

Instructions for CCSC-NW Reviewers

Thank you for volunteering to be a reviewer for the coming year's CCSC-NW Conference. We hope that the following guidelines will help you in completing your reviews.

- Please return your reviews to Michele Folsom, CCSC-NW Papers Chair **by Saturday, April 14, 2007.**
- Reviews should be emailed to CCSCNW@plu.edu with **CCSC-NW 07 Review** in the subject line.
- Ideally, the reviews should be *received by* the Papers Chair by that date (the Program Committee is meeting soon afterward to set the program). If you are concerned about meeting the deadline, please send an e-mail to the Papers Chair at to CCSCNW@plu.edu letting her know.
- Each review form has **three** parts.
 - The **Reviewer Information / Paper Review** (with the numerical rankings) and the **Comments/Suggestions For Authors** part will be seen by **both** the author and the CCSC-NW Program Committee.
 - Comments that you wish to be seen **only** by the Program Committee should be placed on the page labeled **Confidential Comments for the CCSC-NW Program Committee.**
- **Be sure to fill in the paper number at the top of each form with the paper being reviewed.**
- Please keep in mind that the Call for Papers encouraged "participation by faculty, staff, and students in Computer Science, Computer Engineering, Computer Information Systems, and other disciplines". Therefore, papers in **any** of these areas are appropriate.
- The Call for Papers also included the following suggested topics:

* Computer Engineering	* Gaming and/or Animation
* Computer Sciences and Software Engineering	* Graphics, Image Processing
* Computing Sciences Education Issues	* Information Science
* Computing Science Curriculum Issues	* Lab Use of Computers
* Courses for Non-majors	* Management and Administrative Issues
* Distance Education	* Multimedia Use and Training
* Emerging Technologies	* Networking
* Ethics and Legal, Society, Gender Issues	* Software Development and/or Use
* Faculty Development and Support	* Student Research
- **Paper Review Criteria** may be found at the bottom of the Reviewer Information / Paper Review form.
- **Guidelines for Preparing Papers for Review** are available for your reference at <http://www.csc.org/northwest/2007/guidelines.html>.
- If you have *any* concerns or are unable to complete your review for *any* reason, please email the Papers Chair at CCSCNW@plu.edu as soon as possible so arrangements can be made that ensure each paper receives full consideration.