

Welcome to EEMUG 2018

em

cm

pm

Overview of 14.1, 15.0 & Beyond

New Features and Functions

Tony Alves, Director of Product Management

Version 14.1

Beta to begin September/October 2017

Upgrades December 2017/January 2018

Email Auto-fill

Editors have the ability to enter email addresses on some Ad Hoc letters sent from the system. It is never easy to remember everyone's email addresses. It would be useful if the system would remember the email addresses that an Editor most frequently uses.

SOLUTION: A personalized email picklist will be added to Ad Hoc from Editor letters when those letter templates are configured to allow free-form email entry.

Email Auto-fill

Customize Letter - Testing Auto Suggest Email Addresses

Type any desired text into the 'Letter Body' area. Click 'Open in New Window' if you need extra space to enter your letter. To send the e-mail, click the 'Preview and Send' button, proofread the letter and click the 'Send' button on that page. Note: Any text bounded by % signs is a 'merge field' which will be populated with the appropriate information when the letter is sent.

Cancel

Preview and Send

From: "William Penney" <trash1@ariessc.com>

To:

w

X

wgpenney@gmail.com

wgpenney@live.com

William Landry <wlandry@zzz.com>

William Penney <wpenney@ariessc.com>

ed by a semicolon

opped by typing their e-mail addresses into the blank box next to
addresses can be included, separated by semicolons (;).

Letter Subject:

cc:

Attachments:

Add/Change Attachments

Letter Body:

[Insert Special Character](#) | [Add Formatting](#)

[Open in New Window](#)

Email Auto-fill

Each Editor will have a personalized list that is built over time. Email addresses used most frequently will appear at the top of the list.

The system will remember emails that are used previously and offer those emails during the auto-fill process.

Auto-complete technology will be used to automatically display email addresses as the Editor types into the email entry box.

Email addresses do not have to be tied to People Records, but if they are, then the system will also add the first and last names to the entry in the picklist.

Revision Due Dates

When an Editor requests 'Minor Revisions' on a paper, there is an expectation that the Author will need less time to revise the paper than when an Editor requests 'Major Revisions'. Currently, all revisions share the same timeframe for determining due date.

SOLUTION: The existing 'Number of days Author has to Revise Submission' setting on the Edit Article Type page will be split into separate settings for each decision term in the Revise decision family.

Revision Due Dates

Author Parameters	First Revision	Subsequent Revisions
Number of days Author has to Revise Submission:	30	15
<input type="radio"/> Same for all Revision Decisions		
<input checked="" type="radio"/> By Revision Decision Term	All Revisions	
Major Revision	0	
Minor Revision	0	
Inappropriate Format	0	
Convert to Brief Report	0	

Flags for Submission Questions

It is sometimes useful to have quick visibility to an Author's response to a Submission Question. For example, an Author might indicate that a paper would benefit from bio stat review, or an Author has indicated some sort of special handling or consideration offered by the publication in the questionnaire.

SOLUTION: Flags can be associated with particular responses to custom questions. If a user selects a response that has a flag associated with it, the system automatically turns on the flag.

Flags for Submission Questions

Question text:
Custom Question with Response Type of List

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 **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.

Display Order	Default Value	Value	Description	Flag		
	<input checked="" type="radio"/>	Please select a response			Associate with Flag	
<input type="text" value="1"/>	<input type="radio"/>	Option 1	No Flag		Associate with Flag	Remove Edit
<input type="text" value="2"/>	<input type="radio"/>	Option 2	Flag	!	Remove Flag	Remove Edit
<input type="text" value="3"/>	<input type="radio"/>	Option 3	Different Flag	?	Remove Flag	Remove Edit
<input type="text" value="4"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>			

If user selects:

Flags for Submission Questions

Technical Check for DEMO140-D-17-00006

Full Title !

Original Submission

- [View Submission](#)
- [Technical Check History](#)
- [Duplicate Submission Check \(40%\)](#)
- [Bibliometric Intelligence Results \(X\)](#)

These are customizable TechCheck instructions.



Technical Check Incomplete
 Technical Check Complete

[Cancel](#) [Send Back to Author](#) [Bibliometric Intelligence: Author/Edit](#)

Technical Comments to Author

Additional Information

Questionnaire Responses

- Question with Response Associated with Flag
Response with a flag !
- Question with no Associated Flag
Answer with no flag
- Question with an Associated Flag (Flag was manually set)
Response has no flag associated
- Question answered by Editor editing submission
Response - flag is set 
- List Question Associated with Flag
Option 2 - Flag 

Questionnaire Responses (Amy Author, Corresponding Author)

- Question with associated flag, but on Author Questionnaire.
Response - no flag set
- Question with no associated flag, and also on Author Questionnaire.
Response - no flag set

Custom Question Editing Shortcuts

Currently, publications must create new custom questions from scratch, copying and pasting text from an existing question into the new question's configuration page and configuring any follow-on questions (if desired), which is time-consuming and error-prone.

SOLUTION: A new custom question can be created by copying and modifying the copy of an existing question, including all follow-on questions.

Custom Question Editing Shortcuts

Currently, custom questions can only be hidden if they are NOT associated with any questionnaires.

However, publications would like to make modifications to questionnaires that are in use without having to create entirely new questionnaires.

SOLUTION: Creating a new questionnaire is no longer required. Individual custom questions that are associated with one or more questionnaires can now be hidden.

Copy and Hide Custom Questions

Create Custom Questions

Listed below are the customized questions which may be displayed as part of a Questionnaire. Each question may also be configured to display in additional locations (e.g. PDF Cover Page, Manuscript Details, and Transmittal Form). ([more...](#))

Add Question

Filter By:

- All
- All
- Active
- Hidden

Actions	Description	Custom Metadata IDs	Associated with Flags	Questions
Edit Copy Hide	Ethical Testing Guidelines Please confirm that your test procedures complied with our <i>ethical testing guidelines</i> .	ethics_v2		Submission Questionnaire
Edit Copy Hide	Figure Guidelines Please confirm that your figures comply with our <i>image guidelines</i> .	figure_guidelines_v2		Submission Questionnaire
Edit Copy Hide	§ Please make a payment selection: (multi-level question) * typeset	payment_1_v3 payment_2_v3 payment_3_v3	! Payment 1 Flag ? Payment 2 Flag ■ Payment 3 Flag	Submission Questionnaire
Edit Copy Hide Remove	Financial Disclosure Please describe all sources of funding that have supported your work. This information is required for submission and will be published with your article, should it be accepted. Include grant numbers and the URLs of any funder's website.	financial_disclosure_v2		Submission (AGH)
Edit Copy Hide	U.S. Government Employee Are you or any of the contributing authors an employee of the United States government?	gov_employee	☎ Government Employee	LONG Questionnaire Name to see

Custom IDs for Submission Items

EM/PM Custom Metadata ID functionality is useful for matching non-standard types of data when importing, ingesting, transferring, exporting or transmitting from one publication to another, or to a third party system.

