FAQ for NIPS 2018

Last updated: Fri Mar 23 2018

We will update this document with questions (and answers) as they arise. Please check back regularly. If you do not find an answer to your question here, you are welcome to contact the NIPS 2018 program chairs at jira@nipsworkflow.atlassian.net, but please make sure that you have read the call for papers and the author guidelines (as well as this document) first!

Submission format

- I would like to write my paper using Microsoft Word, but I don't see a template. Can you provide one? *Answer: No. The Microsoft Word template has been discontinued. Authors must use the NIPS 2018 LaTeX style file; this year's style file incorporates several new changes (including a new "preprint" option for non-anonymous preprints).*

- Does the eight-page limit include references? *Answer: No. The page limit refers to content pages only; additional pages containing only references are allowed.*

Submission process

- Is there a limit to the number of submission I can be listed as an author on? *Answer: No. But please make sure that your submissions are distinct and sufficiently substantial.*

- Will you extend the deadline? *Answer: No. The deadline is firm.*

- Can I submit supplementary material after the deadline? *Answer: No. Everything, including the supplementary material, must be submitted before the deadline.*

- How do I submit supplementary material? *Answer: First upload your submission. You will then be able to upload supplementary material from the author console.*

- I didn't receive an email confirmation from CMT. Did I upload my submission successfully? *Answer: CMT will not send you an email confirmation. If you can see your submission listed in the author console, then you uploaded it correctly. If you're still worried, you can download the PDF and check that the file is the same as the file you uploaded.*

- Can I withdraw my submission? *Answer: Yes. You can withdraw your submission at any point in the reviewing process. (For statistical purposes, we will count a submission as "rejected" if it is withdrawn after reviews have been made available to authors.)*

- How do I withdraw my submission? *Answer: Contact the <u>program chairs</u>.*

Dual submissions

- Can I submit work to NIPS that is currently in submission to another archival venue? *Answer: No. The NIPS policy on dual submissions explicitly prohibits this. You need to withdraw your submission from the other venue before submitting to NIPS.*

- Can I submit work to NIPS and then later submit the same work to another archival venue while it is still under review at NIPS? *Answer: No. The NIPS policy on dual submissions explicitly prohibits this. You need to withdraw your submission from NIPS first.*

- Can I submit work that is in submission to, has been accepted to, or has been published in a non-archival, non-peer-reviewed venue? *Answer: Yes.*

- Can I submit work to NIPS and then later submit the same work to to a non-archival, non-peer-reviewed venue while it is still under review at NIPS? *Answer: Maybe. It depends on the other venue's policy on dual submissions.*

- Can I put my NIPS submission on arXiv? *Answer: Yes. Note that reviewers will be instructed not to actively look for such preprints (as they compromise double-blind reviewing) but encountering them will not constitute a conflict of interest.*

CMT problems

- Help! I can't log into CMT! *Answer: First make sure that you are using the correct email address. You need to log in using the email address that is associated with your submission. (If your submission was uploaded by one of your co-authors, please ask them which email address they used for you in CMT.) If you have forgotten your password, you can reset it by clicking "Reset Password" at the top of the NIPS 2018 CMT log-in page.*

- My CMT account has been locked due to too many failed login attempts. Can you unlock it? *Answer: Yes. Please contact the <u>program chairs</u> (and provide your email address).*

- When I log into CMT, I do not see the "author" role in the drop-down list at the top. What should I do? *Answer: Occasionally users are registered with two or more email*

addresses. Please make sure that you are logged in to CMT with the correct email address.

- CMT seems to be very slow. What should I do? *Answer: Sometimes CMT is very slow. We suggest you to try again at another time. If you continue to experience technical problems with CMT, please contact the* <u>*CMT support team*</u> *directly.*

- Oops! I misspelled the name of my co-author when uploading our submission and now they are grumpy at me. How can I correct their name? *Answer: You need to ask your co-author to log in their CMT account (which is associated with their email address) and change it themselves by clicking on their name in the top-right corner of the screen.*