



Welcome to
EMUG 2016

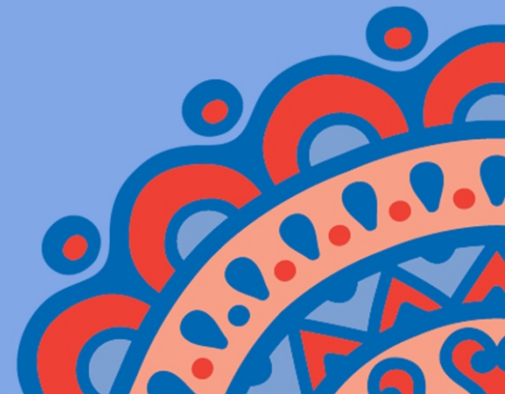
 Editorial Manager®  ProduXion Manager®

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Many Shades of Open Peer Review

Dmitri Khodjakov, Account Coordinator
dkhodjakov@ariessys.com



Agenda

- Open Peer Review
 - Author Experience
 - Reviewer Experience
- Journal-to-Journal Transfer of Review Forms
- Reviewer Discussion Forums

Open vs. Blinded Peer Review

- Blinded Peer Review
 - Author never sees reviewer names
 - Author may be given access to blinded attachments
 - Author does not see un-blinded full review form, only pieces merged into decision letter
 - Reviewers do not see other reviewers' comments until a decision is made
- Open Peer Review
 - Author can see reviewer names
 - Author can see un-blinded attachments
 - Author can see un-blinded individual review form outside of decision letter (based on configuration)
 - Reviewers can see other reviewers' comments before final decision

Open Peer Review in Editorial Manager

- EM can be configured to:
 - Allow Authors to see Reviewers' identities and reviews
 - Allow Reviewers to see other Reviewer identities and reviews early in the peer review process
 - Transfer reviews and Reviewer information when submissions are transferred to other publications

Author Experience

Author Access to Un-Blinded Reviews

- Two choices:
- After First Decision
 - Submissions Needing Revision folder
 - Revisions Sent back to Author folder
 - Incomplete Submissions Being Revised folder
 - Revisions Waiting for Author's Approval folder
 - Revisions Being Processed folder

Author Access to Un-Blinded Reviews

- Two choices:
- After First Decision
 - Submissions Needing Revision folder
 - Revisions Sent back to Author folder
 - Incomplete Submissions Being Revised folder
 - Revisions Waiting for Author's Approval folder
 - Revisions Being Processed folder
- OR: After Final Decision
 - Submissions with a Decision folder

View Reviewer Comments link in Author folder(s)

Submissions with an Editorial Office Decision for Author Anthony Author


Page: 1 of 1 (2 total completed submissions)

Action ▲	Manuscript Number ▲▼	Title ▲▼	Initial Date Submitted ▲▼	Status Date ▲▼
View Submission View Reviewer Comments View Decision Letter Correspondence Send E-mail	DEMOK122-2016-00630	Submission for Open Peer Review	Jun 4 2016 3:03PM	Jun 4 2016 3:25PM
View Submission View Reviewer Comments View Decision Letter Correspondence Send E-mail	DEMOK122-2016-00629	I can view reviewer comments on this paper	Jun 4 2016 3:03PM	Jun 4 2016 3:55PM

Page: 1 of 1 (2 total completed submissions)

<< Author Main Menu

You should use the free Adobe Reader 10 or later for best PDF Viewing results.



Author page – View Reviewer Comments

Close

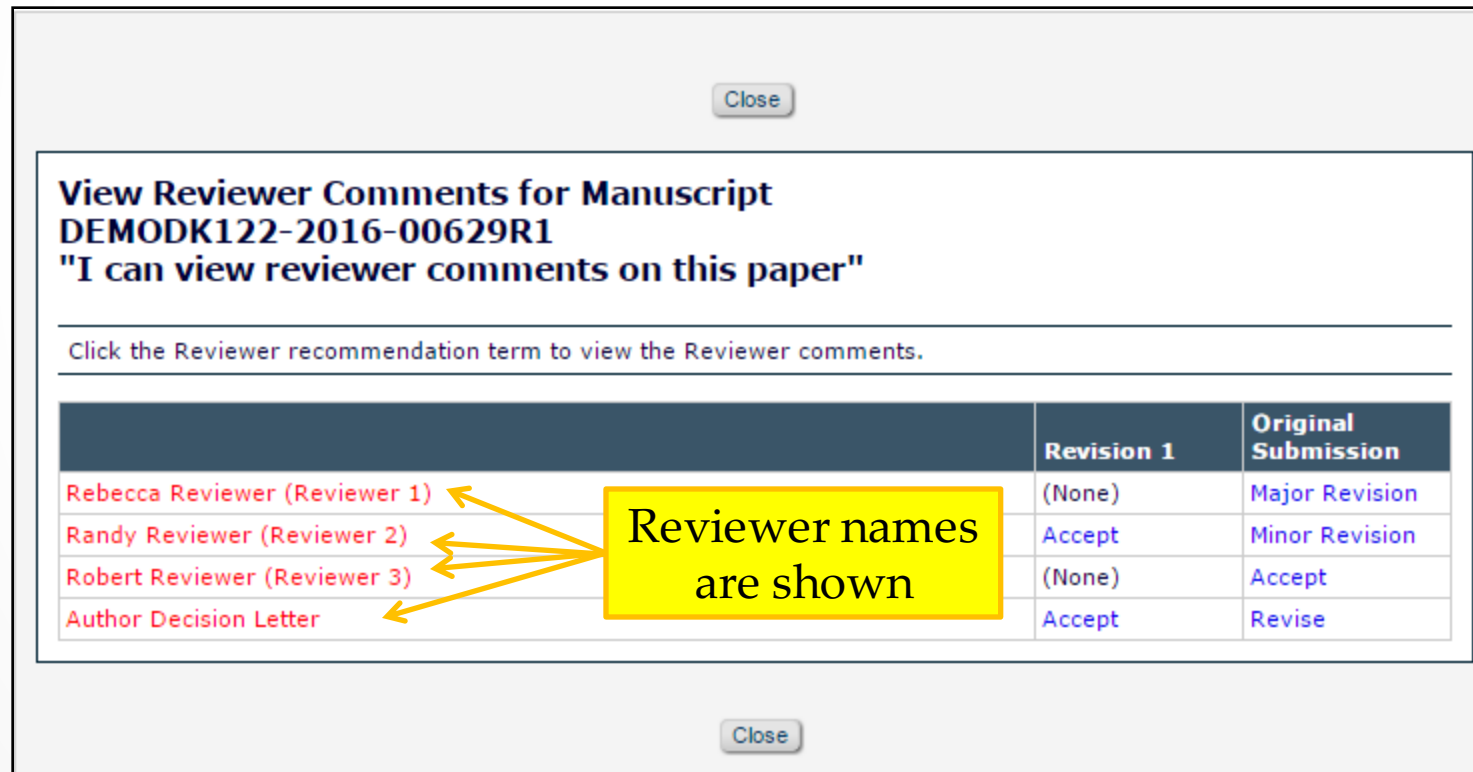
**View Reviewer Comments for Manuscript
DEMOK122-2016-00629R1**
"I can view reviewer comments on this paper"

