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EMUG 2023



Courtyard Boston Downtown Hotel
June 14-15, 2023

Aries
systems.



EMUG 2023

Supporting Authors I

Julie Lewis

Account Coordinator

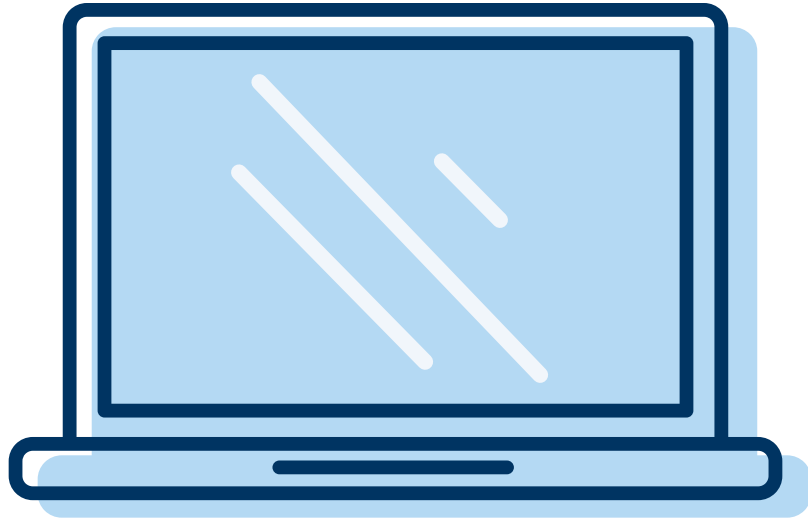
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Agenda

Welcome to
EMUG 2023: Day 1

- Author-Supporting Functionality
 - Gradual Engagement
 - Custom Questionnaires
 - Persistent Identifiers
 - Manuscript Status Terms
 - Visibility to Reviewer Commentary
- Configurations
- Resources
- Questions from Attendees





Gradual Engagement

Simplifying submission

Gradual Engagement Defined

A user experience (UX) practice that allows use of, or access to, all or parts of an application prior to users providing all the required information needed for long-term use

In Editorial Manager

Simplifying and streamlining the Author submission process by eliminating or minimizing non-essential data steps upfront



Gradual Engagement: Addressing Early Pain Points

- Submissions often require a large amount of files and supplemental data for publication, but not all are really needed for initial review and triage stage
- High percentage of submissions get desk rejected or transferred
- Burden for Authors if submission does not pass triage
- Burden for Editors to perform required technical checks



Why Gradual Engagement in EM?

Benefits

- Streamlined process at different levels
- Reduced workload for Authors and Editors
- Saves time upfront
- Improved Author user experience



Gradual Engagement Techniques

Techniques to take advantage of:

- Display only certain Article Types at initial submission
- Customize Instructions displayed at submission and revision which include different requirements
- Limit shown or required Submission Item Types for initial submission and revision stages
- Shorten or hide lengthy custom Questionnaires displayed to Authors at initial submission
- Enable metadata extraction of co-Author information



Gradual Engagement: Article Type Selection

- Configure to make only certain Article Types visible to Authors at initial submission

The screenshot shows a user interface for article submission. At the top, there are two circular icons: a blue circle with a white downward arrow labeled "Article Type Selection" and a grey circle labeled "Attach Files". Below the "Article Type Selection" icon, there is a text prompt: "Choose the Article Type of your submission from the drop-down menu." To the right, a blue header bar reads "Select Article Type". Below this is a drop-down menu with "None" selected. The menu is open, showing a list of options: "None", "Original Study - Initial submission", "Editorial", "Review - Initial submission", "Case Report - Initial submission", and "Research Article - Initial submission".

Gradual Engagement: Custom Instructions

- Inform requirements and publication policies during initial submission as well as revision

The diagram shows a four-step submission process: Article Type Selection (checked), Attach Files (active), General Information, and Additional Information. Below the steps, a text box provides instructions on file submission, and a file upload area offers 'Browse...' and 'Drag & Drop Files Here' options.

Article Type Selection

Attach Files

General Information

Additional Information

Please provide a single file containing your manuscript now. Authors will need to submit either a word or PDF file for initial submission. Data included in your manuscript may be used to populate information for you later in the submission process.

Browse...

OR

Drag & Drop Files Here

Gradual Engagement: Submission Item Types

- “Submission Item Types” can be configured differently at submission and revision
- Author is required to submit a manuscript file or any other file options during submission

- **Manuscript**

Please proceed to attach any files to accompany your manuscript file.

Select Item Type
*Manuscript ▼

Description
Manuscript

[Browse...](#)

Configuration: Custom Instructions

- PolicyManager > Submission Policies > Edit Manuscript Submission Instructions

Edit Manuscript Submission Instructions

manuscript submission process and click "Update" to save changes. Click "Instructions" to revert the instructions to the default. HTML tags and special characters are allowed in the instructions. The instructions should be relatively short, especially if using the Information icon display option. For more information, see the User Guide.

