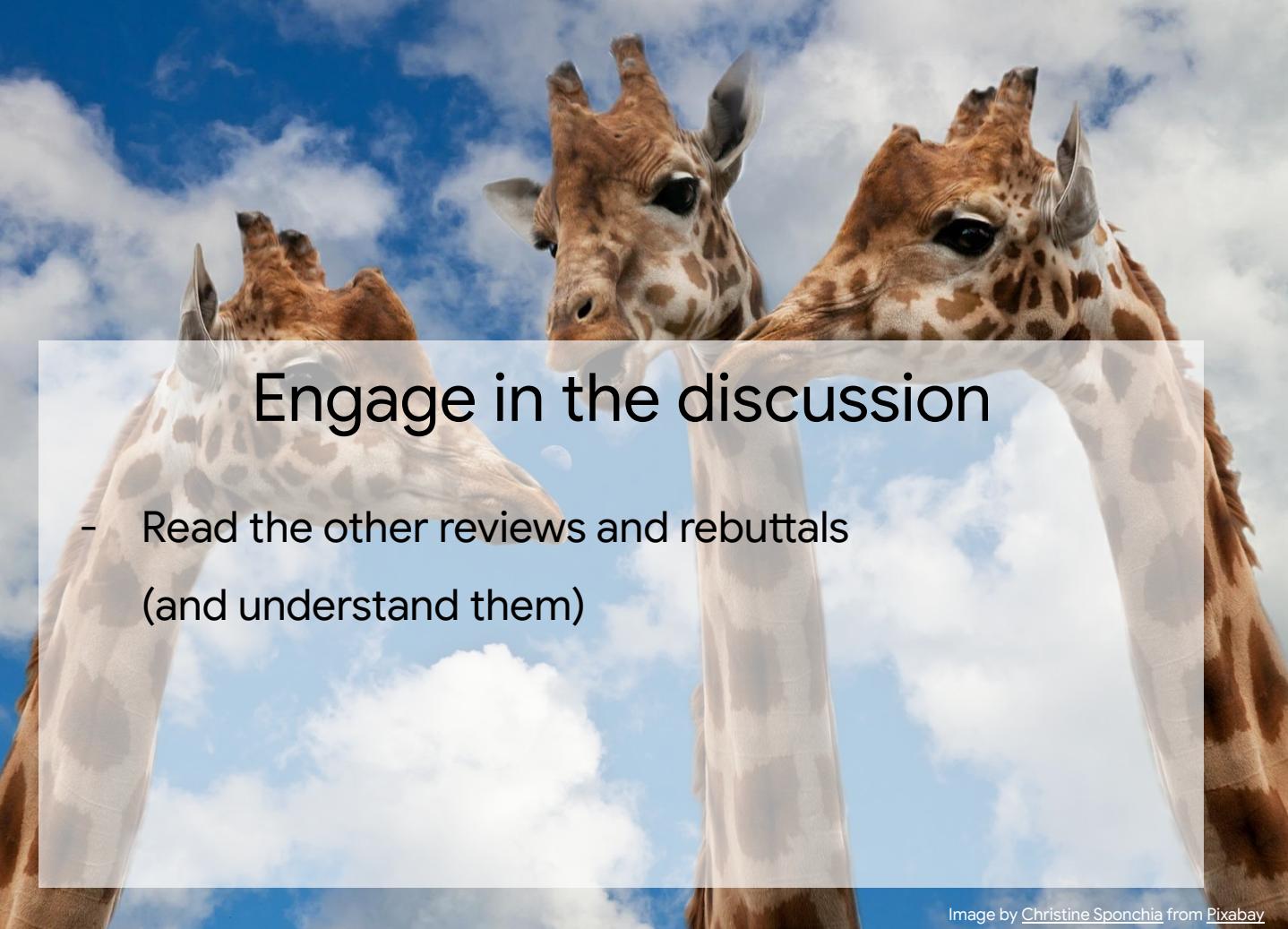
Read the rebuttals
(and understand them)

- Re-read every point you made
- Understand the author's response
- Reply to them in the “final justification”

3. After



3. After



Engage in the discussion

- Read the other reviews and rebuttals
(and understand them)