Click the Reviewer recommendation term to view the Reviewer comments.

	Revision 1	Original Submission
Rebecca Reviewer (Reviewer 1)	(None)	Major Revision
Randy Reviewer (Reviewer 2)	Accept	Minor Revision
Robert Reviewer (Reviewer 3)	(None)	Accept
Author Decision Letter	Accept	Revise

Reviewer names are shown

Close



View Un-blinded Reviewer Comments – for Author

Revision 1	Original Submission
(None)	Major Revision
Accept	Minor Revision
(None)	Accept
Accept	Revise

View Reviewer Comments for Manuscript
DEMODK122-2016-00629R1
"I can view reviewer comment"

Randy Reviewer (Reviewer 2)

Reviewer Recommendation Term: [] for Revision

Comments to Author:

These are the comments that I am providing to the author.

Attachments:

Action	Description	File Name	Size	Last Modified
Download		File attached by reviewer.pptx	1.4 MB	Jun 04 2016 03:13PM

Close

Reviewer name is shown

Un-blinded Attachments for Authors

Attachments for Manuscript Number Kristin129 R1 "Let's Transfer!"



Action	Uploaded By	Description	File Name	File Size
Revision 1				
Download	Jordan Catalano, Ph.D. (Reviewer 3)	Kitten in a tiny sweater	kittensweater.jpg	41.3 KB
Original Submission				
Download	Candy Cane, Ph.D. (Reviewer 2)	E-mail thread RE: references	emailthread.docx	24.3 KB
Download	Lester Bangs, Ph.D. (Reviewer 1)		friday.jpg	39.9 KB

[Main Menu](#)

Configuration for Authors

- Role Manager -> Author Role
 - Allow Access to Reviewer Names and Reviews
 - Sub-permissions:
 - ❖ After Final Decision of Accept, Reject, or Reject and Transfer OR
 - ❖ After First Decision

Edit Other Author E-mail Address

Allow Access to Reviewer Names and Reviews:

After Final Decision of Accept, Reject or Reject and Transfer

After First Decision

...

Configuration for Authors

- Each piece of review form may be made available or hidden
 - Policy Manager -> Overall Manuscript Rating Question Settings
 - ‘Display Reviewer Manuscript Rating to Author’

Overall Manuscript Rating Question Settings

Selecting these options allow Reviewers to enter a Manuscript Rating from 1-100 when submitting a review, and allow Editors to enter a rating from 1-100 when submitting a decision. If enabled, this rating is displayed for Editors on the Reviewer Selection pages and on some reports.

Use Overall Reviewer Manuscript Rating
 Display Reviewer Manuscript Rating to Author
 Use Overall Editor Manuscript Rating

Configuration for Authors

- Each piece of review form may be made available or hidden
 - Policy Manager -> Match Review Forms to Article Types and Reviewer Roles
 - Manuscript Rating Questions
 - ‘Display Responses to Author’

Review Form and Manuscript Rating Configuration

In the grid below, please specify the Review Form to use for each Article Type / Reviewer Role combination. Checking "Use Manuscript Rating Questions" turns on Manuscript Rating Questions for Reviewers of the specified Article Types. Use the "Select" link to choose which Manuscript Rating Questions to use for the associated Article Type and Reviewer Role.

Reviewer Role	Reviewer	Statistical Reviewer
Article Type		
A new article type	New: <input type="text" value="Sample Form 1"/> <input type="button" value="v"/> <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input type="checkbox"/> Display Responses to Author Revised: <input type="text" value="Sample Form 1"/> <input type="button" value="v"/>	New: <input type="text" value="Default Review Form"/> <input type="button" value="v"/> <input checked="" type="checkbox"/> Use Manuscript Rating Questions Select <input type="checkbox"/> Display Responses to Author Revised: <input type="text" value="Default Review Form"/> <input type="button" value="v"/>

Configuration for Authors

- Each piece of review form may be made available or hidden
 - Policy Manager -> Create/Edit Review Forms
 - Custom Review Questions
 - ‘Visible to Author’

Edit Review Form

Review Form Name:

Custom Review Questions

Order	Question	Required for Submission	Visible to Other Reviewers	Visible to Author	Actions
<input type="text" value="1"/>	What is the Question?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Remove
<input type="text" value="2"/>	Are the conclusions valid from the data presented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Remove