[View Default Instructions](#)

Select Article Type	Please choose the appropriate article type from the dropdown to continue with your submission.
View Default Instructions	<input type="checkbox"/> Display using Information Icon Revert to Default Instructions
Attach Primary Manuscript File	Please provide a single file containing your manuscript now. Authors will need to submit either a word or PDF file for initial submission. Data included in your manuscript may be used to populate information for you later in the submission process.



Configuration: Submission Item Types

- PolicyManager > Submission Policies > Edit Submission Items

Edit Submission Item Type

[Insert Special Character](#)

Item Type:
Maximum 256 characters

Item Type Family: ▼

This Submission Item Type is a Companion File (not built into PDF)

Reviewer PDF Handling ▼

Author/Editor PDF Handling ▼

Auxiliary PDF Handling ▼



Gradual Engagement: Submission Item Metadata


Supplementary files can be included as required, optional or hidden at submission or revision

Insert Special Character

Select Item Type
Supplemental File ▼

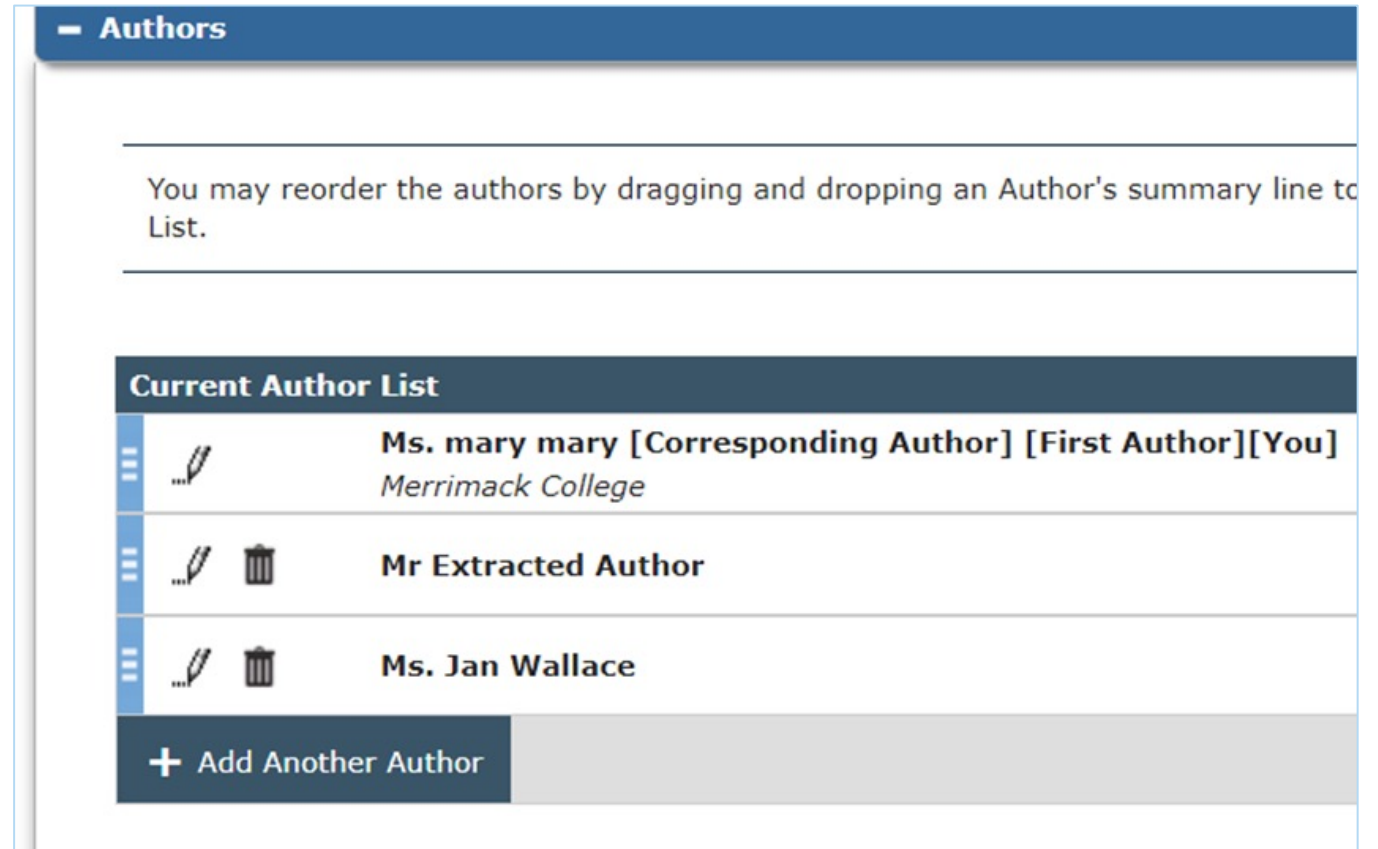
Description
Supplemental File

Delivery Method
 Online Web System Offline







Browse... OR 
Drag & Drop Files Here

Gradual Engagement: Metadata Extraction

- Saves the submitting corresponding Author time when EM extracts the co-Author data from the manuscript at the Build PDF for approval step
- Also extracts other fields like title keyword and abstract



The screenshot shows a web interface titled "Authors". Below the title, there is a message: "You may reorder the authors by dragging and dropping an Author's summary line to List." Below this message is a section titled "Current Author List" containing three entries:

Current Author List	
 	Ms. mary mary [Corresponding Author] [First Author][You] Merrimack College
 	Mr Extracted Author
 	Ms. Jan Wallace

At the bottom of the list is a button labeled "+ Add Another Author".