But remembering all those IDs is a major hassle!!!

SOLUTION: Build predefined lists of Custom Metadata IDs so that the user can select the ID, rather than type the ID.

Note: there are five functions that use Custom Metadata IDs:

- Additional Manuscript Details (AMDs)
- Additional Schedule Group Details
- Custom Questions
- Article Types
- Submission Items **NEW**

Custom IDs for Submission Items

Re-Order by ID

Filter By:

- All Types
- Additional Manuscript Detail
- Additional Schedule Group Detail
- Article Type
- Custom Question
- Submission Item Type

Current Custom Metadata ID List +

...	...	Article_Type_1	Article Type
...	...	FundingAMD	Additional Manuscript Detail
...	...	cmi_at_co-author_testing_v1	Article Type
...	...	CQ_CMI_Annet_Question	Custom Question
...	...	SGD_001	Additional Schedule Group Detail
...	...	Edited_MS_001 Copyedited Manuscript	Submission Item Type
...	...	Figure_final Edited Figures	Submission Item Type

+ Add Another Custom Metadata ID

Custom IDs for Submission Items

Submission Item Custom IDs can be used in the following:

- EM-to-EM transfer (for cascading workflows)
- JATS Manuscript Import into Editorial Manager (non-EM to EM, for cascading workflows)
- JATS Manuscript Import into ProduXion Manager (non-EM to PM)
- EM Ingest Import Method for ingesting from MSPs, Portals, Preprint Servers
- The new API for sending information to MSPs and Author Portals

Repository Embargo Date Configuration

The NIH Manuscript Submission System supports deposit of full-text manuscripts to PubMed Central (PMC) in support of NIH Public Access.

When a manuscript is sent to PMC, the repository needs to know when it will be available to the public. This is called an *embargo*.

Sometimes funders mandate a limit to an embargo period to indicate that the research they fund must be available to the public sooner than a publisher's standard embargo period.

Repository Embargo Date Configuration

Currently, the NIHMS-PubMed Central Deposit production task transmittal method uses the standard 12-month embargo period, and this value cannot be changed by the publication.

However, research funders and research institutions have been imposing many different embargo periods, so there needs to be flexibility when transmitting embargo information to PMC.

SOLUTION: A new configuration will allow the user to set different embargo periods when setting up an NIHMS-PubMed Central Deposit production task.

Repository Embargo Date Configuration

FTP Options

Submission Production Task Transmittal Method:

NIHMS-PubMed Central Deposit

- Allow task assignment and FTP without Assignment Files
- Include Aries Import XML file in transmittal
- FTP task without go.xml file
- Use Manuscript Number for file names

FTP Server address
(e.g. ftp.ariessys.com):

ARTEMIS Task Name:

Username

developer.ariessc.com

NIHMS Embargo Period Rule: Twelve Month Embargo

- None
- Three Month Embargo
- Six Month Embargo
- Twelve Month Embargo

Current NIHMS Embargo Period Rule List

+ Add NIHMS Embargo Period Rule

-   **Three Month Embargo**
3 Months
-   **Six Month Embargo**
6 Months
-   **Twelve Month Embargo**
12 Months

+ Add NIHMS Embargo Period Rule

Repository Embargo Date Configuration

Task For Manuscript Number: **SALLYDEV130-D-16-00072, DOI: Sally/SALLY**
Lucy Brown (UNITED STATES): "A test for a book chapter with Custo
submission 5/18/16"

Select the production task you wish to assign. The task will appear in the list of people who can be assigned to this task.

Schedule Group:
Production Task:

- Please Choose a Production Task
- Copy Edit
- Edit Graphics
- Composition
- Author Proof
- Final Files to Print
- Final Files to Online Posting
- Final Charge to Author
- Trigger Publication Charges Due
- 14.0-06 Submission Task Transmittal
- NIHMS Deposit**

Task Number: **SALLYDEV140-D-17-00007, DOI: Sally/SALLY**
(UNITED STATES): "A test for a book chapter with Custo

Cancel Assign Task and Send Letter Assign Task without Sending Letter

Schedule Group: 14.0-06 Book
Production Task: NIHMS Deposit
Task Assigned to: Please Choose a Person
NIHMS Embargo Period Rule: Twelve Month Embargo
Due Date: None required (this is a Milestone Task)
Assignment Letter:
From: "Prod Manager" <trash1@ariessc.com>
To:
Letter Purpose: Production Task Assigned
Letter Subject: Please Complete %PRODTASK% for SALLYDEV140-D-17-00007

Transferred Submission Refinement

Cascading workflows are strategically important for publishers, as they provide a mechanism to keep good articles within a publisher's family of publications.

Currently, Transferred Submissions are delivered to the *Transferred Submissions* folder on the receiving publication's EM site.

Some publications prefer to have the submission go back to the *Author's Main Menu*, where the Author can provide additional data and files, before the editorial staff has to work with the submission.

A new feature allows all submissions, sent to a publication via Transfer, to first land in the *Author's Main Menu*, where that Author can provide any additional data and files required by the publication.

Transferred Submission Refinement

A new feature allows all transferred submissions to first land in the Author's **Main Menu**, where that Author can provide any additional data and files required by the publication.

Configure Cross-Publication Submission Transfer

Cancel

Submit

Confirming submission transfer relationships is the responsibility of the publications involved.

Please select the box(es) below to enable the transfer of submissions to or from other Editorial Manager sites. You may also designate non-Editorial Manager publications as target sites for submissions transferred from your site. Please enter e-mail addresses to receive notification when a transferred submission is received or in the case of a transfer error.

- You may add other Editorial Manager publications that are not in a People Sharing Group, in the "Other Editorial Manager Publications" section. Please enter a publication's Editorial Manager acronym and click the "Add" button. Any publication to which you would like to transfer submissions must confirm this relationship by entering your publication's acronym on its site.
- You may also configure non-Editorial Manager publications as recipients of transferred submissions in the "Target Non-Editorial Manager" section.

Please click on the "Submit" button to save your changes.

Configure Automatic 'Send Back to Author' for Transferred Submissions

Select the checkbox below to automatically send submissions that are transferred from another publication to the Author's 'Submissions Sent Back to Author' folder. If the checkbox is not selected, submissions received from another publication will be sent to the 'Transferred Submissions' folder.