Reviewer Experience

Reviewer Experience

- “Traditional” Reviewer RoleManager permission ‘View Un-Blinded Comments’ gives access to un-blinded reviews after Author Notification letter sent
- Open Peer Review based on Reviewer RoleManager permission ‘View Un-blinded Reviews for Open Peer Review’

Reviewer Experience

- For Open Peer Review, at *invitation*, Reviewers have access to:
 - Un-blinded completed reviews for prior revisions
AND
 - Un-blinded completed reviews for the current revision
 - Decision letters for all revisions
 - Un-blinded Attachments for all revisions (if configured as available to other reviewers)

Reviewers can access un-blinded Reviews

- New Invitations folder
- Pending Assignments folder
- Completed Assignments folder
- Submit Recommendation and Comments page (a/k/a 'Review Form')
- View Reviewer Comments page
- View Individual Reviewer Comments page
- View Attachments page

Reviewers can access un-blinded Reviews

- View Reviewer Comments, View Attachments, View Decision Letter links available earlier in process

New Reviewer Invitations for Rebecca Reviewer

You have been invited to review the following manuscripts. Please Agree to review or Decline to review the manuscript.

Page: 1 of 1 (1 total submissions) Display 10

Action	Manuscript Number	Article Type	Article Title	Current Status	Date Reviewer Invited
View Abstract View Attachments Discussion Agree to Review Decline to Review View Reviewer Comments View Decision Letter Send E-mail	DEMODK122-2016-00629R1	Original Study (demo)	Reviewers can see unblinded reviews on this paper.	Under Review	Jun 5 2016 1:53PM

Reviewers can access un-blinded Reviews

- Reviewer sees un-blinded reviews if other reviewer completed review for any revision

View Reviewer Comments for Manuscript

DEMODK122-2016-00629R1

"Reviewers can see unblinded reviews on this paper."

Click the Reviewer recommendation term to view the Reviewer comments.

	Revision 1	Original Submission
Rebecca Reviewer (Reviewer 1)	Reviewer Invited	Major Revision
Randy Reviewer (Reviewer 2)	Accept	Minor Revision
Robert Reviewer (Reviewer 3)	Reviewer Invited	Accept
Author Decision Letter		Revise

Close

Close

DEMODK122-2016-00629R1
"Reviewers can see unblinded reviews on this paper."
Revision 1

Rebecca Reviewer (Reviewer 1)

Reviewer Recommendation Term:	Accept
Overall Reviewer Manuscript Rating:	N/A
Custom Review Question(s)	Response
Are you willing to review the revision of this manuscript?	
Custom Reviewer Question #1	Custom Reviewer Answer #1
Custom Question #2	Custom Reviewer Answer #1
1. Is the manuscript technically sound, and do the data support the conclusions?	Yes

Manuscript Rating Question(s):	Scale	Rating
The subject addressed in this article is worthy of investigation.	[1-3]	2
The information presented was new.	[1-5]	3
The conclusions were supported by the data.	[1-10]	5

Comments to Editor:

Reviewer comments to editor

Comments to Author:

Reviewer comments to author

Reviewers can access un-blinded Reviews

- Attachments page is also un-blinded

Attachments for Manuscript Number DEMO-D-13-00008R1 "Test Submission Article Title "

Action	Uploaded By	Description	File Name	File Size
Revision 1				
Download	Ron Reviewer, MD (Reviewer 1)	attachment for Rev 1	Symbol_Test.doc	268 KB
Download	Roger Reviewer, MD (Reviewer 2)	attachment	suggestion for research protocols.docx	275KB
Download	Lisa Reviewer, PhD (Reviewer 3)	Attachment	leading issue.docx	129 KB
Original Submission				
Download	Ron Reviewer, MD (Reviewer 1)	attachment relating to MS #	quick add.docx	326 KB
Download	Editor-in-Chief	attachment relating to MS #	requirements.docx	14.7 KB
Download	Roger Reviewer, MD (Reviewer 2)	attachment relating to MS #	screen shot.docx	674 KB

Configuration for Reviewers

- Role Manager -> Reviewer Role:
View Un-Blinded Reviews for Open Peer Review

Edit Role Definition

Role Name:*

Maximum Role name is 40 characters.

Check the functions that this role is permitted to perform.

General Permissions (Applicable to All Reviewer Pages)

- View Manuscript Number
- View Article Type
- View Article Title
- View Status Date
- View Current Status
- View Assigning Editor
- View Author Decision Letter
 - View Unblinded Version
 - View Blinded Version
- View Un-Blinded Reviews for Open Peer Review
- View Other Reviewer's Comments to Author

Open Peer Review Merge Fields

- Separate merge fields are available for open peer review:
 - **%OPEN_INDIVIDUAL_REVIEWER_COMMENTS_TO_AUTHOR%**
 - **%OPEN_LINKED_REVIEWER_COMMENTS_TO_AUTHOR%**
 - **%OPEN_LINKED_REVIEWER_COMMENTS_TO_EDITOR%**
 - **%OPEN_LINKED_REVIEWER_RESPONSES_AND_INDIVIDUAL_COMMENTS_TO_AUTHOR%**
 - **%OPEN_RESPONSES_AND_INDIVIDUAL_COMMENTS_TO_AUTHOR%**
 - **%OPEN_REVIEWER_COMMENTS_TO_AUTHOR%**
 - **%OPEN_REVIEWER_COMMENTS_TO_EDITOR%**
 - **%OPEN_REVIEWER_RESPONSES_AND_INDIVIDUAL_COMMENTS_TO_AUTHOR%**
 - **%OPEN_REVIEW_QUESTIONS_AND_RESPONSES%**
 - **%OPEN_ALL_RESPONSES_AND_INDIVIDUAL_COMMENTS_TO_AUTHOR%**

Transfer of Reviews

Transfer Feature in EM

- Review Information can be transferred from an EM journal to a non-EM journal
- Review Information can be transferred from one EM journal to another EM journal
- Reviewers are asked at time of review if information may be transferred

Transfer Authorization

1. If this submission is transferred to another publication, do we have your consent to include your identifying information?
2. If this submission is transferred to another publication, do we have your consent to include your review?

