

SPE Conference Papers Manuscript Checking Author Guide

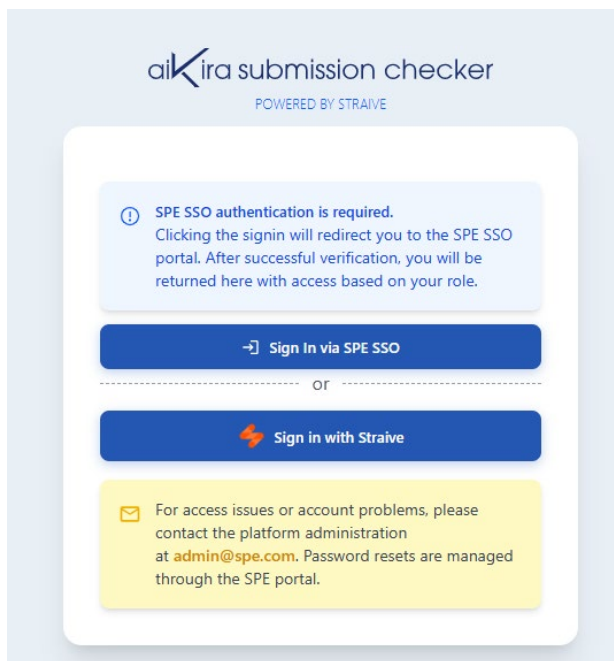
Introduction

SPE has adopted a new manuscript checking tool that will support quality and research integrity for our conference papers. A coauthor from each conference paper must submit the manuscript through both the Technical Check Report and AI Content Check Report. **These two reports need to be downloaded as a PDF and submitted with the DRAFT manuscript to the session chairpersons for approval.**

Accessing the Tool

Go to: <https://submissionchecker.straive.com/>.

You will select SPE SSO and sign on using your SPE member credentials.



The system will show the details for your manuscript. If you have multiple manuscripts in process with SPE, be sure to select the correct meeting code (Conference) and verify that the SPE paper number and title are correct before proceeding (Continue to Generate Report).

The screenshot shows a web interface with a progress bar at the top containing three steps: 'Login' (completed with a green checkmark), '2 Manuscript Details' (current step), and '3 Generate Report'. Below the progress bar is the heading 'Manuscript Details' followed by the instruction 'Please verify details before generating the report.' The form contains four fields: 'Conference *' with a dropdown menu showing 'ADIP25'; 'Manuscript ID *' with a text input containing 'SPE [redacted] MS'; 'Article Title *' with a text input containing 'Maximizing [redacted] Comprehensive Eval'; and 'Authors *' with a text input containing two lines of redacted text. At the bottom of the form is a blue button labeled 'Continue to Generate Report →'.

On the next page you will be asked to upload your manuscript file. This can be either a Word document (.docx or .doc) or a PDF.

The screenshot shows a web interface with a sidebar on the left containing navigation links: '+ Generate Report', 'My Reports', 'SPE Guidelines' (with a 'New' badge), and 'Feedback'. The main content area is titled '1 Upload Manuscript' with the instruction 'Drag & drop or browse from your device'. It features a large dashed blue box for file upload, containing an upward arrow icon, the text 'Drag & drop your manuscript here', and the supported file types '.doc / .docx / .pdf | Max 50 MB'. Below this is a blue button labeled 'Browse from My Device' and a security note: 'Secure: Your data is encrypted & secure'.

The upload will take anywhere from a few seconds to 3 minutes depending on the size of the file.

✓ File uploaded successfully

[Back to upload](#)

2 Select Checks to Run
Choose the report types for this submission

SPE-██████.docx 7.2 MB [Remove](#)

Ready for analysis

Available Checks

Technical Check Report

Ensure your manuscript meets the journal's technical and ethical standard

[View sample →](#)

AI Content Check Report

Ensure the authenticity of your content by identifying AI-generated text

[View sample →](#)

2 checks selected

[Generate Reports](#)

The two reports will be automatically selected. You can deselect one of the reports if you only need to run one report. Select “Generate Reports.” This process should take 1-3 minutes. The system will show a status bar for each report on the “My Reports” page.

SPE-██████-MS.docx					
SPE-██████-MS • ADIP25 • Uploaded by: Bryan Hibbard					
CHECK TYPE	START DATE/TIME	END DATE/TIME	STATUS	ACTIONS	
Technical Check Report	Jun 09, 2026, 09:06 AM	—	PROCESSING (10%)	View Report	
AI Content Check Report	Jun 09, 2026, 09:06 AM	—	PROCESSING (50%)	View Report	

Once processing is complete, the status bar will change to green and you will be able to “View Report.” This is a web-based view of the report, or you can select the icon to the right to download the report as a PDF.

Technical Check Report

This report is meant to verify that all basic parts appear in the manuscript and to check basic research integrity standards (references quality, excessive self-citations, and commercialism).

The report will grade each item as either **Pass**, **Alert**, or **Fail**.

Pass: No further changes are needed.

Alert: The system has flagged a potential issue that should be reviewed by the author.

Fail: The system has identified a missing part or a critical failure, and the manuscript must be updated and resubmitted through the Technical Check Report before submitting to the session chair. *Note: The system does sometimes make mistakes. If you believe the system has incorrectly marked a check as “Fail,” please explain this when you submit your manuscript to the session chair.*

System Checks

1. **Manuscripts parts:** System will check for title, authors, affiliations, abstract, citation of figures/tables, and references.
2. **Word and item counts:** References cited (at least 3), abstract/summary (less than 500 words), full manuscript (more than 2000 words), self-citation (no more than 5).
3. **Commercialism:** The system will check for use of brand names and will flag any papers that mention the same brand 4 or more times. This does not prove a breach of our commercialism policy, but authors are encouraged to review our [current policy](#) and verify that their manuscript is compliant if their manuscript is flagged.
4. **Abstract/Summary relevancy:** Is the abstract for the final manuscript similar to the originally submitted abstract proposal?
5. **Reference quality:** Do the references include all parts and are they verifiable? Any references that are missing DOIs (digital object identifiers) or that are not verifiable will be flagged for review.

You may submit the Technical Check Report up to 3 times per manuscript. A perfect report is not required for acceptance, but the report should have no “Fail” items and any “Alerts” should be acknowledged.

AI Content Check Report

The AI content check report will estimate the percentage of text written/edited by AI and will break this down by section. Please review our [current AI policy](#) for complete rules on AI-generated content in SPE publications. AI-generated writing/editing is permissible but must be disclosed and the authors are responsible for any errors introduced by AI tools. Session

chairs are instructed to take this report into consideration when evaluating a manuscript but should not use it as the sole criteria for acceptance or rejection.

Note: The percentages provided are the “percent of confidence.” In other words, if the system rates a section as 75%, it is saying that it is 75% confident that the section was written, assisted, or edited by AI. This is NOT saying that 75% of the section was written by AI.

Conclusion

Both reports (Technical Check Report and AI Content Check Report) must be included as a PDF with your DRAFT manuscript submission. For questions on the manuscript check tool or SPE publication requirements, please contact Bryan Hibbard (bhibbard@spe.org).