

Instructions for Scoring Server Registration and Submissions

Updated: Jun-13-2019

Welcome to the ActEV Evaluation!

If you have logged in for the first time, you have just created a User account (Section 1) that is controlled by you. This document describes the rest of the registration process and then leads you through the process of making a submission to the scoring server. There are four steps that you will be completing to make a submission to the scoring server, and the final step (Section 5 or Section 6) is dependent on the type of submission (system or system output):

- **Establish your Team and Site (Section 2)** - On the scoring server, Users make submissions on behalf of a Team and the scoring server reports scores by “Team”. Data licensing is managed by “Site”. Thus, Teams can be multi-site and User may belong to many Teams.
- **Acknowledge the Data Licenses for the Site (Section 3)**
- **Download the data (Section 4)**
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1. User Setup - Password

Visit the scoring server <https://actev.nist.gov>

Create an account by using the 'Register' link on the top left of the frontpage. Please provide a valid email address and provide a password.

You will then get a confirmation email. Please follow the link in the email to confirm your account. Once confirmed you can log in using the email/password.

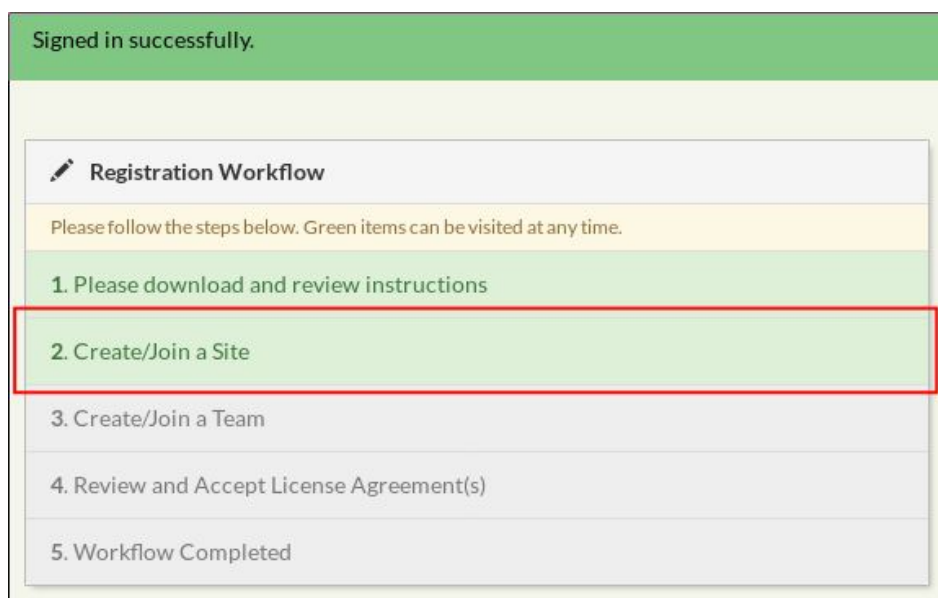
You can request a new confirmation email or reset your password by going to ‘Sign In’ and click on the respective links below the dialogue box.

A password needs to be at least 12 characters long, must contain at least one upper-, one lower-case, one digit and one of the following special characters: ~!@#\$\$%^&*?

2. Team and Site and Team Setup (team and site PIs)

After logging in, please follow the Registration Workflow steps to set up your Team and Site. On the scoring server, *Users* make submissions on behalf of a *Team* and the scoring server reports scores by “*Team*”. Data licensing is managed by “*Site*”. Thus, *Teams* can be multi-site and *User* may belong to many *Teams*.

The first step is to become a member of the site create the Site for your Team. To do so please follow the Create/Join a Site link:



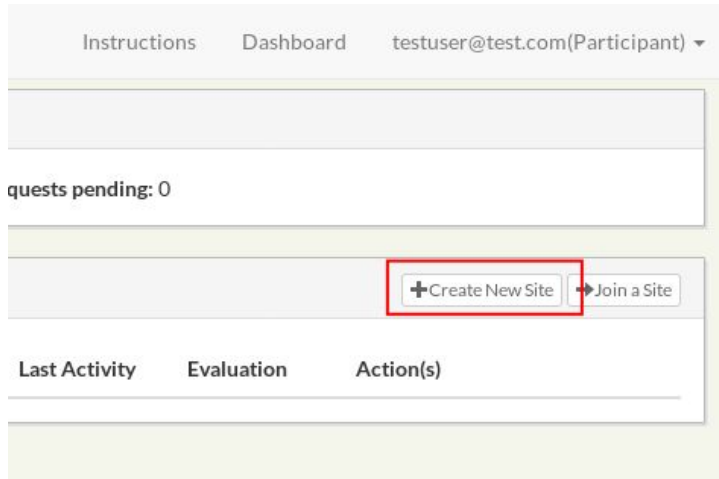
Signed in successfully.