Transferred submissions received by this publication are automatically sent back to the Author

Configure Transfer Time Limit

If your publication has configured a Decision Term in the "Reject and Transfer" Decision Family, you may define a transfer time limit during which the Author can agree or decline to transfer a submission to one of the target sites configured below. If the

New Submission Interface

Authors Only

*LiXuid Manuscript*TM

- Automatic extraction of title, abstract, authors and affiliations from MS Word file
- No Word template needed – heuristic analysis
- Improved author submission experience
- Compatible with downstream JATS XML
- Precursor to full manuscript conversion, with WYSIWYG editing of XML – true “XML First”
- Faster time-to-market, substantial production cost reduction

LiXuid Manuscript™



HOME • LOGOUT • HELP • REGISTER • UPDATE MY INFORMATION • JOURNAL OVERVIEW
MAIN MENU • CONTACT US • SUBMIT A MANUSCRIPT • INSTRUCTIONS FOR AUTHORS

Role: Author

Username: mdinat

Important Message: Site under development. Do not use for live manuscript submission.



Article Type
Selection



Attach Files



Manuscript
Data

*Choose the Article Type
of your submission
from the drop-down
menu.*


Select Article Type

None

Proceed



LiXuid Manuscript™



em Editorial Manager™

HOME • LOGOUT • HELP • REGISTER • UPDATE MY INFORMATION • JOURNAL OVERVIEW
MAIN MENU • CONTACT US • SUBMIT A MANUSCRIPT • INSTRUCTIONS FOR AUTHORS


Role: Author Username: mdinat

Important Message: Site under development. Do not use for live manuscript submission.

Article Type Selection **Attach Files** General Information Reviewer Preference Author Form Comments Manuscript Data

[Insert Special Character](#)

A Research Article is requested.
Please provide your manuscript file now.

OR  Drag & Drop Files Here

LiXuid Manuscript™



[Insert Special Character](#)

When possible the requested information will be populated with information collected from your uploaded submission file.

Steps requiring review will be marked with a warning icon. Please review these fields to be sure we found the correct information and fill in any missing details


Title


Full Title (required) Limit 50 words

Average airspeed velocity of an unladen swallow: African v. European

Short Title (required) Limit 250 characters

[Next](#)

+ Abstract 

+ Authors 

+ Funding Information

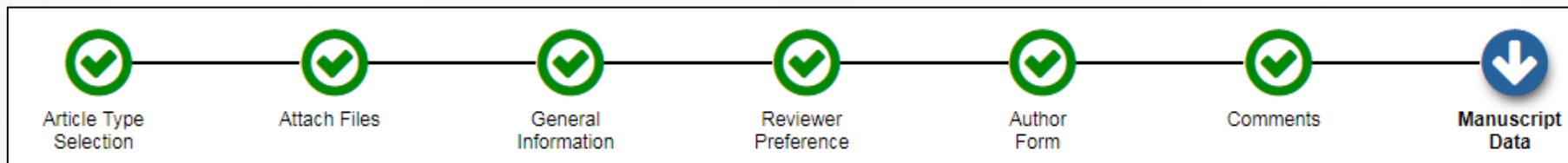
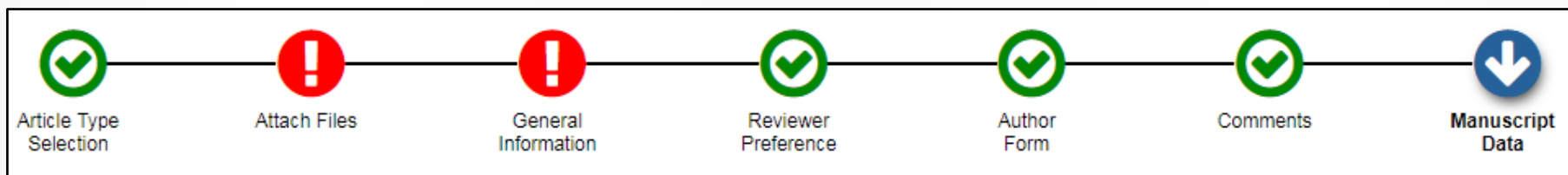
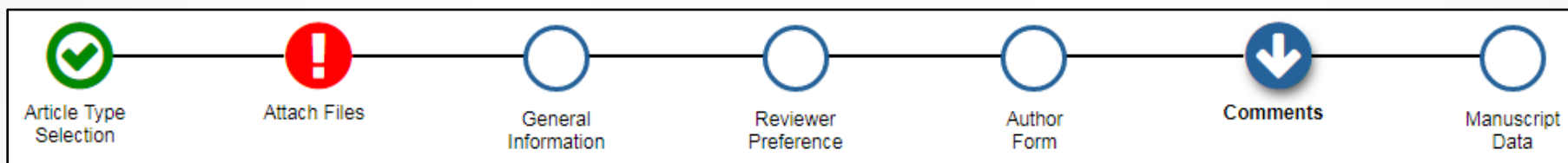
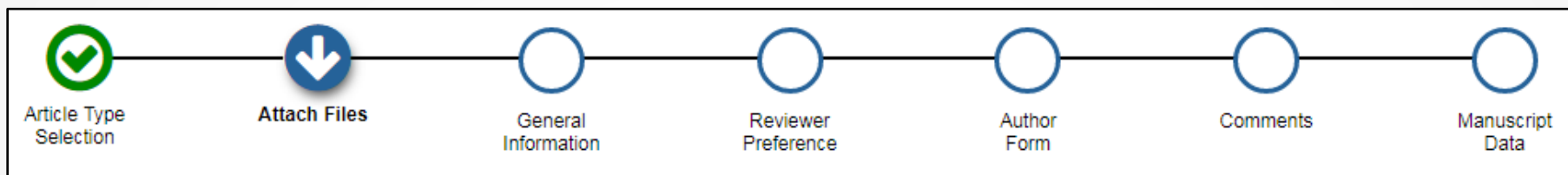
+ Request Waiver

[Back](#)

[Save & Submit Later](#)

[Build PDF for My Approval](#)

LiXuid Manuscript™



New Submission Interface - Revisions

Authors Only

New Abstract Found

Editorial Manager has identified a new Abstract in your uploaded manuscript file. Please review the new and existing values below. Click the 'Use New Abstract' button to update the Abstract value or click the 'Use Existing Abstract' button to retain the previously entered value. You will be able to manually edit the selected value if necessary.

