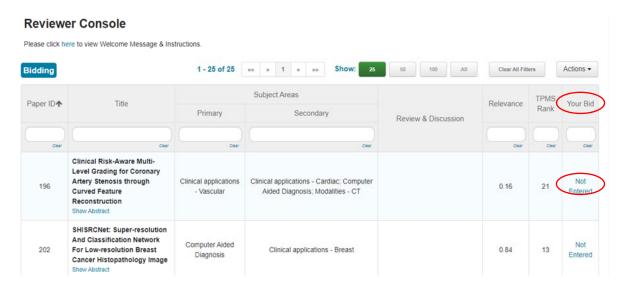
## CMT Instructions for Reviewers – Paper Bidding – due end of day Wednesday, April 3<sup>rd</sup>

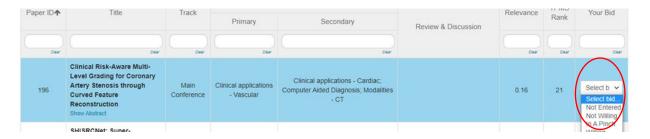
- 1. Log in to CMT (https://cmt3.research.microsoft.com/MICCAI2024/Submission/Rvw) using your email address with MICCAI 2024 reviewer credential and selecting your role as "Reviewer".
- 2. On your Reviewer Console, you can then view the paper titles and abstracts which have been initially suggested to you.



- 3. Please note that the number of papers in your batch varies, in some cases, you may have no papers just yet. One reason for this might be that there has been a poor match between submissions and your area of expertise or there was an issue with your TPMS account or you did not select subject areas. If your TPMS rank column is empty, it means either you did not have a TPMS account with a matching email address or the system (TPMS) could not access or parse the papers you uploaded. You will still be assigned papers to review if you do not participate in bidding phase or if there were no papers to bid in your account.
- 4. For each paper in your batch, click on the "Not Entered" link at the last column to select your bid, choosing from:

Not Entered, Not Willing, In A Pinch, Willing, Eager

Please bid Eager/Willing/In a Pinch for \*all\* papers that you are comfortable reviewing, i.e. have the necessary expertise. We will rebalance the number of papers later and redistribute papers as needed. Please enter "Not Willing" for papers where you may lack in sufficient expertise (passing knowledge or less) - even if you find them very interesting!



We ask you to complete your paper bidding by Wednesday, April 3rd at the very latest (23:59 PDT). We will then rematch papers to all Reviewers taking Area Chair suggestions and Reviewer paper bids into account. The final paper assignment will be performed between April 4<sup>th</sup> to 7th after which the actual paper review period will begin. Each reviewer will assign at most 5 papers. We aim to have all reviews in by April 25th.

Please let us know if anything of the above is not clear to you, and if there is anything we can do to assist you in this process. We will send out reminders as needed.

With best wishes,

MICCAI 2024 Program Chairs