Registration Workflow

Please follow the steps below. Green items can be visited at any time.

1. Please download and review instructions
2. Create/Join a Site
3. Create/Join a Team
4. Review and Accept License Agreement(s)
5. Workflow Completed

This will take you to the Site Management Panel. Please click the ‘1. Create New Site’ button:



Provide the site name, description and password (your site password, which will allow collaborators to join your site in order to make a submission). Please provide at least 6 characters for the password:

A screenshot of the 'New Site' form. The title 'New Site' is at the top left. Below it is a 'Site Setup' section. There are three input fields: 'Name' with the text 'My Site', 'Site description' with the text 'University of My Site', and 'Password' with a masked password of ten dots. Each of these three input fields is highlighted with a red rectangular box. Below the input fields is a 'Create Site' button, also highlighted with a red rectangular box. At the bottom left of the form is a 'Back' link.

After creating a Site, follow the same procedure to create a Team which will include your Site. Click the '2. Create/Join a Team' link:

Site was successfully created.

Registration Workflow

Please follow the steps below. Green items can be visited at any time.

1. Please download and review instructions

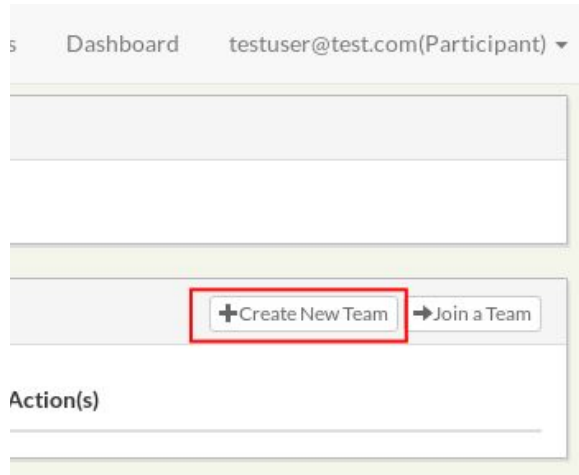
2. Create/Join a Site

3. Create/Join a Team

4. Review and Accept License Agreement(s)

5. Workflow Completed

Which will take you to the Team Management Panel. Click the 'Create New Team' button:



Create a team by providing a team name, a corresponding site name, description and password (the team password). Distribute the team password to constituent site PIs.:

New Team

Team Setup

Name

Choose one of the site(s) you own.

Team description

Choose a password for this team. ⓘ

[Back](#)

3. Review Licensing

After a Team has been successfully created, the Platform will subscribe you to all the current evaluation Tracks, as well as automatically creates two datasets License Agreements. Please review the agreements by either following the '3. Review and Accept License Agreement(s)' link or your team license links under the License Agreements panel:

Team was successfully created. ×

Registration Workflow

Please follow the steps below. Green items can be visited at any time.

1. Please download and review instructions
2. Create/Join a Site
3. Create/Join a Team
4. Review and Accept License Agreement(s)
5. Workflow Completed

Sites

Owner of the following Site(s):

- I-Site

Teams

Owner of the following team(s):

- I-Team (I-Site)

Submission Management

Please use the links below to manage submissions.

- I-Team
- AD: ActEV19 Sequestered Data Leaderboard
- AD: TRECVID

License Agreements

Please use the links below to manage your license agreements.

- 'VIRAT Video Dataset Protection Agreement' for I-Site
- 'Evaluation License Agreement' for I-Site
- 'MEVA Dataset License Agreement' for I-Site

Datasets

Please use the links below to view information about available datasets or to view download options.