If yes to both of the above, a third question appears:

3. If this submission is transferred to another publication with "Open Peer Review", do we have your consent to publish your review in a pre-publication history?

Transfer Authorization

- Reviewers are shown Transfer Authorization questions (if configured)

Reviewer Recommendation and Comments for Manuscript Number DEMO-100-81

Open Peer Review - what's next on the horizon

Original Submission
Betsy Ross (Reviewer 1)

Recommendation Overall Manuscript Rating (1-100)

Transfer Authorization

[\[Instructions\]](#)

* If this submission is transferred to another publication, do we have your consent to include your identifying information?

Please Select Response Yes No

* If this submission is transferred to another publication, do we have your consent to include your review?

Please Select Response Yes No

* If this submission is transferred to another publication with "Open Peer Review", do we have your consent to publish your review in a pre-publication history?

Please Select Response Yes No

Transferred Submissions

- For EM-to-EM transfer, submission lands in the “Transferred Submissions” folder on receiving site
- [View Transferred Information](#) link

Transferred Submissions - Dmitri Khodjakov, Ph.D.			
<p>Contents: These submissions have been transferred from another publication. Please Use the "E" submission back to the Author to do so. After the PDF is built and approved, the submission will remain here pending other communications. When the submission is ready for the usual workflow, use the new submission. Use the up/down arrows to change the sort order.</p>			
Page: 1 of 1 (2 total submissions)			
Action ▲	Article Type ▲▼	Section/Category ▲▼	Article Title ▲▼
Details ▾ History View Transferred Information View Transferred Decision Letter File Inventory Edit Submission Send Back to Author Remove Submission Send E-mail			Duplicate Submission Check

"View Transferred Information" Page

Transferred Information for "Open Peer Review - what's next on the horizon"

Transferred from BH Demo 11.2

[Close](#) [Print](#)

[Only Show Transferred Reviews](#)

Original Submission

Daisey Duke (Corresponding Author)
[View Transferred Submission](#)
[View Transferred Decision Letter](#)

Reviewer 1

Betsy Ross

North Andover MA
 UNITED STATES
 trash402@ariessc.com

Recommendation: Major Revisions Needed
Overall Reviewer Manuscript Rating:
Date Reviewer Invited: 31 Dec 2014
Date Review Completed: 31 Dec 2014

Transfer Authorization Questions	Response
If this submission is transferred to another publication, do we have your consent to include your identifying information?	Yes
If this submission is transferred to another publication, do we have your consent to include your review?	Yes
If this submission is transferred to another publication with "Open Peer Review", do we have your consent to publish your review in a pre-publication history?	Yes

Custom Review Question(s)	Response
What is the Question?	
Please complete the phrase: "Round and round the mulberry bush..."	
On what date did you complete your review of this manuscript?	Wednesday, December 31, 2014
How much would you be willing to pay for a reprint of this manuscript?	None
Please detail any logical fallacies or misleading statistics used in this study.	1
Is this manuscript a candidate for fast-tracking?	3
Please rate the manuscript.	0
Are the conclusions valid from the data presented?	0
yes/no/text	0
another yes/no/text	0
minimum field length 25	a few words here about words

Reviewer Blind Comments to Author:
 I know that you can see these.

Reviewer Confidential Comments to Editor:

Reviewer 2

(This Reviewer declined to transfer identifying information.)

Recommendation: Major Revisions Needed
Overall Reviewer Manuscript Rating:
Date Reviewer Invited: 31 Dec 2014
Date Review Completed: 31 Dec 2014

Transfer Authorization Questions	Response
If this submission is transferred to another publication, do we have your consent to include your identifying information?	No
If this submission is transferred to another publication, do we have your consent to include your review?	Yes

Custom Review Question(s)	Response
What is the Question?	
Please complete the phrase: "Round and round the mulberry bush..."	
On what date did you complete your review of this manuscript?	Friday, December 26, 2014
How much would you be willing to pay for a reprint of this manuscript?	3.50000
Please detail any logical fallacies or misleading statistics used in this study.	None that I am aware of
Is this manuscript a candidate for fast-tracking?	0
Please rate the manuscript.	1
Are the conclusions valid from the data presented?	0
yes/no/text	0
another yes/no/text	0
minimum field length 25	There is a minimum here...

Reviewer Blind Comments to Author:
 These are additional comments

Reviewer Confidential Comments to Editor:

Reviewer 3

(This Reviewer declined to transfer identifying information.)

Date Reviewer Invited: 31 Dec 2014
Date Review Completed: 31 Dec 2014

Transfer Authorization Questions	Response
If this submission is transferred to another publication, do we have your consent to include your identifying information?	No
If this submission is transferred to another publication, do we have your consent to include your review?	No

[Close](#) [Print](#)

E Reviewer 1

Betsy Ross

North Andover MA
UNITED STATES
trash402@ariessc.com

Recommendation: Major Revisions Needed

Overall Reviewer Manuscript Rating:

Date Reviewer Invited: 31 Dec 2014

Date Review Completed: 31 Dec 2014

Transfer Authorization Questions

If this submission is transferred to another publication, do we have your consent to include your identifying information?

Response

Yes

If this submission is transferred to another publication, do we have your consent to include your review?

Yes

If this submission is transferred to another publication with "Open Peer Review", do we have your consent to publish your review in a pre-publication history?

Yes

Custom Review Question(s)

Response

What is the Question?

Please complete the phrase: "Round and round the mulberry bush..."

On what date did you complete your review of this manuscript?

Wednesday, December 31, 2014

How much would you be willing to pay for a reprint of this manuscript?

Please detail any logical fallacies or misleading statistics used in this study.

