

DOs and DON'Ts

SIM BIPM CBKT April 2022

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Bureau
♦ **I**nternational des
♦ **P**oids et
♦ **M**esures



Dos and Don't's and common mistakes : **WRITER**

I just started, and already troubles !

“My CMCs” screen is empty!



Dos and Don't's and common mistakes : **WRITER**

I just started, and already troubles !

“My CMCs” screen is empty!

...that is normal if you have not yet edited
any CMCs.



Dos and Don't's and common mistakes : **REVIEWER**

I've just been invited to review but cannot see any CMCs to review !



Dos and Don't's and common mistakes : **REVIEWER**

I've just been invited to review but cannot see any CMCs to review !

... you are probably consulting the wrong screen: don't mix up intra-RMO review and JCRB review screens.



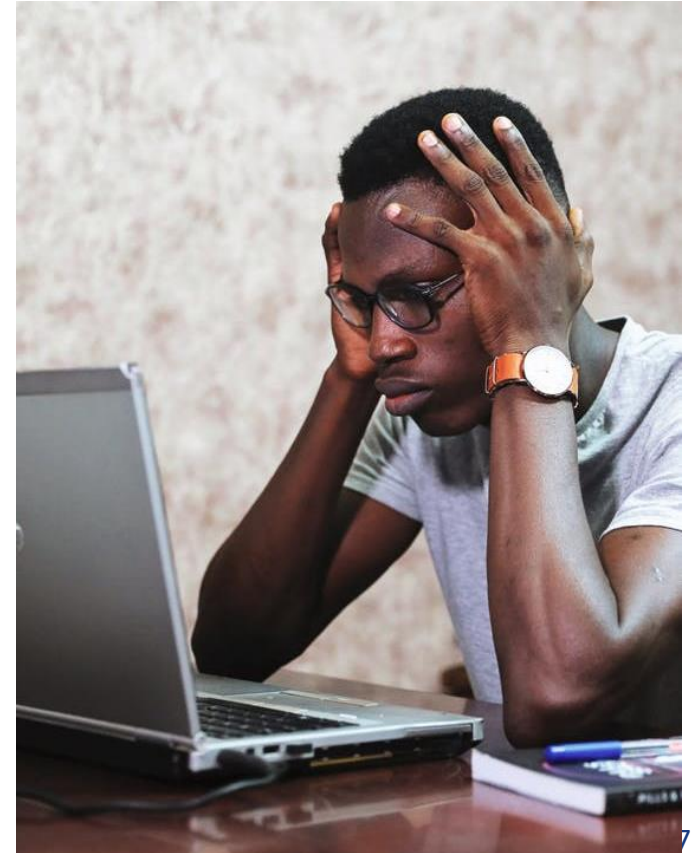
Dos and Don't's and common mistakes : **PILOT**

Check that your comparison has been accepted by SIM or the Consultative Committee before registering it on the KCDB.



Dos and Don't's and common mistakes : **TC CHAIR**

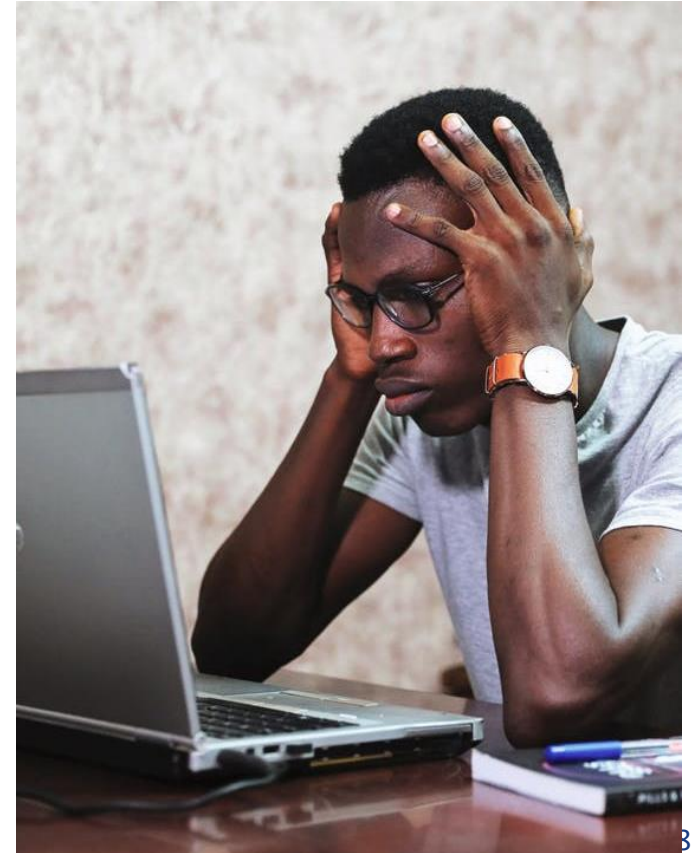
**I've just been invited for JCRB review but
cannot find the CMCs to review in my
screens!**



Dos and Don't's and common mistakes : **TC CHAIR**

I've just been invited for JCRB review but cannot find the CMCs to review in my screens!

... you must first indicate “will review” in the screen “JCRB request for review”.



Dos and Don't's and common mistakes : **WRITER**

Don't write internal comments in the field "Comments for publication".



Dos and Don't's and common mistakes : **WRITER**

I cannot find the CMC I just modified !



Dos and Don't's and common mistakes : **WRITER**

I cannot find the CMC I just modified !

... you are probably searching in the wrong screen, look in My CMCs.



Dos and Don't's and common mistakes : **TC CHAIR**



I know that I reviewed CMCs but cannot find them anymore.

Dos and Don't's and common mistakes : **TC CHAIR**



I know that I reviewed CMCs but cannot find them anymore.

... you are probably consulting the wrong screen (intra-RMO with and without reviewer, JCRB with and without reviewer).

Dos and Don't's and common mistakes : **WRITER**

When a CMC has been returned for revision, revise the CMC as soon as possible to “make hay while the sun shines”.



Dos and Don't's and common mistakes : **WRITER**

**Oups, I sent the CMC too early for
intra-RMO review – some information
is still missing!**



Dos and Don't's and common mistakes : **WRITER**

**Oups, I sent the CMC too early for
intra-RMO review – some information
is still missing!**

... contact your TC Chair who can return
the CMC for revision.



Dos and Don't's and common mistakes : **PILOT**

Check with the review coordinator that your Final Report of a comparison has been approved before uploading it on the KCDB.



Dos and Don't's and common mistakes : **TC CHAIR**



**Oups, I sent the CMC directly to the KCDB
Office by mistake instead sending it for
JCRB review!**

Dos and Don't's and common mistakes : **TC CHAIR**



Oups, I sent the CMC directly to the KCDB Office by mistake instead sending it for JCRB review!

... contact the KCDB Office who can return the CMC.

Thank you

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