Configuration: Co-Author Metadata Extraction

PolicyManager >
Submission Policies >
Edit Article Type >
Submission Item Parameters

Submission Item Parameters:

Primary Manuscript File:

Select a Submission Item Type to be assigned to the file uploaded at the initial step of the Attach File process. The selected Submission Item Type will be automatically configured as follows (in the settings below): Required for Submission – Required. Allow Offline Submission – Hidden.

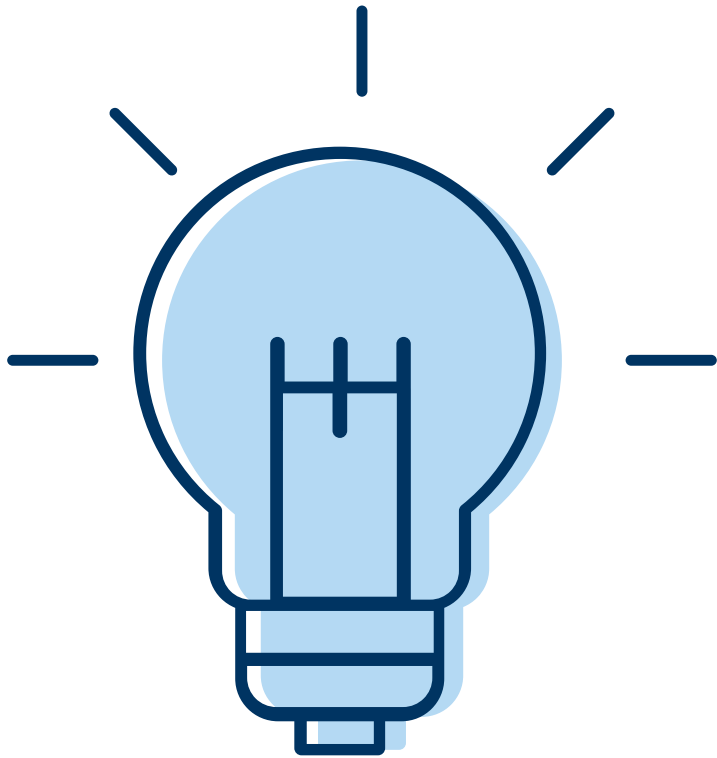
New Submission	Revised Submission
Manuscript	None
<input type="checkbox"/> Exclude PDFs from metadata extraction	<input type="checkbox"/> Exclude PDFs from metadata extraction
<input checked="" type="checkbox"/> Do not extract Co-Author metadata	<input type="checkbox"/> Do not extract Co-Author metadata



Gradual Engagement: Questionnaires

- Custom questionnaires are displayed at the Additional Information step
- Option to pose fewer questions to Authors at initial submission and a more detailed questionnaire at revision
- Option to make the Additional Information step hidden at initial submission and only visible at revision
- Questionnaires can also be presented to all Authors on the paper

The screenshot shows a submission process flow with five steps: Article Type Selection, Attach Files, General Information, Additional Information, and Comments. The first three steps are marked with green checkmarks, indicating they are completed. The 'Additional Information' step is marked with a blue downward arrow, indicating it is the current step. The 'Comments' step is marked with a blue circle, indicating it is not yet reached. Below the flow, a questionnaire form is displayed. The form has a blue header labeled 'Questionnaire' and a text prompt: 'Please confirm you have approval from all Co-authors to submit this manuscript?'. Below the prompt, the text 'Answer Required:' is shown in red. To the right of this text is a dropdown menu with the following options: 'Please select a response', 'Please select a response', 'Yes', and 'No'. The dropdown menu is currently open, showing the first two options highlighted in blue.



Custom Author Questionnaires

Soliciting strategic information

Benefits of Custom Questionnaires

- Solicit strategic information from Authors
- Build at different workflow stages (submission, revision, after decision, etc.)
- Gather data like disclosures, compliance documents, funding agreements, COIs, diversity info
- Collect other Contributor roles that might not be listed in the taxonomy
- Ask Authors for their social media handles to promote published articles
- Displaying questions pertaining to Author publication charges



Configuration: Questionnaire

- PolicyManger > Questionnaire Policies > Create Custom Questions

Create Custom Questions

Add Question

Question text:
Does your manuscript contain original material?

Instructions for Author Response:
Please look at these instructions.

"Text" and "Notes" responses can contain any mix of characters and numbers. A "Date" response must be entered in a standard date format. "Integer" and "Decimal" responses can contain only a number or decimal point. A "List" response requires the Author to select from the predefined response values.

Response Type: List

List Type: Drop-down list (Allows for a null or single value selection)

When configuring the default value, please note that only the value "Please select a response" will force the author to select another answer. Any other value will count as a valid response.



Configuration: Questionnaire

- PolicyManger > Questionnaire Policies > Create Custom Questions

Question text:
How would you rate the substantive contribution of the paper?