Use Existing Abstract

Use New Abstract

Trypanosoma cruzi is the protozoan parasite causing American trypanosomiasis or Chagas disease, a tant merica. / and high ion is a drug into its ne-wide

Trypanosoma cruzi is the protozoan parasite causing American trypanosomiasis or Chagas disease, a neglected parasitosis with important human health impact in Latin America. Current therapy has low efficacy and high toxicity. Since parasite proliferation is a fundamental target for rational drug design, we sought to progress into its understanding applying a genome-wide approach. Treating a TcI lineage strain with hydroxyurea, we isolated epimastigotes in late G1, S and G2/M cell cycle stages at 70% purity. The sequencing of each phase, identified 305 stage specific

New Full Title Found

Editorial Manager has identified a new Submission Full Title value in your uploaded manuscript file. Please review the new and existing values below. Click the 'Use New Title' button to update the Full Title value or click the 'Use Existing Title' button to retain the previously entered value. You will be able to manually edit the selected value if necessary.

Use Existing Title

Use New Title

Breaking the ritual metabolic cycle in order to save acetyl CoA

Breaking the ritual metabolic cycle in order to save acetyl CoA: a potential role for mitochondrial humanin in T2 bladder cancer aggressiveness






LiXuid Manuscript™

Please Add, Edit, or Remove Authors

Enter the names of anyone who contributed to your manuscript by manuscript will automatically be designated as the corresponding author. Arrows to the left of the names to move them up or down in order of top of the list.

****Note:** If you designate another author as the Corresponding Author of your manuscript to that author's account after you attach the files and a PDF has been built and/or submitted will go to that author. The manuscript will be managed from the new Corresponding Author's account.

Current Author List

☰		Mr. Biff Tannen [Corresponding Author] [First Author] <i>Department of Swirlies, Bully University, Jacksonville, FL</i>
☰	 	James Newell Osterberg, MD <i>Faculty of Sciences, University of Yaoundé I, P.O. Box 337, Yaoundé, Cameroon. Laboratoire de Recherche sur le Paludisme, Organisation de Coordination pour la lutte Contre les Malaria en Afrique Centrale (OCEAC), P.O. Box 288, Yaoundé, Cameroon</i>
☰	 	Dr. Neil deGrasse Tyson, PhD <i>The University of Maryland, College Park, Prince George's County, Maryland American Museum of Natural History (AMNH), Upper West Side of Manhattan, New York City, NY Department of Astrophysical Sciences, Princeton University, Princeton, New Jersey</i>

+ Add Another Author

Possible New Authors Identified

Editorial Manager has identified at least one possible new Author in your submission file. Please select the Author(s) from the list below and click 'Confirm' to add them to the Author List. You will be able to manually edit the selected Authors if necessary.

Confirm

Select All | Clear All

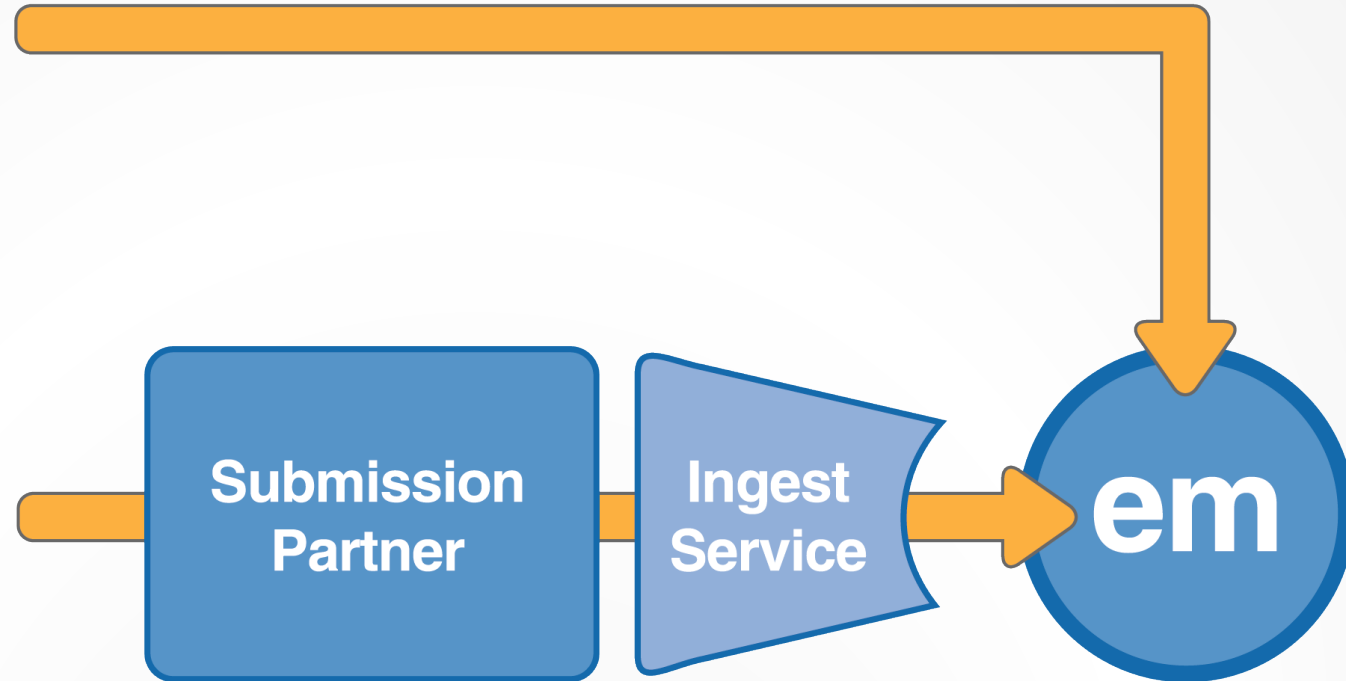
- Mr. Biff Tannen**, *Department of Swirlies, Bully University, Jacksonville, FL*
- James Newell Osterberg, MD**, *Faculty of Sciences, University of Yaoundé I, P.O. Box 337, Yaoundé, Cameroon. Laboratoire de Recherche sur le Paludisme, Organisation de Coordination pour la lutte Contre les Malaria en Afrique Centrale (OCEAC), P.O. Box 288, Yaoundé, Cameroon*
- Mike Burns**, *Marist College*
- Tom Jones**
- Neal Tyson, MD**
- Jim Osterberg**, *University of Miami*
- Dr. Neil deGrasse Tyson, PhD**, *The University of Maryland, College Park, Prince George's County, Maryland, American Museum of Natural History (AMNH), Upper West Side of Manhattan, New York City, NY, Department of Astrophysical Sciences, Princeton University, Princeton, New Jersey*

Select All | Clear All

Confirm

Ingest – How does it work?