None

Is this manuscript a candidate for fast-tracking?

1

Please rate the manuscript.

3

Are the conclusions valid from the data presented?

0

yes/no/text

0

another yes/no/text

0

minimum field length 25

a few words here about words

Reviewer Blind Comments to Author:

I know that you can see these.

Reviewer Confidential Comments to Editor:

E Reviewer 2

(This Reviewer declined to transfer identifying information.)

Recommendation: Major Revisions Needed

Overall Reviewer Manuscript Rating:

Date Reviewer Invited: 31 Dec 2014

Date Review Completed: 31 Dec 2014

Transfer Authorization Questions

If this submission is transferred to another publication, do we have your consent to include your identifying information?

Response

No

If this submission is transferred to another publication, do we have your consent to include your review?

Yes

Custom Review Question(s)

Response

What is the Question?

Please complete the phrase: "Round and round the mulberry bush..."

On what date did you complete your review of this manuscript?

Friday, December 26, 2014

How much would you be willing to pay for a reprint of this manuscript?

3.50000

Please detail any logical fallacies or misleading statistics used in this study.

None that I am aware of

Is this manuscript a candidate for fast-tracking?

0

Please rate the manuscript.

Are the conclusions valid from the data presented?

1

yes/no/text

0

another yes/no/text

0

minimum field length 25

There is a minimum here...

Reviewer Blind Comments to Author:

These are additional comments

Reviewer Confidential Comments to Editor:

“View Transferred Information” Page

⊟ Reviewer 3

(This Reviewer declined to transfer identifying information.)

Date Reviewer Invited: 31 Dec 2014

Date Review Completed: 31 Dec 2014

Transfer Authorization Questions

Response

If this submission is transferred to another publication, do we have your consent to include your identifying information?

No

If this submission is transferred to another publication, do we have your consent to include your review?

No

Transfer of Reviews

- Displays popup of all transferred Reviews (by Revision) including:
 - Transfer Authorization Question responses
 - Review Dates (Invited and Completed)
 - Reviewer identity (with Reviewer's consent)
 - Recommendation term (with Reviewer's consent)
 - Overall Manuscript Rating (with Reviewer's consent)
 - Custom Review Questions (with Reviewer's consent)
 - Manuscript Rating Questions (with Reviewer's consent)
 - Reviewer comments to Author (with Reviewer's consent)
 - Reviewer comments to Editor (with Reviewer's consent)

Transfer of Reviews

- View Transferred Information link on receiving site displays
 - Transferred Submissions folder
 - View Reviews and Comments page
 - Details (Custom Layouts)
 - Editor's Decision and Comments page

Transfer of Reviews - Notes

- Transferred Reviews are **read only** in receiving journal
 - Reviewer records are not created for each transferred review / reviewer
- Not directly available to Author or Reviewers on receiving site, BUT
- Can be copy/pasted into letters
- Also, a %TRANSFERRED_REVIEWS% merge field can be included in the Transfer Letter deposited in receiving journal
- Lastly, review information from Journal A only goes from A to B, not on to C. Review information from B would go to C, but not to D, etc.

Reviewer Discussion Forums

Reviewer Discussions

- Expands existing Discussion Forum functionality to allow Reviewers and Editors to participate in discussion
 - Discussion automatically initiates when an Editor is assigned to handle a submission
 - Editor and Special Relationship Editor added to the discussion automatically
 - Reviewers are **added to the discussion** when they *agree to review*
 - Reviewers can only **participate in a discussion** after they *submit a review*

Reviewer Discussions

Discussion for Manuscript Number: DEMODK122-2016-00632

Amy Author
"Paper for Reviewer Discussion"

[Cancel](#) [Save and Close](#) [Conclude Discussion](#)

[Participant Summary](#) [View Submission](#) [View Reviews and Comments](#) [File Inventory](#) [Add/Edit Submission Flags](#) [Details](#)

Topic:

Discussion among reviewers

Comments:

[View/Print All](#)

[Post](#)

Participant	Comments	Date
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

[Add Participants](#)

Editor Participants

Editor Participant	Role	# Posts	Latest Post	Participant Status	View Reviews and Comments	Download Files	View Draft Decision Letter	
Claire Chief	Editor-in-Chief	0		Active	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Send E-mail
Dmitri Khodjakov, Ph.D.	Managing Editor	1	Jun 06 2016 09:10AM	Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Send E-mail

Reviewer Participants

Reviewer Participant	Role	# Posts	Latest Post	Participant Status	Reviewer Number	Complete Reviews Submitted for Versions	Status of Most Recent Review Assignment	
Randy Reviewer	Temporary Reviewer	0		Active	Reviewer 2	R0	R0: Review Complete	Send E-mail
Robert Reviewer	Temporary Reviewer	0		Active	Reviewer 1	R0	R0: Review Complete	Send E-mail
Rebecca Reviewer	Reviewer	0		Inactive	Reviewer 3		R0: Agreed to Review	-

[Cancel](#) [Save and Close](#) [Conclude Discussion](#)

Reviewer Discussions

- Reviewer discussion participants appear in separate section.

Reviewer Participants								
Reviewer Participant ▲▼	Role ▲▼	# Posts	Latest Post	Participant Status ▲▼	Reviewer Number ▲▼	Complete Reviews Submitted for Versions ▲▼	Status of Most Recent Review Assignment ▲▼	
Randy Reviewer ▾	Temporary Reviewer	1	Jun 06 2016 09:38AM	Active	Reviewer 2	R0	R0: Review Complete	Send E-mail
Robert Reviewer ▾	Temporary Reviewer	0		Active	Reviewer 1	R0	R0: Review Complete	Send E-mail
Rebecca Reviewer ▾ 😊	Reviewer	0		Inactive	Reviewer 3		R0: Partial Review Saved	-

Reviewer Discussions

- Initial comments are automatically available when a discussion is initiated.