Instructions for Author Response:

"Text" and "Notes" responses can contain any mix of characters and numbers. A "Date" response must be entered in a mm/dd/yyyy format. "Integer" and "Decimal" responses can contain only a number or decimal point. A "List" response type requires the Author to select from the predefined response values.

Response Type: **List Type:**

Display Order	Value	Description	Flag
<input type="text" value="1"/>	Poor		Associate with Flag Hide
<input type="text" value="2"/>	Not as bad		Associate with Flag Hide
<input type="text" value="3"/>	Average		Associate with Flag Hide
<input type="text" value="4"/>	Good		Associate with Flag Hide
<input type="text" value="5"/>	Outstanding		Associate with Flag Hide
<input type="text" value="6"/>	N/A		Associate with Flag Hide



Configuration: Questionnaire

- PolicyManager > Questionnaire Policies > Create Questionnaires

Create Questionnaire

Full Submission Questionnaire

Configure Questionnaire

Add Custom Questions

Order	Question	Metadata ID	Required	Merge Field	Actions
1	§ Have you submitted this manuscript to another publication?		<input type="checkbox"/>	<input type="checkbox"/>	Remove
2	§ Does your manuscript contain original material?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove
3	§ Did anyone else assist you with writing this paper?	Author_Details	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove
4	OPTIONAL: Please supply a tweet or short blurb (up to 280 characters including spaces) about the article for consideration by the journal's social media team in promoting the article. Usage and editing of the suggested tweet are at the journal's discretion.		<input type="checkbox"/>	<input type="checkbox"/>	Remove

Update Item Order



Configuration: Questionnaire

- PolicyManager > Submission Policies > Edit Article Types > Set Additional Information Preferences

Edit Article Type

Cancel

Submit

Article Type Parameters

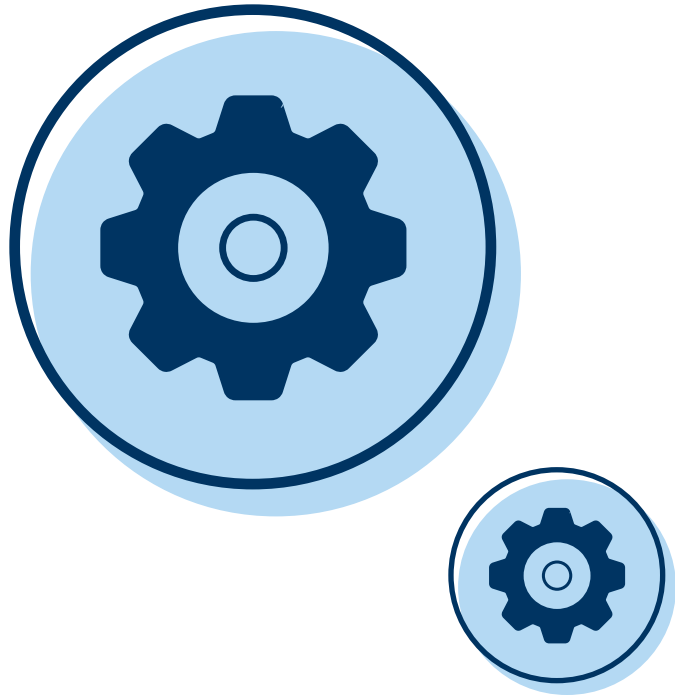
New Submission

Revised Submission

Set "Additional Information" Preferences:

Designate Submission Questionnaire:	Brief Submission Questionnaire	▼	Full Submission Questionnaire	▼
Designate Author Questionnaire:	Hidden	▼	Full Submission Questionnaire	▼





Utilizing Identifiers

Standardizing metadata

Standard Identifiers Integrated in EM

- Increase confidence and trustworthiness of data
- A user should only need to enter data once
- Empowers stronger reporting and accurate use of metadata downstream
- Often collected upfront during Author submission



Collection of ORCID IDs

- Upon registration for new users
- Upon update of their user profile
- Upon submission
- Upon Co-Author verification
- Leverage ORCID credentials for SSO



ORCID
Connecting research and researchers

ORCID Single Sign On


Pre-registration Page

To register to use the Editorial Manager system, please enter all the required information. Upon successful registration, you will be sent an e-mail with instructions to verify your registration.

[Insert Special Character](#)

Choose a Registration Method

Retrieve your details from the ORCID registry:

 [Use My ORCID Record](#)

Or type in your details and continue to register without using ORCID:

Please Enter the Following

Username:

Password:

[Author Login](#)

[Reviewer Login](#)

[Editor Login](#)

[Publisher Login](#)

Or Login via:  [What is ORCID?](#)

[Send Login Details](#)

[Register Now](#)

[Login Help](#)

This will display registration instructions for new authors coming to your site


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[Aries Privacy Policy](#) | [Data Privacy Policy](#)