OPTION 1
Author submits
directly to journal



OPTION 2
Author submits via
a Submission Partner

Examples:

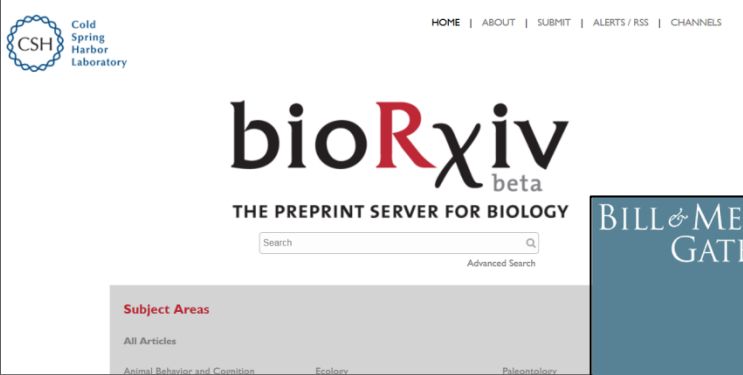
- Language editing service
- Pre-peer review service
- Journal selection service
- Publisher branded portal
- Collaborative authoring tool

Files &
JATS XML

Who are “submission partners”

- Language editing services
- Collaborative authoring tools
- Journal selectors
- Pre-review services
- QA services
- Publisher portals
- ‘Simple’ submissions systems
- Preprint servers and services

Ingest Partners



BILL & MELINDA GATES foundation

CHRONOS

Chronos is a new service co-developed by the Bill & Melinda Gates Foundation for its grantees and employees. Chronos will help simplify and manage the process of publishing under the Gates Foundation's [Open Access Policy](#) terms.

Watch the Chronos Introduction Video [here](#).



Ingest – Current Functions

- Submission Partners prepare data in JATS format
 - Fields: Article Title, Authors' First & Last Names, Article Type, Classifications, Section/Category, Keywords, Abstract, Image Counts, Manuscript & Production Notes, Author Address & Affiliation, Funder Registry, ORCIDs, AMDs
- Data and files are sent to EM via FTP
- Submissions are received in the *Transferred Submissions* folder
- Editorial office checks data and files, builds PDF or sends submission back to Author for completion
- All additional interactions with Authors takes place via EM (Send Back to Author, Request Revision, etc.)

Ingest 2.0 – Increased Flexibility in 14.1

- EM Author-facing status terms
- More data elements can be ingested, such as Author questionnaire responses
- Corrections and revisions can be handled in authoring environment
- Transfers can be handled in portal
- Author communications can flow through portal
- More informative error notifications

Ingest 2.0 – MORE in version 15.0!

Submissions require a PDF Build on EM in order to move the paper into the workflow.

The system will automatically build the PDF when ingested!

Email communication with Authors must take place via EM once the paper is submitted, which can confuse an Author who has been working with a Submission Partner.

An API will be developed that allows emails to Authors to flow through a Submission Partner's system.

Version 15.0

Beta to begin March/April 2018

Upgrades June/July 2018

TENTATIVE AND SUBJECT TO CHANGE

Update ORCID with Peer Review Details

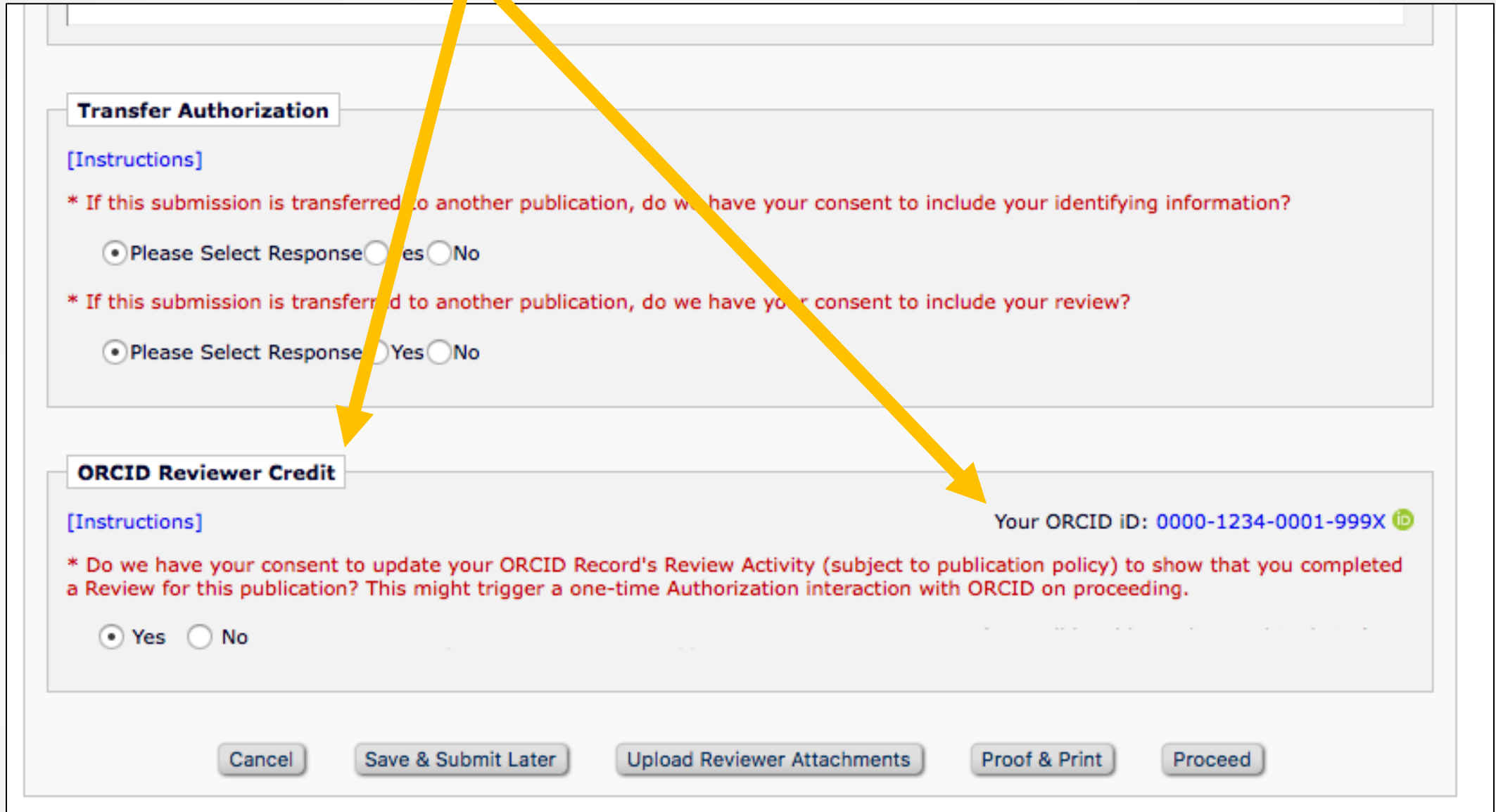
People want recognition for the work they do, including the peer review performed for research journals, grant applications, etc. This includes reviews for rejected papers.