Topic:
Discussion among reviewers

Comments:

[View/Print All](#)

Participant	Comments	Date
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

[Post](#)

[Add Participants](#)

Reviewer Discussions

- New reviewer comments will be displayed in the discussion

[View Reviewer Comments](#)

Topic: Discussion among reviewers

Comments:

Some comments on this manuscript.

Post

[View/Print All](#)

Participant ▲▼	Comments	Date ▲▼
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

Reviewer Discussions

- New reviewer comments will be displayed in the discussion

Topic: Discussion among reviewers

Comments: View/Print All

Participant ▲ ▼	Comments	Date ▲ ▼
Randy Reviewer (Reviewer 2)	Some comments on this manuscript.	Jun 06 2016 09:38AM
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

Reviewer Discussions

- Participants can be notified when a post has been made in a discussion

Re: Ms. No. DEMODK122-2016-00632
Paper for Reviewer Discussion

Dear Dr. Khodjakov,

A comment has been posted for the discussion you initiated.

The initial post was Please review the manuscript, and use this space to discuss among yourselves.

The new comment is:
Some comments on this manuscript.

Here is a deep link to the discussion: <http://demodk122.edmgr.com/l.asp?i=10370&l=6CHOBUD>

Thank you,

DK Demo 12.2

Reviewer Discussions

- The initiator can invite new editors to participate in the discussion.

Topic:
Discussion among reviewers

Comments:

[View/Print All](#)

Participant ▲▼	Comments	Date ▲▼
Randy Reviewer (Reviewer 2)	Some comments on this manuscript.	Jun 06 2016 09:38AM
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

[Post](#)

[Add Participants](#)

Reviewer Discussions

Add Participants to Discussion for Manuscript Number: DEMODK122-2016-00632 Amy Author "Paper for Reviewer Discussion"

Topic	Discussion among reviewers and editors
Comments	Please participate in a discussion about this paper. It is currently out for review, and the reviewers will be participating in the discussion as well.

Editor Candidates

Page: 1 of 2 (14 total candidates)

1 2 >> >|

Display 10 results per page.

Select	Editor Role	Editor Name	Current Assignments	View Reviews and Comments	Download Files(source and companion)	View Draft Decision Letter	# Classification Matches	Classification Matches	Available during next 30 days
<input type="checkbox"/>	Associate Editor	Ann Associate	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0		Yes
<input type="checkbox"/>	Associate Editor	DiscussionTest Editor	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0		Yes
<input type="checkbox"/>	Associate Editor	IJRS Reviewer	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0		Yes
<input type="checkbox"/>	Deputy Editor	Emily Editor	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0		Yes
<input type="checkbox"/>	Deputy Editor	Emily2 Editor2	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0		Yes
<input type="checkbox"/>	Deputy Editor	Emily3 Editor3	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0		Yes

Reviewer Discussions

- The initiator can manage editor participants' permissions.

Participant Summary View Submission View Reviews and Comments File Inventory
Add/Edit Submission Flags Details

Topic:
Discussion among reviewers

Comments: View/Print All

Participant	Comments	Date
Randy Reviewer (Reviewer 2)	Some comments on this manuscript.	Jun 06 2016 09:38AM
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

[Add Participants](#)

Editor Participants

Editor Participant	Role	# Posts	Latest Post	Participant Status	View Reviews and Comments	Download Files	View Draft Decision Letter	
Claire Chief	Editor-in-Chief	0		Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Send E-mail
Dmitri Khodjakov, Ph.D.	Managing Editor	1	Jun 06 2016 09:10AM	Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Send E-mail

Reviewer Experience

Reviewer Discussions: Reviewer Experience

- Reviewers are able to view discussions after submitting a review

Completed Reviewer Assignments for Randy Reviewer			
Page: 1 of 1 (3 total assignments)			
Action	My Reviewer Number	Manuscript Number	Article Type
Discussion View Reviewer Comments Send E-mail	2	DEMOK122-2016-00632	Original Study (demo)
Discussion View Reviewer Comments View Attachments Send E-mail	2	DEMOK122-2016-00629R1	Original Study (demo)
Discussion View Reviewer Comments View Decision Letter View Attachments Send E-mail	2	DEMOK122-2016-00629	Original Study (demo)
Page: 1 of 1 (3 total assignments)			

Reviewer Discussions: Reviewer Experience

Discussion for Manuscript Number: DEMODK122-2016-00632 "Paper for Reviewer Discussion"

Close

[View Reviewer Comments](#)

Topic: Discussion among reviewers

Comments:

Post

[View/Print All](#)

Participant ▲ ▼	Comments	Date ▲ ▼
Randy Reviewer (Reviewer 2)	Some comments on this manuscript.	Jun 06 2016 09:38AM
Dmitri Khodjakov, Ph.D.	Please review the manuscript, and use this space to discuss among (more...)	Jun 06 2016 09:10AM

