

REBUTTAL GUIDELINES

Your rebuttal is addressed to the Area Chair **only**. Reviewers will not see it and will not be able to change their reviews.

The goal of the rebuttal is to inform the Area Chair of major misunderstandings, in your opinion, in the reviewers' assessment, or of incorrect statements in the reviews. An effective rebuttal focuses only on major critiques. It is not helpful to try to address every minor point in the reviews. By prioritizing and focusing on the major concerns, you are demonstrating to the Area Chair that you understand the high level messages that were provided in the reviews.

It is useful to summarize or rephrase the criticism before you address it. While the room for rebuttal is limited, this is an effective way to let the Area Chair know that you understood the reviewer's concerns and have valid answers to the questions raised in the reviews.

An effective rebuttal addresses reviewers' criticisms by explaining where in the paper you had provided the requisite information. Another good approach is to explain your line of thinking, clarifying the issue even if it not as detailed in the paper.

It is not helpful to promise to expand your paper to address all the questions raised by the reviewers. The process does not allow you to change an article substantially, and in all likelihood you don't have sufficient room to add to the paper. These promises are likely to not be taken seriously.

A good rebuttal is polite. Being confrontational does not bring any added value to the paper. You should point out however if you feel you have received a review which was not courteous.