- VIRAT Dataset
- MEVA

Please download the license agreement or evaluation plan, review it and then click 'Review' to enter the license review panel:

ITL ActEV-2018

License Agreement

Agreement Status: not agreed
On behalf of entity: My Team
License approval status: rejected

[Download License Agreement](#) [Review](#) [Back](#)

In order to accept the license please click the CHECKBOX and then press the 'Update License Agreement' button:



ActEV-2018

Review License Agreement

VIRAT Dataset Protection Agreement

Please download and review the VIRAT license agreement. The agreement can be downr

Agreement for target **My Team**, on behalf of Entity **My Team (73)**



I acknowledge that I have read and accepted the VIRAT data license.

[Update License Agreement](#)

[Download License Agreement](#)

[Back](#)

Once the MEVA/VIRAT license has been acknowledged, you will be able to access the dataset instruction panel with download information (and decryption keys if applicable). Click on the 'MEVA/VIRAT Dataset' link in the Dataset panel. Click the 'Back' button to return to the Dashboard.

License Agreements

Please use the links below to manage your license agreements.

['VIRAT Video Dataset Protection Agreement' for Test Team A](#)

['Evaluation License Agreement' for Test Team A](#)

Datasets

Please use the links below to view information about available datasets or to view download options.

[VIRAT Dataset](#)

4. Data Download Instructions

After completing the license agreement, credentials and instructions to access the data will be available by clicking the links on the Datasets section of the web site.



The screenshot shows a web interface with a 'Datasets' section. At the top left of the section is a download icon (a downward arrow) followed by the text 'Datasets'. Below this is a yellow banner with the text 'Please use the links below to view information about available datasets or to view download options.' Underneath the banner is a list of datasets, with 'VIRAT Dataset' being the first and most prominent entry.

5. ActEV SDL Evaluation System Submission Instructions

The ActEV SDL evaluation is CLI based system submission Submission. For the ActEV SDL evaluation submission, please select one of the authentication methods and enter your authentication data. To submit

your selection and create a new submission simply press the **submit button**.

New Submission

Select submission parameters if applicable. Use the 'Browse' button to select a file from your computer and upload it to the server by clicking on 'Submit'.

System: wer23f
Evaluation: ActEV-2018
Track: AD
Phase: ActEV19 SDL
Allowed file formats: `.tgz, .url`