Publishers are looking for ways to reward their reviewers.

The industry is looking for ways to get more people registering and authenticating ORCID iDs.

SOLUTION: Provide a mechanism for recording peer review activity in scholars' ORCID records.

Update ORCID with Peer Review Details



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

ORCID Reviewer Credit

[Instructions]

Your ORCID ID: 0000-1234-0001-999X 


* Do we have your consent to update your ORCID Record's Review Activity (subject to publication policy) to show that you completed a Review for this publication? This might trigger a one-time Authorization interaction with ORCID on proceeding.

Yes No

Update ORCID with Peer Review Details

Batch Review Deposit

Choose the frequency of transfer for batches of Reviews to ORCID. Each batch will pick up all Reviews for which the Reviewer answered "Yes" to the ORCID Review Deposit Authorization question and which have not yet been deposited, subject to any further conditions defined below.

- Daily
- Weekly, every
- Monthly on the First Last day of the month
- Every months, commencing  (mm/dd/yyyy)

Choose when eligible Reviews should be considered ready to deposit: in the batch following their completion or in the batch after the associated submission reaches a specific milestone. If you configure a Rating condition below, Reviews will not be deposited before an Editor assigns a Review Rating.

- Deposit eligible Reviews following their completion, or the assigning of a Review Rating (if applicable).
- Deposit eligible Reviews after the Author is Notified of a Decision on the version that was reviewed (Initial Submission or any Revision)
- Deposit eligible Reviews after the Final Disposition has been set for the Submission

Use Publisher Credentials

Currently, ORCID interactions that are facilitated by EM and PM show Aries Systems as the credentialed partner.

Publishers want ORCID interactions that occur between researchers and publications to show the publisher as the credentialed partner.

SOLUTION: Publishers with an established relationship with ORCID can use their own credentials during interactions between EM/PM users and ORCID. This means that the publisher will appear as the source of the interaction.

Early Decision & Desk Reject

Currently, a submission can only be rejected after an Editor has been assigned. In some cases a publication would like to officially reject a submission without going through the physical process of assigning an Editor, then *proxying* as that Editor, and making the decision.

SOLUTION: A new configuration allows editorial offices to reject a submission and set Final Disposition to 'Reject' without an Editor being assigned.

NOTE: This is not the same as 'Removing' a submission.


Early Decision & Desk Reject

Quicklinks

New Submissions - Sally Editor, PhD

Contents: These are the new submissions that require a Technical Check. Use the up/down arrows to change the order.

Page: 1 of 3 (29 total submissions) 1 2 3 ▶▶▶

Action	Manuscript Number	Article Type	Section Category	Article Title	Author Name	Initial Submission Date
<ul style="list-style-type: none">View SubmissionDuplicate Submission Check (...)Details ▾Initiate DiscussionHistorySubmit Early DecisionTechnical CheckFile InventoryEdit SubmissionSend Back to AuthorRemove SubmissionClassificationsSet Final DispositionInitiate ProductionSimilar Articles in MEDLINESend E-mailLinked Submissions					Idrin PhD 	Aug 25

Submit Early Decision
Manuscript Number: SALLYDEV140-D-17-00012
"Sample Desk Reject Submission"

Please select an Editor to be associated with the early Decision.

Assign to Me
 All Editor Roles ▼ Select Editor: ▼

Early Decision & Desk Reject

Submit Early Decision Manuscript Number: SALLYDEV140-D-17-00012 "Sample Desk Reject Submission"

Please select an Editor to be associated with the early Decision.

Assign to Me
 Section Editor Select Editor: John Editor [\[Search\]](#)

Decision:

Editor Decision Phrases

Editor Decision Phrases available for inclusion in the Decision Letter are displayed below. Select the phrases you wish to include.

[Preview Selected Phrases](#)

Select Phrase

- Editor Decision Phrases can use HTML tags to display text in color, e.g. **red**. Phrases can also include [hyperlinks](#).
- Thank you for submitting your manuscript, "%ARTICLE_TITLE%", to [The Journal](#).
- We appreciate the opportunity to review your manuscript and hope that you will continue to submit material for our consideration.

Comments to Author

[Insert Special Character](#) [Open in New Window](#)

Early Decision & Desk Reject

Editor Decision Terms

Listed below are the terms used for Editor Decisions. You may Add new terms, Remove, Edit or Hide existing terms. Note that the New Document Status will not take effect until the Author is notified of the Editor Decision. After this, Editors, Publishers and Reviewers with permission to view the current Status will see the New Document Status term; Authors will see the Alternative Text for Authors where one exists, otherwise they will also see the New Document Status Term.

Cancel

Add New Term

Update Order

Order	Editor Decision Term	Author Notification Letter	Reviewer Notification Letter	New Document Status	Alternative Text for Authors	Decision Family	Allow Early Decision	Remove	Edit
<input type="text" value="1"/>	Accept	Editor Decision - Accept	None	Accept		Accept	✓	Remove	Edit
<input type="text" value="2"/>	Revise	Editor Decision - Revise	Reviewer Notification of Revise Decision	Revise		Revise		Remove	Edit
<input type="text" value="3"/>	Reject	Editor Decision - Reject	Reviewer Notification of Reject Decision	Reject		Reject		Remove	Edit
<input type="text" value="4"/>	Desk Reject	Editor Decision - Reject	None	Reject		Reject	✓	Remove	Edit
<input type="text" value="5"/>	Revise, No Review	Editor Decision - Revise	None	Revise		Revise		Remove	Edit
<input type="text" value="6"/>	Reject and Transfer	Editor Decision - Reject and Transfer	None	Transfer Pending		Reject and Transfer		Remove	Edit
<input type="text" value="7"/>	Reject and Transfer to Journal A	Editor Decision - Reject and Transfer	None	Transfer Pending		Reject and Transfer	✓	Remove	Edit
<input type="text" value="8"/>	Reject and Offer Transfer to 3 Journals	Editor Decision - Reject and Transfer	None	Transfer Pending		Reject and Transfer		Remove	Edit

Update Order

Cancel

Add New Term

More Automated Reminders

Sometimes Authors don't realize that they need to approve their submission before it is sent to the editorial office.

Sometimes Authors don't realize a submission has been returned to them for additional materials.

SOLUTION: A new automated report will send reminder letters to Authors who have submissions waiting to be approved in the *Submissions Waiting Approval* folder and/or have submissions that are in the *Sent Back to Author* folder.