Corresponding Author ORCID Request

- Corresponding Author ORCID update required or optional to approve submission



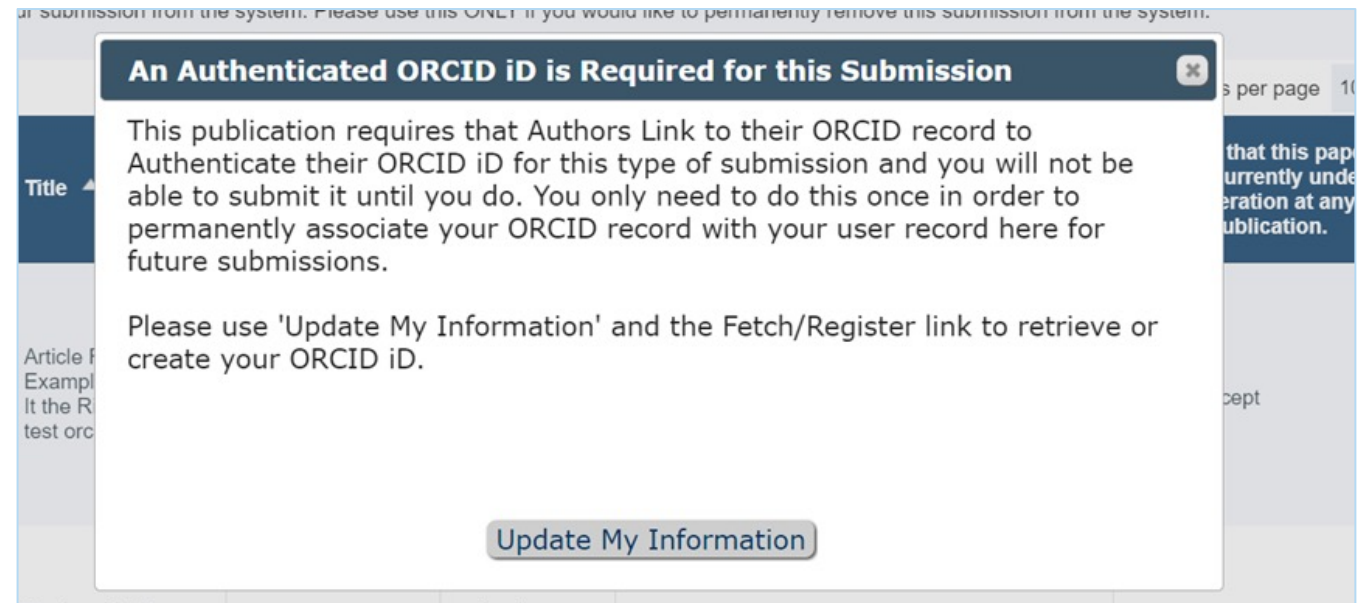
An Authenticated ORCID iD is Requeste...

This publication requests that Authors Link to their ORCID record to Authenticate their ORCID iD for this type of submission. You only need to do this once in order to permanently associate your ORCID record with your user record here for future submissions.

Please use 'Update My Information' and the Fetch/Register link to retrieve or create your ORCID iD.

[Update My Information](#)

[Proceed without ORCID iD](#)



An Authenticated ORCID iD is Required for this Submission

This publication requires that Authors Link to their ORCID record to Authenticate their ORCID iD for this type of submission and you will not be able to submit it until you do. You only need to do this once in order to permanently associate your ORCID record with your user record here for future submissions.

Please use 'Update My Information' and the Fetch/Register link to retrieve or create your ORCID iD.

[Update My Information](#)



Co-Author ORCID Verification

- Co-Authors verify their contribution by linking their ORCID ID

Warning! You must submit this page to verify your contribution to the submission.

Print

Insert Special Character

Verify Contributing Authorship

This publication requests that Authors link to their ORCID record to retrieve an 'Authenticated' ORCID Identifier. This will support the correct attribution of this submission to you if accepted for publication. If you have not yet registered for an ORCID iD, you can also use the button below to register and authenticate a new one.

ORCID iD: (None)

[Link to ORCID Record](#) [What is ORCID?](#)

[Submit to Publication](#)



Author Benefits – ORCID



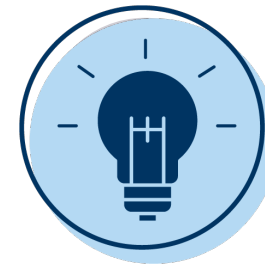
Alleviates mistaken identity and reliably connects Authors to their contributions



Allows Authors to obtain credit for their work, awards, and affiliations



Ensure transparency and recognition of prior publications



Simplifies login process, saving time

Configuration: ORCID IDs

System Admin >
PolicyManager

- PolicyManager > Registration and Login Policies > Configure Login Page
- PolicyManager > Registration and Login Policies > Edit Registration Fields
- PolicyManager > Submission Policies > Edit Article Types > Author Parameters > Authenticated ORCID ID request/Co-Author Parameters > Register and Verify other Authors
- PolicyManager > Submission Policies > Edit Request Authenticated ORCID ID Instructions
- Merge Field > %ORCID_AUTHENTICATE_DEEP_LINK%

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CrossRef Funder Registry iD



- Taxonomy of research funders
- Select from a funding agency picklist
- Configure as required or optional during submission process

A screenshot of a web application interface. The main window has a header 'Funding Information'. A modal dialog box titled 'Add New Funding Source' is open. It contains a search bar with the text 'University' and a dropdown list of suggestions: 'University of Maryland Foundation (US)', 'University of Delaware Research Foundation (US)', 'University Film and Video Association (US)', and 'American Association of University Women (US)'. There are also icons for save, add, delete, and undo, and a link for 'Insert Special Characters'. Below the dialog, a section titled 'Current Funding Sources List' shows the message 'There are currently no Funding Sources in the list'.