Close

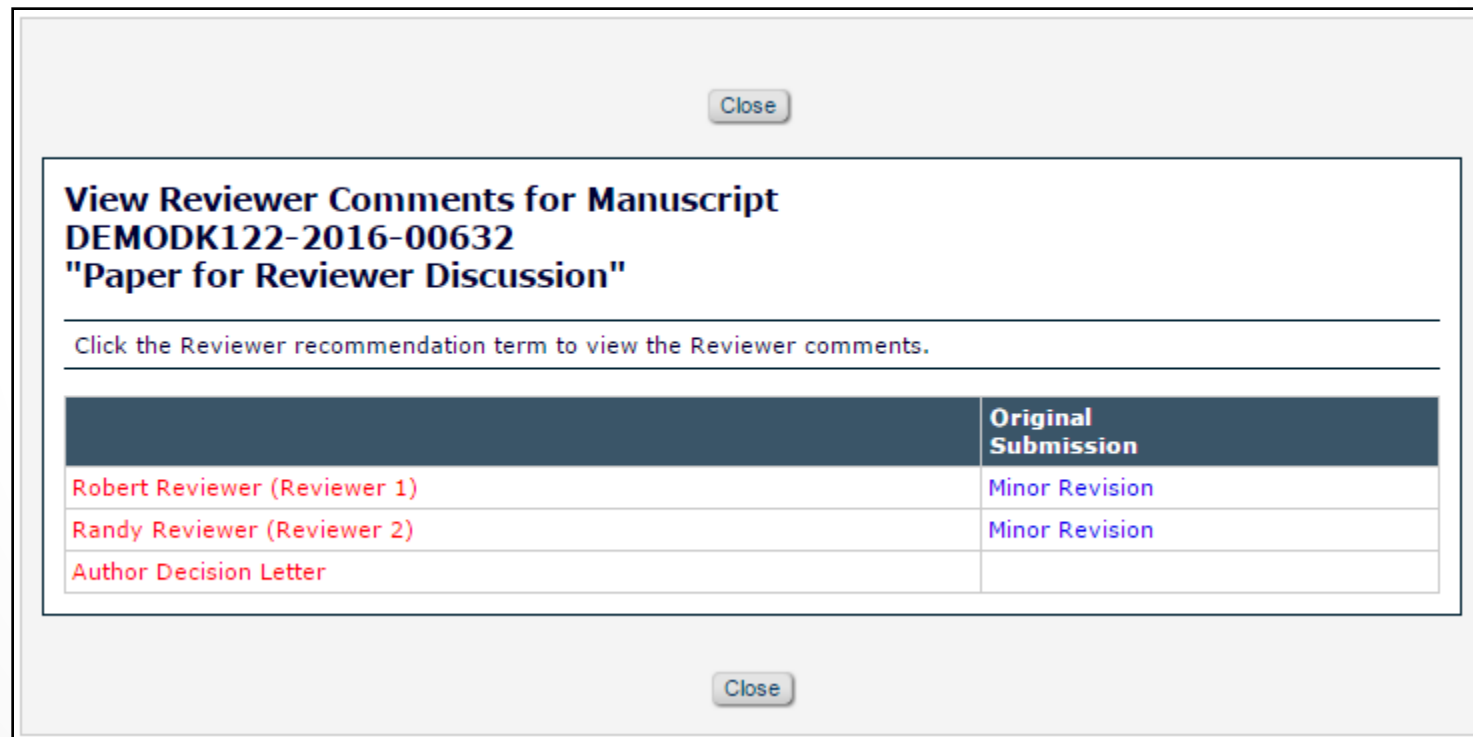
Reviewer Discussions: Reviewer Experience

- Reviewers can view reviewer comments from the discussion forum window



Reviewer Discussions: Reviewer Experience

- Reviewers with appropriate permission can view other reviewers' names and comments in the discussion forum



Close

**View Reviewer Comments for Manuscript
DEMODK122-2016-00632
"Paper for Reviewer Discussion"**

Click the Reviewer recommendation term to view the Reviewer comments.

	Original Submission
Robert Reviewer (Reviewer 1)	Minor Revision
Randy Reviewer (Reviewer 2)	Minor Revision
Author Decision Letter	

Close

Reviewer Discussions: Reviewer Experience

- If a revise decision is made, reviewers can continue to view the discussion after agreeing to view the revision.

Pending Reviewer Assignments for Robert Reviewer			
Page: 1 of 1 (2 total assignments)			
Action ▲	My Reviewer Number ▲▼	Manuscript Number ▲▼	Article Type ▲▼
View Submission Submit Recommendation Send E-mail	1	DEMOK122-2016-00631	Original Study (demo)
View Submission View Attachments Discussion View Reviewer Comments View Decision Letter Submit Recommendation Send E-mail	3	DEMOK122-2016-00629R1	Original Study (demo)

Page: 1 of 1 (2 total assignments)

Configuration

Configuration

- Policy Manager -> Configure Discussion Topic Templates

PolicyManager Main Menu

[Expand All](#) [Collapse All](#)

- ⊕ Registration and Login Policies
- ⊕ Status Policies
- ⊕ Submission Policies
- ⊕ Questionnaire Policies
- ⊕ Additional Data Policies
- ⊕ Editor Assignment Policies
- ⊕ Reviewer and Editor Form Policies
- ⊕ E-mail and Letter Policies
- ⊕ General Policies
- ⊖ Discussion Forums
 - [Configure Discussion Forum Settings](#)
 - [Configure Discussion Topic Templates](#)
 - [Configure Automatic Discussion Initiation](#)
- ⊕ Linked Submissions Policies
- ⊕ Conference Submission Policies
- ⊕ Transmittal Policies
- ⊕  ProduXion Manager

Configuration

- Select “Reviewer Consultation” as a template type

Add Discussion Topic Template

There are two types of discussions: Editor Consultation and Reviewer Consultation. The set of configuration options differs slightly for the two types. ([more...](#))

Discussion Topic Template Type: Reviewer Consultation ▼
Editor Consultation
Reviewer Consultation [Open Special Character Palette](#)

Discussion Topic Template Name	Reviewer Discussion
'Initiate Discussion' Page Custom Instructions	
Topic	Reviewer and Editor Discussion Forum <input type="checkbox"/> Allow user to modify Topic name when initiating a discussion
Initial Comments	Please review the manuscript and use this space to discuss among yourselves. <input type="checkbox"/> Allow user to modify Initial Comments when initiating a discussion

Configuration

- Select template name, topic, and initial comments

Discussion Topic Template Type	Reviewer Consultation ▼	Open Special Character Palette
Discussion Topic Template Name	Reviewer Consultation	
<i>'Initiate Discussion' Page Custom Instructions</i>		
Topic	Discussion among reviewers	
	<input type="checkbox"/> Allow user to modify Topic name when initiating a discussion	
Initial Comments	Please review the manuscript, and use this space to discuss among yourselves.	
	<input type="checkbox"/> Allow user to modify Initial Comments when initiating a discussion	
Default Editor Participant		