More Automated Reminders

Edit Automated Author Submission Reminder Reports

Edit an existing Automated Reminder by updating the criteria below and clicking 'Submit'. 'Cancel' if you do not wish to edit the Automated Author Revision Reminder at this time.

Reminder Type:	<p><input checked="" type="radio"/> Incomplete Submissions: Send an automated reminder e-mail to Authors who have submissions in the Incomplete Submissions folder that have been there for exactly <input type="text" value="7"/> days. Reminders will be sent to Authors who have begun to submit a manuscript and may not realize that they have not fully submitted it.</p> <p><input type="radio"/> Submissions Waiting for Author's Approval: Send an automated reminder e-mail to Authors who have submissions in the Submissions Waiting for Author's Approval folder that have been there for exactly <input type="text" value="7"/> days. Reminders will be sent to Authors who have built a PDF of their submission but may not realize that they need to go to the Submissions Waiting for Author's Approval folder to finish submitting their manuscript by viewing the PDF and approving it.</p>
-----------------------	--

Reminder Name:	<input type="text" value="Weekly Incomplete"/> <i>Maximum 200 characters</i>
-----------------------	---

Reminder Letter:	<input type="text" value="Please Choose an Automated Reminder Letter"/> <input type="button" value="v"/>
-------------------------	--

You may further refine your result set by selecting all, or choosing one or more values below. On a PC, multiple values may be selected by holding down the 'Ctrl' key on your keyboard, while using the mouse to select the desired items in the selection box. On a Mac, the 'Command' key is used while using the mouse to click the desired items.

Article Type:	<input type="text" value="Original Study
Brief Report
Editorial
Book Proposal"/> <input type="button" value="v"/> Select All Clear All
----------------------	--

Section/Category:	<input type="text" value="Main Section
Letters to the Editor
Test Section
Hidden Section (hidden)"/> <input type="button" value="v"/> Select All Clear All
--------------------------	--

More Automated Reminders

Sometimes a Reviewer uses the Save and Submit Later function when reviewing a manuscript, but doesn't realize that the review has not actually been sent to the editorial office.

SOLUTION: A new automated report will send reminder letters to Reviewers who have reviews that have been saved, but have not yet been submitted to the editorial office.

More Automated Reminders

Automated Reviewer Reminder Reports

Create a new Automated Reminder by selecting criteria below and clicking the 'Save as Automated Reminder' button. Once saved, the automated reviewer reminder e-mails will be sent once every 24 hours to each recipient.

Reminder Type:

No Response. Send Reminder: Send an automated reminder e-mail to Reviewers with outstanding invitations that were sent exactly days ago. Reminders will be sent to Reviewers who have neither accepted nor declined the review invitation, and have not been un-invited or terminated.

Reminder Before Due Date: Send an automated reminder e-mail for reviews that are exactly days before their due date. Reminders will be sent to Reviewers who have agreed to the review invitation but have not yet submitted their review.

Reminder Past Due Date: Send an automated reminder e-mail for reviews that are exactly days past the due date. To send reminders for reviews that are due on the day the reminder report is run, enter 0 days. Reminders will be sent to Reviewers who have agreed to the review invitation but have not yet submitted their review.

Partially Saved Reminder Past Due Date: Send an automated reminder e-mail for partially-saved reviews that are exactly days before the due date. To send reminders for reviews that are due on the day the reminder report is run, enter 0 days. Reminders will be sent to Reviewers who submitted a partially saved review and may have forgotten to submit the fully completed review.

Partially Saved Reminders That Are Outstanding: Send an automated reminder e-mail for any partially-saved reviews that were saved exactly days ago and have not been submitted fully. To send reminders for reviews that were saved on the day that the reminder report is run, enter 0 days. Reminders will be sent to Reviewers who submitted a partially saved review and may have forgotten to submit the fully completed review.

Reviewer Role:

(All Reviewers)

Handling Editor:

(All Editors)

Reminder Name:

[Insert Special Character](#)

Maximum 200 characters

Reminder Letter:

Please Choose an Automated Reminder Lett

Production Task Deep Link

Deep links in emails deliver recipients directly to the place in the system that requires attention. These links are a major convenience. Currently Production Task deep links can only be used to give Authors quick access to an open Production Task.

SOLUTION: A new deep link will be created that will allow users with an Editor Role to be delivered to open Production Tasks.

%PROD_TASK_EDITOR_PUBLISHER_DEEP_LINK%

Production Task Deep Link

Inserts a deep link in letters in the Production and Production Reminder letter families.

For users with either an Editor role or Publisher role.

For Submission production tasks – navigates to *Submission Tasks Assigned to Me* page.

For Schedule Group production tasks – navigates to *Schedule Group Tasks Assigned to Me* page.

StatReviewer



Many published articles suffer from low statistical power, errors in fact, errors in reporting, skewed or biased findings, and findings that are even maliciously misleading.

SOLUTION: The application automates elements of statistical/methodological reviewing including:

- Standardized reporting guidelines (CONSORT, STROBE, STARD, PRISMA)
- General statistical reporting
- Uniform requirements for medical journals

www.statreviewer.com

StatReviewer Integration

StatReviewer is a third-party tool that examines a manuscript PDF or Word doc and returns information about the quality of the article's statistical information.

The tool runs thousands of proprietary algorithms against the manuscript, checking for numerical errors, appropriate statistical texts, style, and methodological reporting using industry standards, such as Consort 2010, STROBE, STARD, etc.

The result is a report (sample below) that can be delivered via email, posted to a website, or delivered via an API.

This report serves as an automated, non-human "Reviewer" that returns results in minutes and supports the Editor review and decision process.

StatReviewer Integration



Similarity Check:

- Send Reviewer PDF on Initial Submission
- Send Reviewer PDF on First Revision
- Send Reviewer PDF on Final Disposition to Accept

You must also set up Automatic Transfer to a checking service on the Configure Similarity Check page. Editor and Publisher Roles can be configured to send files by Automatic Transfer from the File Inventory or Technical Check pages even if you do not enable the options on this page.

Duplicate Submission Check:

- Check for duplicate submissions to Editorial Manager

You must also enable the check for duplicate submissions on the Configure Duplicate Submission Check page.

Bibliometric Intelligence Analysis:

- Send Author/Editor PDF when Transfer Complete link is checked
- Send Author/Editor PDF when New Submission Received
- Send Author/Editor PDF on Tech Check Complete
- Send Author/Editor PDF at First Editor Assignment

Select one or more trigger points to automatically send the Reviewer PDF to the StatReviewer analysis tool. Editor roles can be configured to send the PDF from the Technical Check and File Inventory pages even if the automatic triggers on this page are not enabled.