Author Benefits – CrossRef Funder Registry



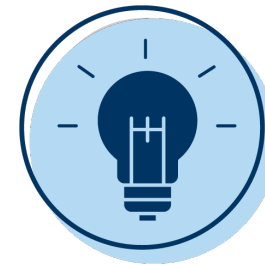
Helps Authors uniquely identify funding sources using a taxonomy of research funders



Facilitates clear, transparent and measurable information



Aids in accurate funding metadata which is associated with Author's papers



Good practice for Authors to acknowledge support for their contributions to research in their published articles

Configuration: CrossRef Funder Registry

System Admin >
PolicyManager

- PolicyManager > Submission Policies > Edit Article Type > Article Type Parameters
- PolicyManager > Submission Policies > Define PDF Cover page layout
- PolicyManager > General Policies > Define Detail page layout
- PolicyManager > Transmittal Policies > Select manuscript metadata fields



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RINGGOLD iD Database

- Database of standardized institutional names
- Collected upon registration, proxy registration and submission
- Collected when users update their profile
- Allows for picklist selection



RINGGOLD

Author Benefits – RINGGOLD iD



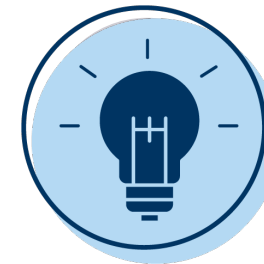
Enforce Uniqueness/Consistency



Enable linking of data



APC discount eligibility



Ability to exchange information more effectively

Configuration: Ringgold iD

- PolicyManager > General Policies > Enable Institution Name Normalization

[-] General Policies

Enable Institution Name Normalization

Enable Institution Name Normalization

Select this option to present users with an auto-complete picklist of institutions to choose from wherever Institution and Department are entered in the system (at registration and proxy registration, on Update My Information, when adding authors at submission, etc.).

To facilitate collecting institutional IDs for users, the Institution field should be configured as Required on the following pages when Institution Name Normalization is enabled:

- Edit Registration Fields
- Configure Proxy Registration
- Set Other Author Parameters
- Select Author's Reviewer Preferences

Enable Institution Name Normalization



Tooltip guidance text is displayed on cursor hover over the information icon shown next to the Institution field throughout EM when INN is enabled. This text is intended to encourage selection from the Institution list (rather than free text entry) and may be customized for more specific context.

- Display default instructional hover text for information icon next to Institution field ([View default text](#))
- Display customized hover text for information icon next to Institution field:

The screenshot displays the 'Authors' configuration page in the EM system. The 'Enable Institution Name Normalization' checkbox is checked. The 'Current Author List' shows 'Ms. mary m' from 'Merrimack Co'. The 'Institution' field is highlighted with a tooltip showing a list of institutions including 'University of Massachusetts Global', 'University of Massachusetts Amherst Mount Ida Campus', 'University of Massachusetts Amherst School of Public Health and Health Sciences', and 'University of Massachusetts Chan Medical'.



CRediT Taxonomy

Contributor Roles*   [Instructions](#)

<input checked="" type="checkbox"/> Conceptualization	Lead
<input checked="" type="checkbox"/> Data curation	Equal
<input checked="" type="checkbox"/> Formal analysis	Supporting
<input type="checkbox"/> Funding acquisition	
<input type="checkbox"/> Investigation	
<input type="checkbox"/> Methodology	
<input type="checkbox"/> Project administration	
<input type="checkbox"/> Resources	
<input type="checkbox"/> Software	
<input type="checkbox"/> Supervision	
<input type="checkbox"/> Validation	
<input type="checkbox"/> Visualization	
<input checked="" type="checkbox"/> Writing – original draft	Lead
<input type="checkbox"/> Writing – review & editing	

- Allows Authors to designate their relation to the research done on a paper
- Includes 14 contributor roles and 3 degrees of participation: Lead, Supporting, or Equal



Contributor Roles Taxonomy



Benefits of CRediT for Authors



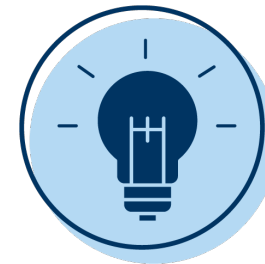
Reduce potential
Author disputes



Easily identify potential
collaborators and opportunities
for research networking



Enable visibility and recognition
of different levels of contribution
across all aspects of research



Improved ability to track
contributions of individual
research specialist

Configuration: CRediT Contributor Roles

- PolicyManager > Configure Contributor Roles

Configure Contributor Roles

Contributor Roles can be attributed to each Author of a submission. On this page, you may choose your version of the taxonomy, specify the metadata to be collected, and define the custom instructions to be displayed to users when attributing roles. Then on the *Set Other Author Parameters* page, you can specify whether to collect Contributor Roles for your publication (along with the other parameters for Authors). Then on the *Edit Article Type* page, you can specify whether Contributor Roles are Required or Optional for an Article Type.