Authenticationmethod
Credential_Based_Authentication

Password
myPassword

Username
myUser

Validation_set
ActEV-Eval-CLI-Validation-Set2

Deliverable_method
git

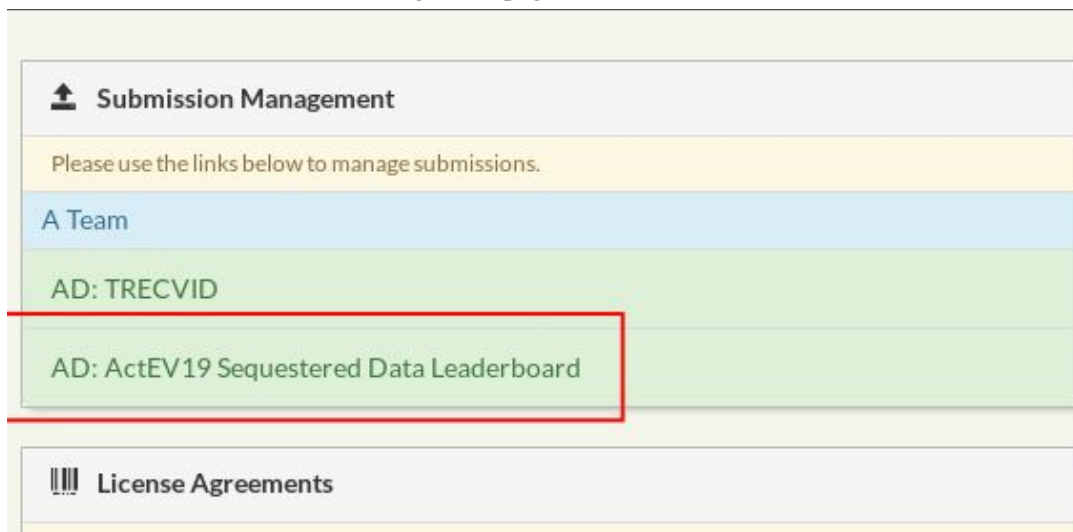
Number_videos_per_chunk
123

Specify Submission URL
www.mylab.com/downloads/154

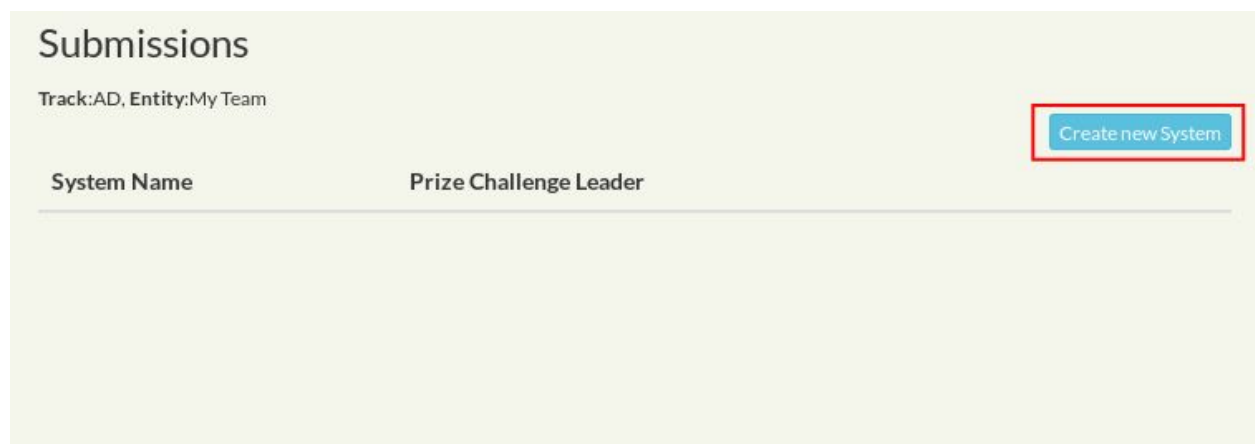
Submit

6. ActEV TRECVID Evaluation System Output Submission Instructions

- 1) Starting at the 'Dashboard' panel, click the task for the respective team which wishes to upload a submission (If you only belong to one team, there will be only one link as in the figure below.). This will redirect to the submission management page:



- 2) In the submission management page, if no system exists, create a new system by pressing the 'Create new system' button. (Multiple systems can be created in this way for each task)



- 3) Select either system one to four for the system type. Enter a descriptive name for the system in the system creation panel. Press 'submit' when it is done.

New System

Track: AD

Name

Submit

Back

- 4) This will create a new system row in the submission management view, with a 'Upload' button where applicable.

Click the 'Upload' button to start a submission which will redirect to the Submission Upload dialogue.

Submissions

Track:AD, Entity:Test Team A

Create new System

3 systems left.

System Name	Prize Challenge Leader
GAN+11v1 130	<input type="button" value="Upload"/>

- 5) *There are different forms for submissions depending on the challenge type.*

For future ActEV TRECVID evaluations there might be an option to select the dataset. Currently the dataset is fixed but in case the option exists please select a dataset and then press the Upload button to select a file from your machine:

New Submission

Select submission parameters if applicable. Use the 'Submit' button to select a file from your file system and upload it to the server.

System: GAN+10v1

Evaluation: ActEV-2018

Track: AD

Phase: Prize Challenge Leader

Mode:

Allowed file formats: .tgz, .zip

Eval_dataset

V2-Test

Upload Submission File

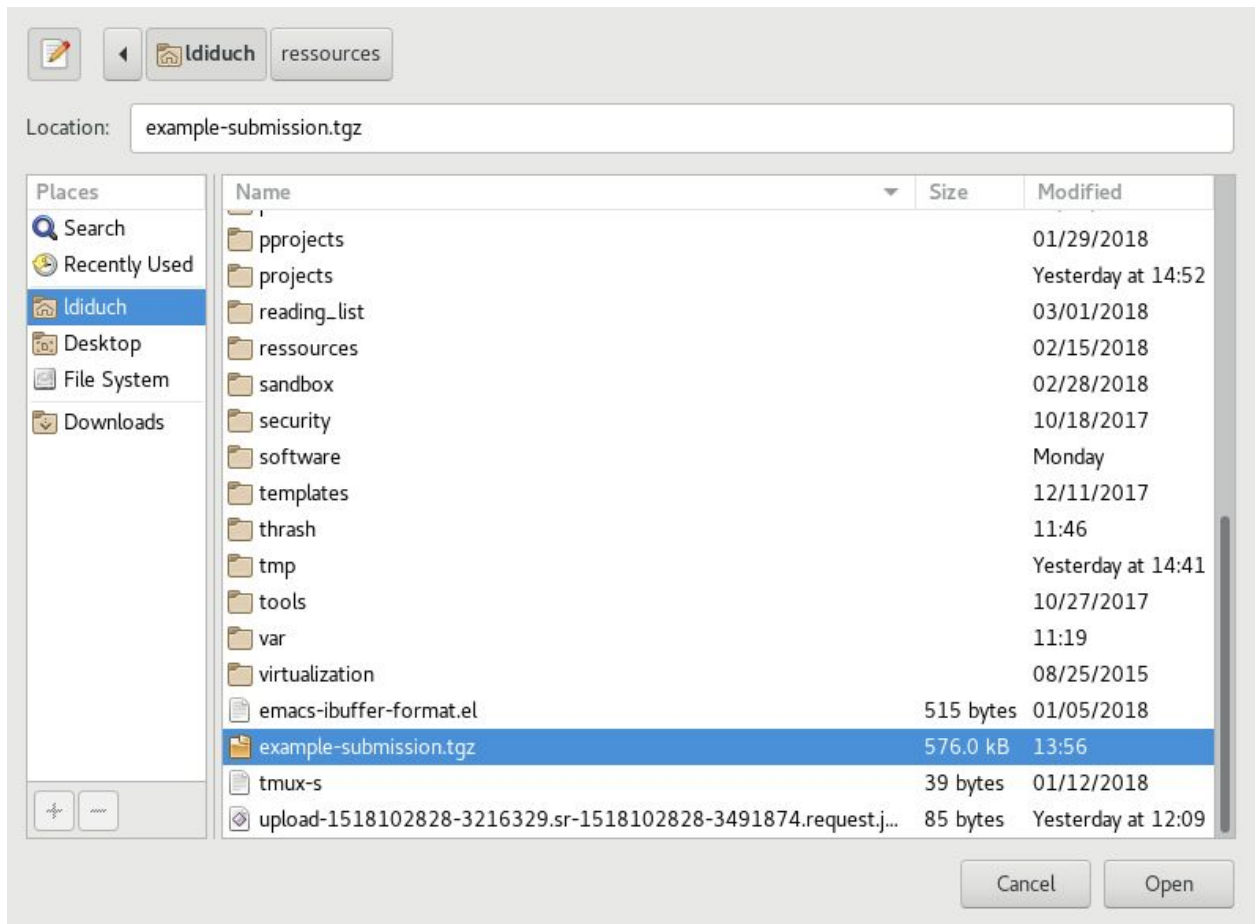
Browse...

No file selected.

Submit

Back

- 6) This will open a file chooser dialogue. Select a file to upload.



- 7) Once selected the file should appear in the submission upload dialogue beside the 'Choose File' button. Press submit to upload the file to NIST.

New Submission

Select submission parameters if applicable. Use the 'Submit' button to select a file from your file system and upload it to the server.

System: GAN+10v1
Evaluation: ActEV-2018
Track: AD
Phase: Prize Challenge Leader
Mode:
Allowed file formats: `.tgz, .zip`

Eval_dataset

V2-Test

Upload Submission File

Browse... MyGAN10v1.tgz

Submit

Back

- 8) The system should indicate the submission status if the upload has completed successfully, and the system should list your submission score status as 'submitted'.

MyGAN10v1.tgz has been uploaded. ×

Submissions

Track:AD, Entity:My Team Create new System

System Name	Prize Challenge Leader
GAN+10v1 128 System: primary	<p>Upload</p> <p>View Submission (576)</p> <p>Scoring submitted</p>

- 9) To upload an updated/new submission please repeat steps 1, 4, 5, 6 and 7.
- 10) Once the submission has been scored, the Scoring status will change to 'DONE'. You might not be able to see the specific score of the submission until after the evaluation.