3. After

Engage in the discussion

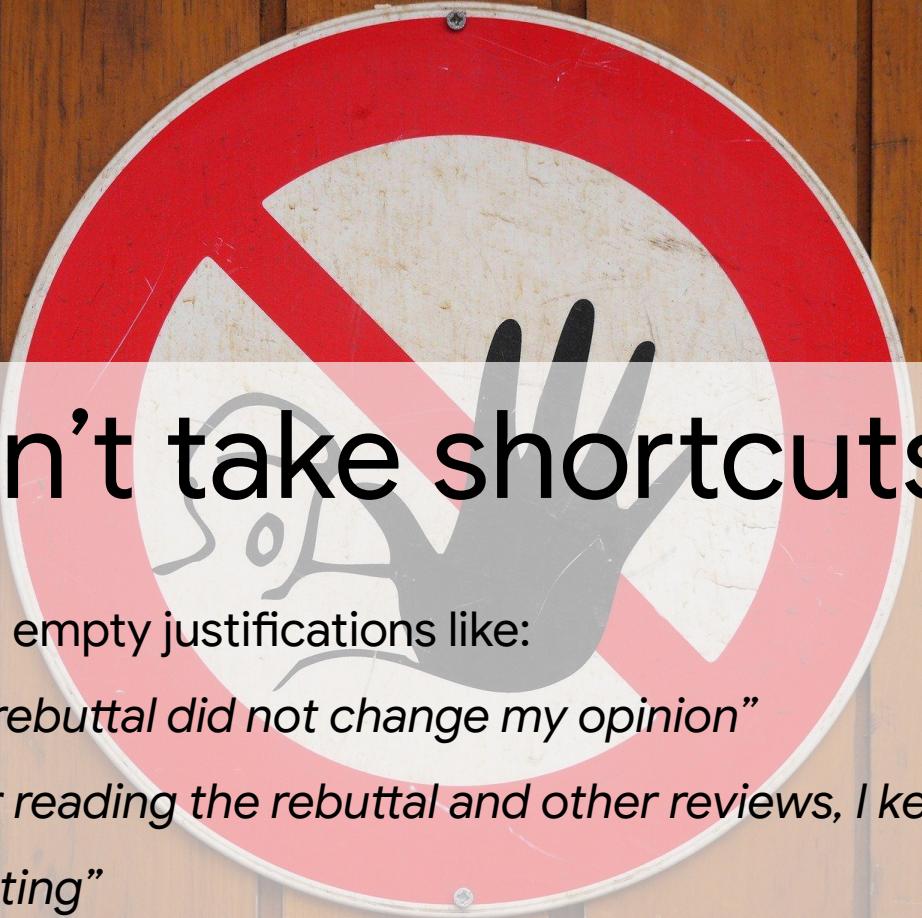
- Read the other reviews and rebuttals
(and understand them)
- If you do not agree with some of the other reviewers,
speak up

3. After

Engage in the discussion

- Read the other reviews and rebuttals
(and understand them)
- If you do not agree with some of the other reviewers,
speak up
- Update your comments and/or rating after discussion

3. After



Don't take shortcuts!

- Avoid empty justifications like:
“The rebuttal did not change my opinion”
“After reading the rebuttal and other reviews, I keep my rating”

3. After



3. After



That's too much work!

- Nobody said it was easy...

3. After



That's too much work!

- Nobody said it was easy...
- But it's not complicated!

3. After

Take-home messages

Do not take shortcuts, do your job

- **Read and understand** the rebuttal
- **Discuss** with your peer reviews if in disagreement
- **Reply** to each point of the rebuttal in the final justification



Image by ambermb from Pixabay

How to be a good reviewer

1. Before	2. During	3. After
<p>Read the reviewer instructions carefully:</p> <ul style="list-style-type: none">- Dates → Mark them on your calendar.- Volume → Reserve enough time.- Process → Check it, it changes.	<ul style="list-style-type: none">- Check papers right away when assigned.- Read the paper and mark comments.- Group comments into topics.- Write down each group didactically and without assuming knowledge.- Curate a list of canned responses.	<ul style="list-style-type: none">- Read and understand the rebuttal- Discuss with your peer reviews if in disagreement- Reply to each point of the rebuttal in the final justification



There are no secrets,



There are no secrets,
but also no shortcuts,
to being a good reviewer