For more information on Contributor Roles and Project CRediT, click here: <http://credit.niso.org>

Set Taxonomy Version

Select a version of the CRediT Taxonomy's Contributor Roles from the dropdown menu.

Choose Taxonomy: [View Taxonomy](#)

Select Additional Metadata to be Collected

The following options allow you to specify whether to collect a Degree of Contribution for each Contributor Role assigned to an Author, and whether to display a text box to allow the Corresponding Author to enter a name or description of a role that is not in the taxonomy.

Collect 'Degrees of Contribution'



Configuration: CRediT Contributor Roles

Edit Article Types

All Authors Parameters

Contributor Roles:

- Optional
- Required

Add Collaborative Author Groups:

PolicyManager >
Edit Article Type >
Contributor roles

Set Other Author Parameters

Set "Contributor Roles" Preference:

- Display
- Hidden



Set "Deceased Status" Checkbox Preference:



PolicyManger >
Set other Author parameters



Configuration: CRediT Contributor Roles

PDF Cover Page Layouts

Add/Edit PDF Cover Page Layout for Editor/Author Layout 001

All Authors and Contributing Roles (*List including Corresponding Author*)

PolicyManger >

Define PDF cover page layout

Transmittal Policies

Select Corresponding Author Metadata Fields

Contributor Information

PolicyManger >

Transmittal Policies >

Select Corresponding Author
Metadata Fields





Manuscript Status Terms

*Configurable levels of
visibility for pending papers*







Customize Submission Status Terms

- Keeps Authors informed on the status of their manuscript if permissioned
- Default status terms: Incomplete, Needs Approval, Manuscript Submitted, With Editor, or Under Review
- Status terms can be created and customized by the journal



Submission Status Terms

- Authors with permission will see a column in several folders labeled Current Status along with a status date
- Authors have the option to send an email – to contact the journal office via an ad-hoc email to request an extension or ask for more information

Action 	Manuscript Number 	Title 	Date Submitted 	Date Revision Due 	Status Date 	Current Status 	View Decision 
View Submission View Reviewer Comments File Inventory View Reference Checking Results View Attachments Similar Articles in MEDLINE Revise Submission Decline to Revise Send E-mail	DemoJL-D-0100	Example submission	Apr 27 2023 3:19PM	Jun 26 2023 11:59PM	Apr 27 2023 3:35PM	Revise	Revise



Configuration: Status Terms

- PolicyManager > Status Policies > Edit Document Status

[-] Status Policies

[Edit Document Statuses](#)

[Change Edit Submission Status](#)

Add/Edit Document Status

The Editorial Document Status is the primary term used by the publication to track progress through the peer-review workflow. If you give Authors permission to view the Current Status, you may define an optional Alternative Text to display to the Author or leave this blank to display the main Editorial Document Status.

Editorial Document Status:

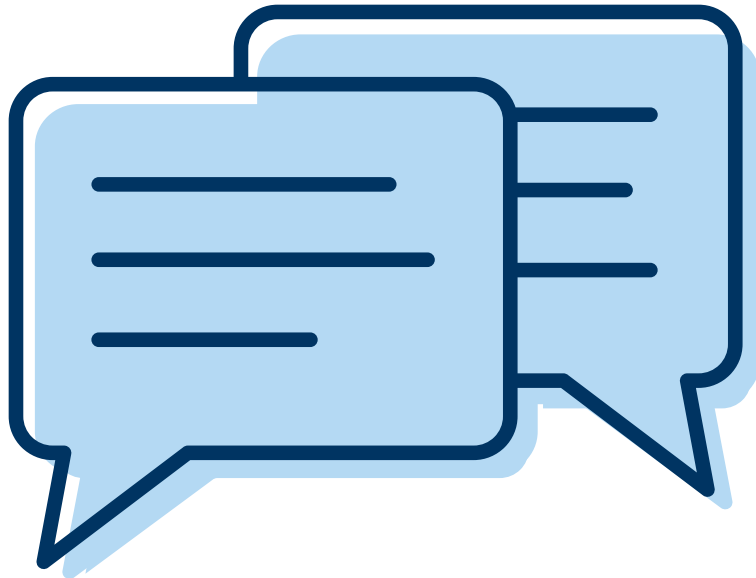
Alternative Text for Authors:

New Status Role Family: ▼

Cancel

Submit





Visibility to Reviewer Commentary

*Promoting transparency for
Authors during peer review*

Open Peer Review for Authors



- Publications using an open peer review workflow allow for greater transparency for Authors to view Reviewer comments
- Publications can also make Reviewer comments visible at first decision or final decision
- Authors can also see unblinded attachments and Reviewer forms

Transparency for Authors During Peer Review

← Submissions Needing Revision for Author

Click 'File Inventory' to download the source files for the manuscript. Click 'Revise Submission' to submit a revision of the manuscript. If you Decline To Revise the manuscript, it will be moved to the Declined Revisions folder.

