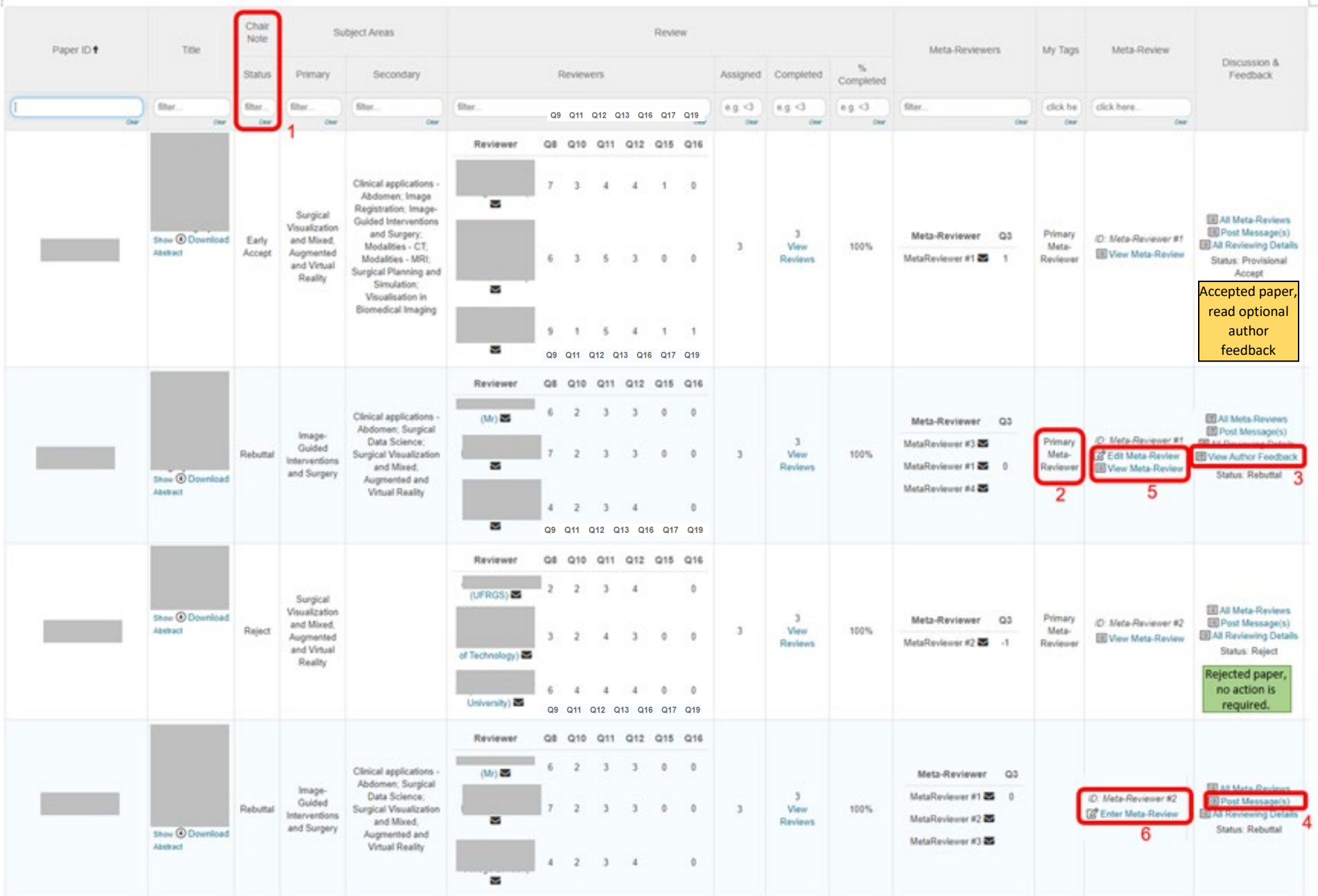
CMT Tips for Meta-review of rebuttal papers:

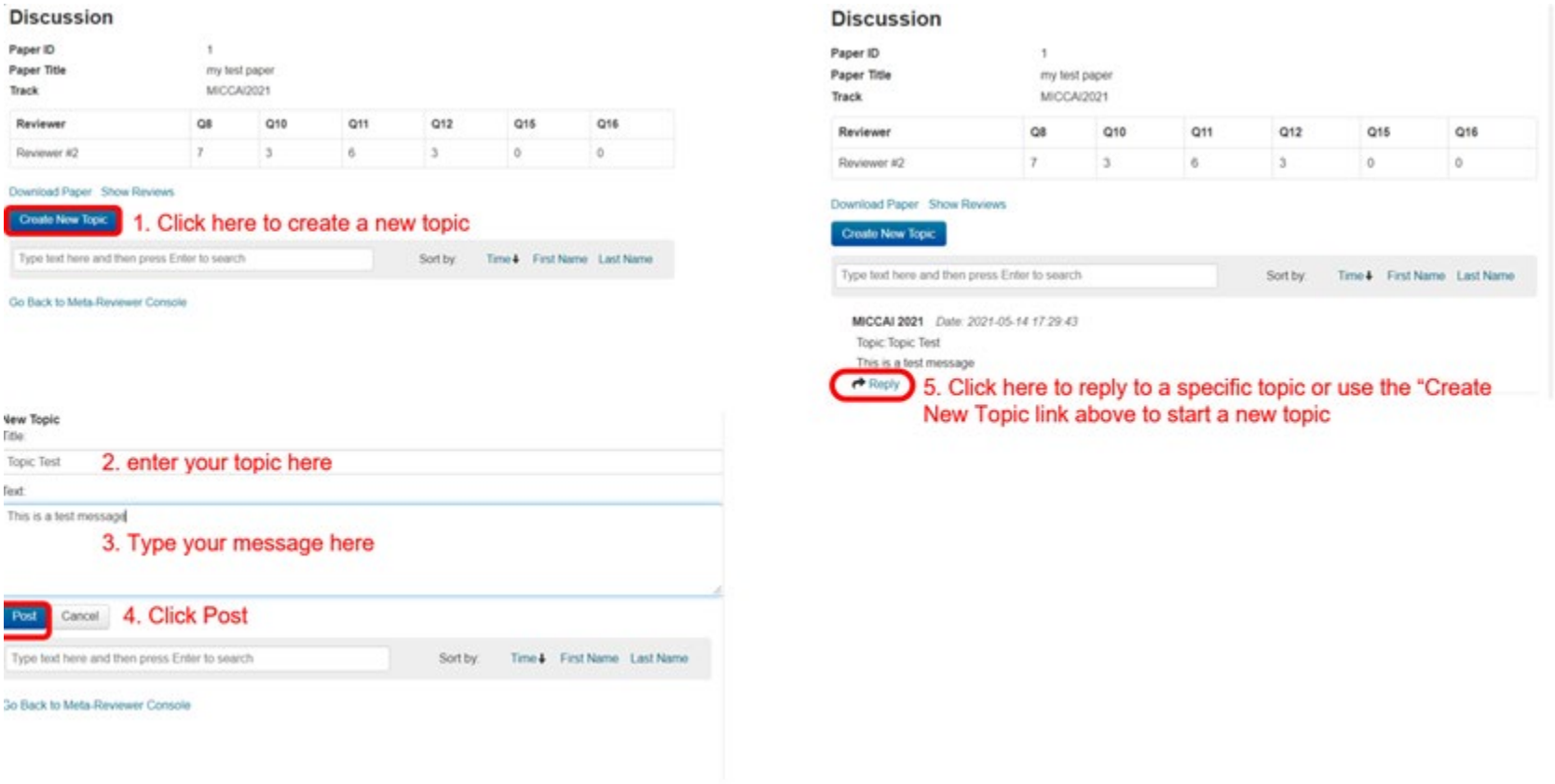
Please also refer to detailed instructions in the email.