Configuration

- Select notifications for reviewers to receive

Editor Discussion Letters	<p>Select the Letter to send asking Editors to participate:</p> <p>Discussion Forum Invitation ▼</p> <hr/> <p>Select the notification letter to send to Editors when comments are posted:</p> <p>Discussion Forum Notification ▼</p> <p><input type="radio"/> Notify discussion initiator only</p> <p><input checked="" type="radio"/> Notify all active Editor participants</p>
Reviewer Discussion Letters	<p>Select the Letter to send asking Reviewers to participate:</p> <p>Discussion Forum Invitation ▼</p> <hr/> <p>Select the notification letter to send to Reviewers when comments are posted.</p> <p>Discussion Forum Notification ▼</p>

Hide When you **Hide** a Discussion Topic Template, it will no longer be available for selection on the Initiate Discussion page.

Configuration

- Policy Manager -> Configure Automatic Discussion Initiation

PolicyManager Main Menu

[Expand All](#) [Collapse All](#)

- ⊕ Registration and Login Policies
- ⊕ Status Policies
- ⊕ Submission Policies
- ⊕ Questionnaire Policies
- ⊕ Additional Data Policies
- ⊕ Editor Assignment Policies
- ⊕ Reviewer and Editor Form Policies
- ⊕ E-mail and Letter Policies
- ⊕ General Policies
- ⊖ Discussion Forums
 - [Configure Discussion Forum Settings](#)
 - [Configure Discussion Topic Templates](#)
 - [Configure Automatic Discussion Initiation](#)
- ⊕ Linked Submissions Policies
- ⊕ Conference Submission Policies
- ⊕ Transmittal Policies
- ⊕  ProDuXion Manager

Configuration

- Select template to use for automatic discussion initiation

Configure Automatic Discussion Initiation

In the grid below, for each Article Type, you may specify the types of discussions to be opened automatically for a submission based on a Discussion Trigger. [\(more...\)](#)

Article Type	Discussion Trigger	Editor Agrees to Assignment	First Editor Confirmed
Original Study (demo)		<input type="checkbox"/> Initiate Editor Consultation Discussion Automatically Editor Roles: Select All Clear All Associate Editor Deputy Editor Editor-in-Chief Invited Editor Editor Consultation Topic Templates: Please Choose a Topic Template	<input checked="" type="checkbox"/> Initiate Reviewer Consultation Discussion Automatically Reviewer Consultation Topic Templates: Reviewer Consultation

Configuration

- Policy Manager -> Configure Discussion Forum Settings

PolicyManager Main Menu

[Expand All](#) [Collapse All](#)

- ⊕ **Registration and Login Policies**
- ⊕ **Status Policies**
- ⊕ **Submission Policies**
- ⊕ **Questionnaire Policies**
- ⊕ **Additional Data Policies**
- ⊕ **Editor Assignment Policies**
- ⊕ **Reviewer and Editor Form Policies**
- ⊕ **E-mail and Letter Policies**
- ⊕ **General Policies**
- ⊖ **Discussion Forums**
 - [Configure Discussion Forum Settings](#)
 - [Configure Discussion Topic Templates](#)
 - [Configure Automatic Discussion Initiation](#)
- ⊕ **Linked Submissions Policies**
- ⊕ **Conference Submission Policies**
- ⊕ **Transmittal Policies**
- ⊕ **ProduXion Manager**

Configuration

- Custom instructions can be configured for editors and reviewers

Configure Discussion Forum Settings

Custom Instructions

[Open Special Character Palette](#)

Enter any instructions that you would like to appear on the Editor version of the Discussion page.

`Custom instructions for editors`

Enter any instructions that you would like to appear on the Reviewer version of the Discussion page.

`Custom instructions for reviewers`

Deep Link Expirations

Please specify how long the Discussion Deep Links (%DISCUSSION_DEEP_LINK% and %REVIEWER_DISCUSSION_DEEP_LINK%) remain active. To keep the links active indefinitely, do not check any of the boxes. If all boxes are checked, each link expires when the first criterion is met.

Expire link after clicks

Expire link after days

Expire when discussion is concluded

Configuration

- Role Manager -> Reviewer -> General Permissions
- Allow reviewer to view other reviewers' comments

General Permissions (Applicable to All Reviewer Pages)

- View Manuscript Number
- View Article Type
- View Article Title
- View Status Date
- View Current Status
- View Assigning Editor
- View Author Decision Letter
 - View Unblinded Version
 - View Blinded Version
- View Un-Blinded Reviews for Open Peer Review
- View Other Reviewer's Comments to Author
- View Other Reviewer's Comments to Editor
- View Author's Response to Reviewer Comments
- View Reviewer's Own Review History
- Send Ad Hoc E-mail
- Search Similar Articles in MEDLINE
- Search Author Publications in MEDLINE

Configuration

- Policy Manager -> Create Review Forms.
- Control which reviewer questions are visible to other reviewers

Edit Review Form

Review Form Name:

Hide - When you **Hide** a Reviewer Form, the form will be deactivated (not available for use with any Article Types).

Portion of Page Omitted

Custom Review Questions

Select Questions

Order	Question	Required for Submission	Visible to Other Reviewers	Visible to Author	Actions
<input type="checkbox"/> 1	Would you consider yourself an expert on the topic covered in this manuscript?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove
<input type="checkbox"/> 2	Does the evidence presented support the thesis?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove
<input type="checkbox"/> 3	Do you have any financial conflicts of interest in relation to the topics covered in this paper?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove
<input type="checkbox"/> 4	Summarize the main thesis in one sentence.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove
<input type="checkbox"/> 5	Confidential Comments to Editor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove

Questions?