

SEFI 2026 Reviewer FAQ

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General Review Process

1. How does the review process work?

The conference uses a one-round double-blind review process, designed to ensure the quality of both the conference and its proceedings, while offering authors constructive feedback to enhance their submissions.

2. How many reviewers evaluate each submission?

Each submission is reviewed by at least two reviewers.

3. Is there an overall score for submissions to be accepted?

No. Review decisions are based on individual criteria ratings, not a numerical overall score. The score displayed in ConfTool is not taken into account, but due to basic settings cannot be changed.

4. What is the overall acceptance rate and expected selectivity?

We aim to accept all submissions of good quality and to accommodate them within the conference programme.

5. What happens with my review? Who ensures changes are addressed?

Your review is shared anonymously with the authors and used by the Program Committee and Local Organizing Committee (LOC) to support final decisions. The LOC ensures that required revisions for “adjustment needed” papers are addressed before final acceptance, with additional checks by committee members in cases of divergent or unclear reviews.

6. What should I do if I cannot complete the review in time?

If you are unable to complete your review, please notify the organisers as soon as possible at sefi2026@fel.cvut.cz so the submission can be reassigned. Early communication helps ensure a timely and fair review process.

7. What should I do if I think I recognize the authors?

If you believe you can identify the authors, consider whether this affects your ability to remain objective. In case of any potential conflict of interest, declare it in ConfTool and inform the organisers at sefi2026@fel.cvut.cz so they can decide on reassignment if needed.

Submission Types & Criteria

8. How important is it that the submission fits one of the conference sub-themes?

Fit to a sub-theme is relevant but not decisive. The main evaluation is based on the submission-type review criteria. Sub-themes are mainly used for programme structuring, session grouping, and ensuring relevance to the SEFI community.

High-quality papers may still be accepted even if slightly outside a sub-theme, while poor-quality submissions cannot be accepted based on thematic fit alone.

9. What should I do when the paper is too long?

If a submission exceeds the page limit for its respective submission type, this should be addressed under the Presentation criterion. Please note that the page limit applies to the main content only and excludes references but includes the title page.

Research Papers

10. What defines a research paper?

A research paper presents original research with theory, literature review, methods, analysis, and contributions to research and practice.

11. What criteria are used for research papers?

There are 4 evaluation criteria: Value of the contribution, Relation to prior work, Research design, and Presentation

See here: [Rubric Research Paper](#)

Practice Papers

12. What defines a practice paper?

A practice paper presents a real-world educational intervention or teaching approach with practical relevance.

13. What criteria are used for practice papers?

There are 4 evaluation criteria: Value of the contribution, Relation to prior work, Adaptability and impact, and Presentation

See here: [Rubric Practice Paper](#)

Workshop Proposals

14. What defines a workshop proposal?

An interactive session with a theoretical foundation and practical application for engineering education.

15. What criteria are used for workshops?

There are 4 evaluation criteria: Relevance, Workshop objectives, Interactivity, and Presentation.

See here: [Rubric Workshop](#)

Idea Market Presentations

16. What defines an idea market presentation?

A contribution presenting ongoing research, education practices or prototypes to foster discussion and enrich the community.

17. What criteria are used for idea market presentations?

There are 4 evaluation criteria: Value of the contribution, Viability and clarity, Adaptability and impact, and Presentation

See here: [Rubric Idea Market Presentation](#)

Evaluation Scale

18. What are the evaluation levels?

- Accepted, nice work
- Accepted, minor changes recommended
- Adjustment(s) needed
- Unacceptable

In ConfTool, you will find corresponding rubric phrases for each criterion to choose from, representing the four evaluation levels.

19. What does “accepted, minor changes recommended” mean?

The submission is accepted but could benefit from small refinements. Revisions are not mandatory and authors do not need to act on them.

20. What does “adjustment(s) needed” mean?

The submission requires revisions before it can be accepted. Feedback must be actionable, and authors are expected to respond accordingly. (See question 5 above)

21. What are the consequences of selecting “unacceptable”?

The submission is insufficient in the criteria, it requires major improvements that cannot be completed within the revision timeframe. It leads to the rejection of the submission (except the Presentation criteria).

22. Does an “unacceptable” rating for Presentation lead to rejection?

No, Presentation alone does not cause rejection if other criteria are strong.

Review feedback

23. What level of feedback is expected?

The expectation is clearly developmental feedback, not just justification of the score. Reviewers are expected to explain why a criterion is rated a certain way, provide actionable suggestions for improvement, highlight both strengths and weaknesses and help authors improve the work regardless of acceptance outcome.

Use constructive, respectful language.

24. How should I comment on language issues?

Differences in writing style should be explicitly taken into account in peer review, and language or stylistic variation should not be commented unless it affects clarity or scientific understanding.

Authors may come from diverse academic backgrounds with varying language proficiency and disciplinary conventions, so evaluation should focus on the clarity of argument, logical structure, methodological transparency, and quality of evidence.

Use of AI Tools

25. Can authors use generative AI?

Yes, but they must disclose its use and carefully review the output.

26. What is my role regarding AI use?

You should remain attentive to potential improper use of AI tools and, where concerns arise, provide clear and constructive comments in your review.

27. Can I upload submissions into AI tools?

Reviewers should not upload a submitted manuscript into any generative AI tool since a submitted manuscript must be treated as a confidential document.

Awards & Nominations

28. How to identify papers for awards?

Reviewers are expected to nominate papers for awards based on excellence relative to the review criteria.

Key aspects to consider include methodological rigor for research papers, practical transferability for practice papers, strong engagement design for workshops, and innovative, impactful ongoing work for idea market presentations.

29. What is the Susanne Ihnen Award?

An award recognizing contributions to diversity, equity, and inclusion (DEI). There is a newly introduced set of criteria here: [Susah Ihnen Award](#)

Additional Topics

30. What is the CLEER-ACCURATE study?

A voluntary research study comparing peer review outcomes with a curated evaluation model. More information is on the webpage: [CLEER-ACCURATE study](#)

31. Is participation in CLEER-ACCURATE mandatory?

No, participation is optional.

For further information or any questions that have not been answered contact us at:

sefi2026@fel.cvut.cz