

Most common reasons for a returned manuscript:

1. Authors missing in step 3 of the submission process
2. Failure to disclose extension of previous work (*This may also result in an administrative rejection.*)
3. Both the PDF and source file uploaded and showing two manuscripts
4. Manuscript is not in IEEE format (with bios for regular papers)
5. Figures are not embedded in the text

Original Submission FAQ

Q: Do I need to add biographies during the initial submission phase?

A: As of 5/23/19 this is now optional.

Q: Can I upload the list of differences in the cover letter section?

A: No. It should be after the bio section or it can be its own document. This will not go against the page count.

Q: Do I need to add all authors in Step 3 of the submission process?

A: Yes. Make sure to see if your co-author(s) already have an account. Do not create multiple accounts for your co-authors. Multiple user accounts will reduce the likelihood of a high score during the review for best prizes.

Q: I accidentally created an additional account for my co-author. What should I do?

A: Contact the admin with the correction. These are always appreciated!

Q: This is an extension of previous work, do I need to include anything?

A: Yes, you must answer the questions in the submission process related to extension of previous work confirming this is an extension and there is at least 30% additional material. You must also **attach a list of differences** explaining the overlap at the end of your manuscript. This will not go against the page count.

Q: This is not an extension, but there is overlap with previous work. Do I need to include anything?

A: Yes, after the bio section you must include a novelty statement explaining the overlap. This will not go against the page count.

Q: Is the cover letter visible to the reviewers?

A: No. The cover letter can only be seen by the EIC, AE, and Admin.

Q: Do I need to include both the PDF and source file.

A: No, only one document. If you upload both a PDF and word file, both files will show and this may confuse the reviewers.

Q: Can I list the figures separately from the text?

A: No, the figures should be embedded within the text.

Q: Can I go over the maximum number of pages allowed for either a brief or regular paper?

A: No. Briefs are allowed a maximum of 5 pages and regular papers are allowed a maximum of 14 pages including bios. ****If accepted, your manuscript should closely resemble the reviewed files. For example, a 14 page accepted paper should not be shortened to a 9 page paper for the final files**** Please note, there are extra page fees for briefs that exceed 4 pages and regular papers that exceed 9 pages.

Q: Is this a blind submission?

A: No, this is not a blind submission, all names should be listed on the manuscript.

Q: How do you know part of the manuscript was previously published?

A: We are able to detect plagiarism and we will report such behavior to IEEE. Authors should read previously published TVLSI papers to familiarize themselves with the quality level expected for publication.

Q: How much overlap is allowed for extension of previously published work?

A: We require at least 30% new material.

Q: If I submit a Regular Paper, can an AE recommend accepting as a Brief?

A: No. If the AE/EIC determines that a manuscript should be revised to a brief then the manuscript will be rejected with a recommendation to submit as a new Brief.

Revisions FAQ

Q: What time is the revision due on a given due date?

A: It is due 11:59 EST.

Q: Can my revision exceed the page thresholds and then be modified during the acceptance stage?

A: No. In fact, if your manuscript is accepted, your final files should look similar to the manuscript accepted by the reviewers. IEEE has implemented a mismatch feature and this will be flagged and returned to the authors.

Q: How do I know when my revision is due?

A: On the Dashboard under Manuscripts with Decisions and Manuscripts Awaiting Revisions there is a status column with the due date.

Q: Can my manuscript go through a second major revision?

A: No. If a manuscript requires a second major revision, it will be rejected. AEs may request authors to substantially revise and resubmit as a new manuscript.