

Guide for Reviewers for the IEEE SENSORS Journal

Thank you for agreeing to review manuscripts for the IEEE Sensors Journal. Per your agreement with the Associate Editor, you should complete the review within two weeks. You must complete your review online using the features of an electronic manuscript management system “ScholarOne Manuscripts™” (S1M) which has individual pages for each IEEE journal. Access to S1M for your Reviewer work is available from [here](#). Reminders of deadlines will be sent automatically from S1M. If we do not receive a response after the deadline passes, the Associate Editor or the Sensors Journal Publications Office staff may also contact you.

Any questions you may have about a specific manuscript or the review process should be directed to the Publications Office (g.colacchio@ieee.org) and the Associate Editor. Please refer to the Manuscript Number in all correspondence or phone contacts with the Associate Editor or the Sensors Journal’s Publications Office.

Regular Papers: The Council’s Publications Board has established eight pages as the appropriate length for the final published manuscript. Although some papers may not be able to reveal the findings of the authors in eight pages, experience indicates that most will be able to do so. Authors who exceed the eight-page guidelines are required to pay Mandatory Overlength Page Charges established by the Council and IEEE, to assist in defraying the expense of publishing each additional page. In any case, the length of the manuscript is subject to peer assessment and judgment by the Associate Editor. If your reviewed manuscript is of type “Expanded paper”, please refer to the ‘Guide for expanding conference papers’, available from the Journal’s [website](#).

The review categories are self-explanatory. However, two criteria are NECESSARY for a recommendation of acceptance for publication:

NOVELTY (new science or a new approach to established science; this does not apply to review papers, where the emphasis is on timeliness and balance)

and

APPROPRIATENESS (the manuscript is complete in and of itself, and is a good “fit” with the Sensors Journal).

Please score the manuscript according to the following recommendation choices available in your Reviewer’s form:

You wish to recommend the paper to be accepted:

Publish Unaltered (sometimes referred to as A)

- Accept the paper as is, with no changes.

Publish in Minor, Required Changes (also referred to as AQ)

- Accept the paper with minor, required changes which usually the Associate Editor can adjudicate directly. This requires a clear list of required changes to be passed to the Author. Preferably, a resubmitted AQ manuscript should be evaluated by the Associate Editor without further peer review. However, in cases where the authors’

compliance with the recommendations is in question, the manuscript can be returned to the same reviewers for confirmation.

AQ is conditional acceptance and manuscripts can be rejected after an AQ decision only on the basis on non-compliance with the mandatory changes.

You wish to recommend the paper to be rejected:

Review Again After Resubmission (also known as R1: Revise and Resubmit)

- The paper is not acceptable in its current form, but has merit. A major rewrite is required. The Author should be encouraged to resubmit a rewritten version after the changes suggested in the Comments section have been completed. The author's revised manuscript will be resubmitted using S1M. The Editorial Board will endeavour to assign it to the same Associate Editor who, if appropriate, may use the same reviewers as before. This is possible only if the Reviewers have not stated explicitly that they do not wish to review the paper again.

Reject (also known as R2: Revise and Resubmit elsewhere)

- The paper is not acceptable for the Sensors Journal. The Author should be encouraged to submit to another journal (because of being out-of-scope or because of inadequate quality).

Reject, do not resubmit (also known as R3: Paper is seriously flawed)

- The paper is seriously flawed. Resubmission is not encouraged.

Reviews of manuscripts submitted to the IEEE Sensors Journal are “blind” reviews, and the identity of every reviewer is carefully protected. In a confidential (for the Associate Editor only) portion of the online review form, you can suggest additional reviewers for the manuscript, or record private remarks to the Associate Editor about the manuscript.

If the manuscript is award-quality, please complete the appropriate section.

Finally, please keep your S1M reviewer profile information current, in the event the Associate Editor recommends a second round of reviews. You can update your profile from your Reviewer Center screen in [S1M](#).

For administrative assistance please refer to Lauren Young (Email: l.young@ieee.org).

The Sensors Journal appreciates your willingness to act as a reviewer and will do everything possible so that you are not overwhelmed with review requests. Our goal is to allow you to complete one review before requesting your further involvement.

Once again, thank you for serving as a reviewer for the Sensors Journal, as your participation adds great value to the peer review process. We endeavour not just to pass judgment, but also work with our Authors towards writing and publishing better papers, to the benefit of the whole Sensors community.

April 2017