Editorial Manager/ProduXion Manager
Version 16.1 Release Notification – Supplement (January 2021)

em Editorial Manager®

pm ProduXion Manager®

cm Commerce Manager

tm Task Manager

CONFIDENTIAL AND PROPRIETARY
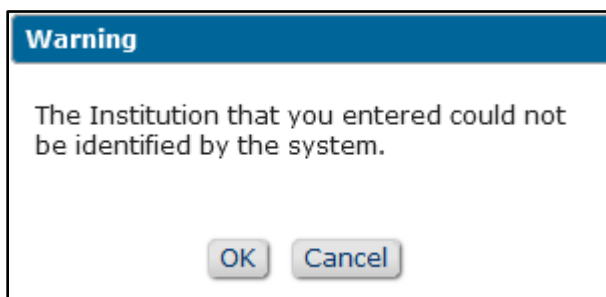
General Enhancements

Institution Field Validation Enhancement

Editorial Manager's Institution Name Normalization feature ensures a more standardized record of user affiliations. As a user begins to type the name of an institution, an auto-complete tool shows suggested matches from an authoritative, standard list of institutions, all with Ringgold IDs. Several features in EM rely on an exact match of a user's institutional data to a Ringgold ID stored in the system. Previously, when a user entered text in the Institution field and did not select, the entry was accepted even if it could not be resolved to a matching Ringgold ID by the system.

New in EM 17.0, when the Institution Name Normalization feature is enabled and a user enters a name in the Institution field, the system will validate the entered name to see if it corresponds to a Ringgold ID.

EM will alert the user if the name does not correspond to a stored Ringgold ID to encourage selection of an institution from the picklist. A warning pop-up window will display, saying, "The Institution that you entered could not be identified by the system." The user may click the OK button to proceed or the Cancel button to stay on the page and make corrections to the entered institutional data.

Notification to user when a name entered in the Institution field does not match a stored Ringgold ID.

Submitting an unverified, non-Ringgold institution may have undesirable consequences for users. For example, an Author whose institution cannot be resolved with a qualifying Ringgold ID may not be recognized as eligible for discounted or waived article processing fees. In addition, Identity Confidence Check scores may be affected for users who have entered an institution without a Ringgold ID.

Note: This Ringgold validation is not applied for Secondary Institution or Department fields.

TO CONFIGURE:

Institution Name Normalization (an existing feature) must be enabled. Go to **PolicyManager** > General Policies > Enable Institution Name Normalization. Check the box to enable.

No additional configuration is required.