1. You will now see, once logged into the CMT system, both the original ~18 papers that were assigned to you as Primary Meta-reviewer and an additional ~10-15 papers assigned to you as Secondary Meta-reviewer. Use the filter function in the "Chair Note/Status" column to filter papers based on their status. For example, type "Rebuttal" to select only papers invited for rebuttal. (Item 1 in screenshot#1)
2. In the "My Tag" column, you are tagged as the "Primary Meta-reviewer" for papers that were originally assigned to you. If there is no tag, then this paper is assigned to you after the rebuttal phase for which you are now serving as the secondary AC. (Item 2 in screenshot #1)
3. Rebuttal is submitted as "Author Feedback" in CMT. Click the "***View Author Feedback***" link in the "Discussion & Feedback" column to view. (Item 3 in screenshot #1).
4. We have invited authors of accepted papers to **optionally** respond to the reviews and meta-review. You can view these responses via the "Author feedback" as well.
5. The meta-review from the primary AC is visible to you. Click "***all meta-reviews***" to view or you can click "***All Reviewing Details***" to view all reviews, meta-reviews, and all discussion pertaining to the paper.
6. **New this year**, reviewers are given an opportunity (**not mandatory**) to access the rebuttal and revise their scores between May 13 to May 17th.
7. You can engage in a discussion in CMT with the other Meta-reviewers and reviewers assigned to the same paper. Click the **"Post message"** link in the Discussion & Feedback to start a conversation. Once a new message is posted, an email notification will be sent to all meta-reviewers and reviewers of the paper. The **"Post message"** link will change to **"View/Post messages (1)"** to indicate one message has been posted. In this discussion phase, your name will not be visible to other meta-reviewers or reviewers. (See item 4 in screenshot #1 and screenshot#2 on details to post message)
8. If you want to send an email to one of the reviewers, you can do so by clicking the envelope icon beside the reviewer to send an email.
9. Enter your final decision via "***Edit Meta-review***" link (item 5) if you are the primary AC of this paper. Use "***Enter Meta-review***" (item 6) if you are the secondary AC. Please note that you will not be able to modify the answers for questions 3 to 11 in the meta-review form. **Accept the agreements in questions 1 and 2, then scroll down to the bottom and submit your response for questions 14 to 19**. Make sure you save your meta-review when you are done.
10. Please rate the quality of the reviews. This is important to help us acknowledge outstanding reviewers and to improve our reviewer pool for next year. When you have clicked on "View Reviews", use the "Rate Review" option in the top right corner to do so.

Screenshot #1



Screenshot #2



1. Please confirm that you have read and understood the MICCAI 2022 Area Chair Guidelines https://conferences.miccai.org/2022/en/AREA-CHAIR-GUIDELINES-RESPONSIBILITIES.html and that you agree to follow these guidelines in the MICCAI 2022 review process. *

- [ ] I agree

2. Please confirm that you consent to this metareview being made publicly available (without disclosing your name) if the paper is accepted. *

- [ ] I agree

14. [Rebuttal Only]Please provide your assessment of the paper taking all information into account, including rebuttal. Highlight the key strengths and weaknesses of the paper, clarify how you reconciled contrasting review comments and scores, indicate if concerns were successfully addressed in the rebutt and provide a clear justification of your decision. If you disagree with some of the (meta)reviewer statements, you can indicate so in your meta-review. Please make sure that the authors, program chairs, and the public can understand the reason for your decision.
*

8000 characters left

15. [Rebuttal Only]After you have reviewed the rebuttal, please provide your final rating based on all reviews and the authors' rebuttal. *

- ○ Accept
- ○ Reject

16. [Rebuttal Only] What is the rank of this paper among all your rebuttal papers? Use a number between 1/n (best paper in your stack) and n/n (worst paper i your stack of n papers). If this paper is among the bottom 30% of your stack, feel free to use NR (not ranked). *

125 characters left

17. [Rebuttal Only] Confidential Comments to Program Chairs

8000 characters left

18. If you recommend acceptance, is the paper's quality and content suitable for an oral presentation? (Invisible to authors and reviewers) *

- ○ Yes
- ○ No

19. If the author indicated that they are eligible for a Young Scientist Award, would you like to nominate this work? Please take also reviewers' views on the suitability for this award into account. *

- ○ Yes
- ○ No