IMPORTANT: If your revised files are not rea

Page: 1 of 1 ([5 total submissions](#))

Action



[View Submission](#)

[View Reviewer Comments](#)

[File Inventory](#)

[View Reference Checking Results](#)

[View Attachments](#)



Close

View Reviewer Comments for Manuscript

DemoJL-D-0100
"Example submission"

Ian Investigator (Reviewer 1)

Reviewer Recommendation Term:	Minor Revision
Overall Reviewer Manuscript Rating:	78

Custom Review Question(s):	Response
Do you have time to review the paper?	Yes:
What's your availability to review?	Over the next month
The instructions for manuscript review were stated clearly and were easy to follow.	Yes
Check yes or no for the following sample question	No:
How would you rate the substantive contribution of the paper?	3 - Average

Manuscript Rating Question(s):	Scale	Rating
How does the overall manuscript look?	[1-5]	3

Comments to Author:

Please see the following attachment which contains my review

Attachments:

Action	Description	File Name	Size
Download	Unblinded review	Article Review.docx	14.4 KB



Configuration: Open Peer Review for Authors

- RoleManager > Author > Allow Access to Reviewer Names > Choose Sub Permissions

RoleManager

Author Role

Allow Access to Reviewer Names and Reviews:



- After Final Decision of Accept, Reject or Reject and Transfer
- After First Decision



Configuration: Open Peer Review for Authors

+ Reviewer and Editor Form Policies






Reviewer Recommendation Policies

[Create/Edit Review Forms](#)

Create Review Forms

Default Review Form

[Edit](#)

	Current Custom Review Question List	Required for Submission	Visible to Reviewers	Visible to Author
☰	 Do you have time to review the paper?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
☰	 What's your availability to review?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
☰	 The instructions for manuscript review were stated clearly and were easy to follow.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
☰	 Check yes or no for the following sample question	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
☰	 How would you rate the substantive contribution of the paper?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
+ Add Custom Review Question				

- PolicyManager > Reviewer Recommendation Policies > Create/Edit Review Form



Configuration: Open Peer Review for Authors

- PolicyManager > Reviewer Recommendation
- Policies > Match Reviewer Form to Article Types and Reviewers

PolicyManager

Reviewer Recommendation Policies

Match Review Forms to Article Types and Reviewer Roles

Filter By: All Reviewer Roles | Original Study - Initial submission

Set Displayed New Review Form to: Default Review Form [Set]

Display Manuscript Rating Question Responses to Author for displayed Reviewer Roles/Article Types

Set Displayed Revised Review Form to: Default Review Form [Set]

Reviewer Role / Article Type	Reviewer	Key Reviewer	Statistical reviewer	Peer Reviewer	Advisory board member
Original Study - Initial submission	New: Default Review Form <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input checked="" type="checkbox"/> Display Responses to Author	New: Default Review Form <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input checked="" type="checkbox"/> Display Responses to Author	New: Default Review Form <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input checked="" type="checkbox"/> Display Responses to Author	New: Default Review Form <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input checked="" type="checkbox"/> Display Responses to Author	New: Default Review Form <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input checked="" type="checkbox"/> Display Responses to Author
	Revised: Default Review Form	Revised: Default Review Form	Revised: Default Review Form	Revised: Default Review Form	Revised: Default Review Form

Cancel Submit



Configuration: Open Peer Review for Authors

PolicyManager

Manuscript Rating Question Configuration

Overall Manuscript Rating Question Settings

Overall Manuscript Rating Question Settings

1-100 when submitting a review, and allow Editors to enter a rating from 1

Use Overall Reviewer Manuscript Rating

Display Reviewer Manuscript Rating to Author

Use Overall Editor Manuscript Rating

- PolicyManager > Manuscript Rating Question Configuration > Overall Manuscript Rating Question Settings



Resources

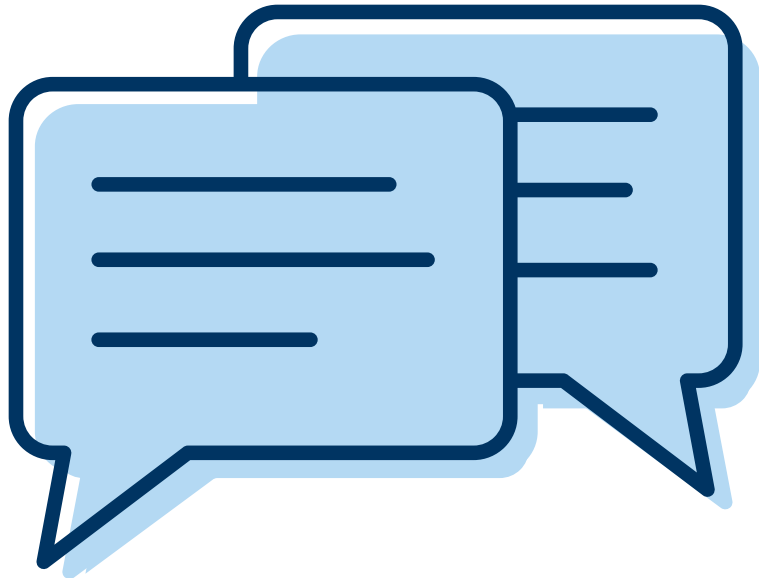
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Questions?

Thank you!

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