7. Editing/Updating Submission Description

SDL and TRECVID tasks allow submitters to describe their submission via the “Description” field on each submission. The descriptions are viewable from the URL

https://actev.nist.gov/submission_description/<SUBNUM> where <SUBNUM> is the submission Number. **Submission descriptions are publically available so please take this into account when you write them.**

When a new submission is made, the description field is available. In order to edit/create a submission description of an existing submission, first go the submission view by f.e. following the submission link on the submission management page of the respective task:

The screenshot displays the NIST ActEV Submission Management interface. At the top, the NIST ActEV logo is visible on the left, and navigation links for Evaluations, Instructions, Dashboard, and a user profile (david.joy@nist.gov) are on the right. The main content area is titled "Submission Management" and shows details for a challenge: "Challenge: TRECVID, Track(s): AD, Submissions for Team: NIST-TEST". A blue button labeled "Add new system" is present, with a note "2 systems left" below it. A table lists the submission details:

System Name	TRECVID
Test System I Type: primary	Phase closed, Submissions Disabled.
	View Submission (3806)
	FAIL-scoring
	Scoring-protocol: ActEV_SDL_V1
	All Submissions

On the submission page press the 'Edit Description' to enter the editor page:

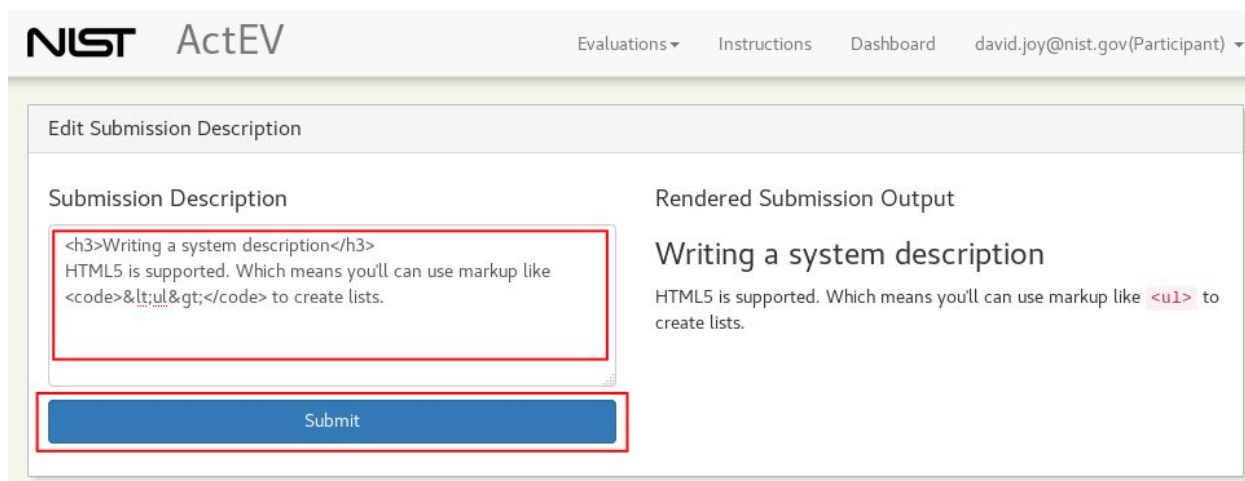


The screenshot shows the NIST ActEV submission page. The header includes the NIST ActEV logo, a 'Dashboard' link, and the user 'lukas.diduch@nist.gov (Admin)'. The main content area is titled 'Submission Info' and contains the following details:

- Id: 3806
- Token: ActEV-2018_AD_TRECVID_SYS-00257_NIST-TEST_20191018-150812-5726
- Record Filename: ActEV-2018_AD_TRECVID_SYS-00257_NIST-TEST_20191018-150812-5726.zip
- Original Filename: 42.zip
- Upload Date: 2019-10-18T15:08:12-04:00

At the top right of the submission info section, there are three buttons: 'Download Submission' (blue), 'Edit Description' (orange, highlighted with a red box), and 'Archive' (red).

On the submission description editor page, use the text form to enter your description. The form accepts only HTML parsable text. f.e. to force a line-break please use the
 tag.



The screenshot shows the 'Edit Submission Description' page. The header includes the NIST ActEV logo, 'Evaluations', 'Instructions', 'Dashboard', and the user 'david.joy@nist.gov (Participant)'. The main content area is titled 'Edit Submission Description' and contains two columns:

- Submission Description:** A text input field containing the HTML code: `<h3>Writing a system description</h3> HTML5 is supported. Which means you'll can use markup like <code>></code> to create lists.`
- Rendered Submission Output:** A preview area showing the rendered HTML:

Writing a system description

 HTML5 is supported. Which means you'll can use markup like `` to create lists.

At the bottom of the submission description section, there is a blue 'Submit' button highlighted with a red box.

After the submission description has been updated, press the 'Submit' button to store your description. The description can be edited again at any time by following the same procedure.