OR

- Send Author/Editor PDF at First Revision

StatReviewer Analysis:

- Send Reviewer PDF when Transfer Complete link is clicked
- Send Reviewer PDF when New Submission Received
- Send Reviewer PDF on Tech Check Completion
- Send Reviewer PDF at First Editor Assignment
- Send Reviewer PDF at First Revision

Select one or more trigger points to automatically send the Reviewer PDF to the StatReviewer analysis tool. Editor roles can be configured to send the PDF from the Technical Check page even if the automatic triggers on this page are not enabled. Editor and Publisher Roles can also be configured to send the PDF from the File Inventory page even if the automatic triggers on this page are not enabled.

Author Parameters

Number of days Author has to Revise Submission:

First Revision

Subsequent Revisions

Set this value to zero if you do not want to use Revision Due Dates.

Set this to Optional to ask the

StatReviewer Integration

Access to StatReviewer results will be displayed in most folders for Editors, Authors and Reviewers.

The following pages will include access to StatReviewer results:

- Technical Check
- File Inventory
- Search Submission Results (Editorial and Production views)
- Custom Details (if configured to display)
- Editor Decision and Comments page
- Reviewer Selection Summary page
- Select Reviewers – Confirm Selection and Customize Letters page

StatReviewer Integration



StatReviewer Results

DMITRIDEV130-D-16-00010

"Test"

All reports returned by the StatReviewer tool are listed below. Click "Download" next to any completed reports to download a PDF of the results file.

To display the StatReviewer results to the Corresponding Author, or to all Reviewers on the submission, check the appropriate box above the results. The "Visible to Authors" and "Visible to Reviewers" columns will indicate whether a specific report will be included in the reports displayed to Authors and Reviewers. Some reports may only be available to Editors. Check the configuration settings in your publication's StatReviewer account for more information. ([less...](#))

- Display StatReviewer Results to Author after making a decision or sending the submission back to the Author
- Display StatReviewer Results to Reviewers after acceptance of review invitation

Close

Reports

Report ID	Report Name	Guideline	Date Created	Revision	Visible to Author	Visible to Reviewers	Actions
115	Consort Editorial	Consort - Editorial	Jul 18 2017	1			Download
114	Consort Author	Consort - Author	Jul 18 2017	1	✓	✓	Download
113	STARD Editorial	STARD - Editorial	Jul 18 2017	1			Download
112	STARD Reviewer	STARD - Reviewer	Jul 18 2017	1		✓	Download
111	STARD Author	STARD - Author	Jul 18 2017	1	✓	✓	Error Retry
105	Consort Editorial	Consort - Editorial	Jul 12 2017	0			Download
104	Consort Author	Consort - Author	Jul 12 2017	0	✓	✓	Download
103	STARD Editorial	STARD - Editorial	Jul 12 2017	0			Download
102	STARD Reviewer	STARD - Reviewer	Jul 12 2017	0		✓	Download
101	STARD Author	STARD - Author	Jul 12 2017	0	✓	✓	Download

GDPR Summary

- The European Parliament, the European Council, and the European Commission intend to strengthen and unify data protection for individuals within the European Union (EU).
- It also addresses the export of personal data outside of the EU.
- The primary objective is to return control of personal data to citizens and to simplify the regulatory environment of international business.

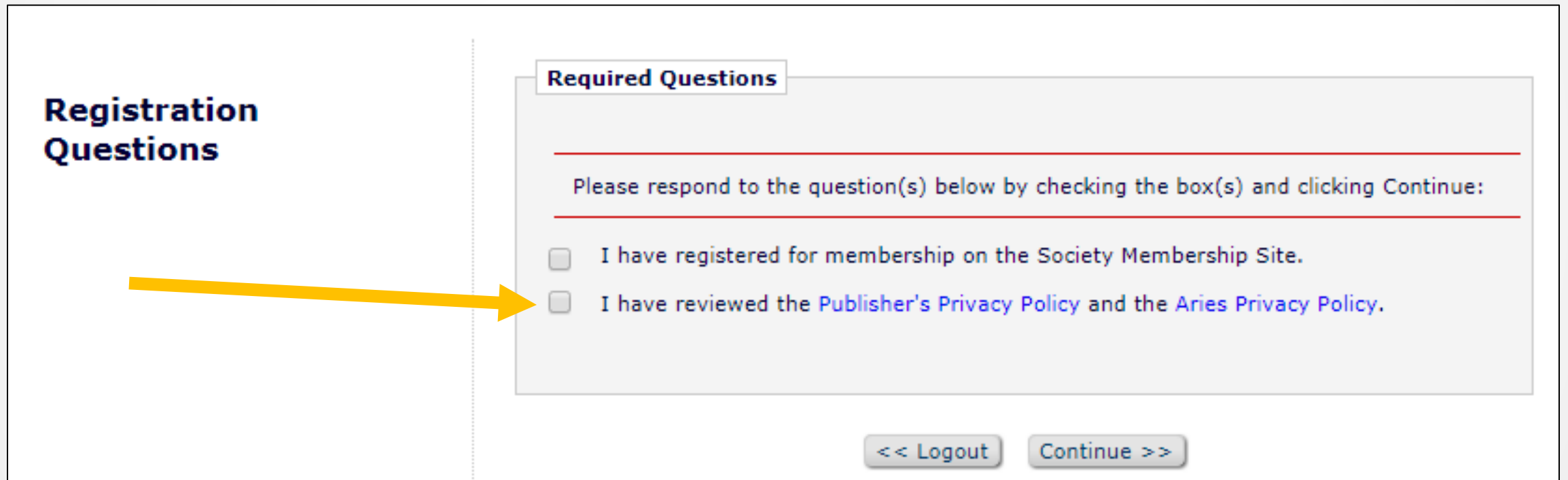
Data Controller vs. Data Processor

- Data Controller – the entity that determines the purposes, conditions, and means of processing personal data.
- Data Processor – processes personal data on behalf of the Data Controller.
- Under these terms,
 - The Publisher is the **Data Controller**
 - Aries Systems Corporation is a **Data Processor**

Aries Systems GDPR Compliance

Consent: New “Forced” Registration question to confirm that users have reviewed the Privacy and Data Use Policies from the Publisher and Aries.

When users agree to the question, the date/time and IP address is stored in their People table record.



The screenshot displays a registration interface. On the left, the text "Registration Questions" is visible. A yellow arrow points from this text to a "Required Questions" box on the right. Inside this box, there is a red horizontal line, followed by the instruction "Please respond to the question(s) below by checking the box(s) and clicking Continue:". Below this, there are two checkboxes with corresponding text: the first checkbox is for "I have registered for membership on the Society Membership Site." and the second checkbox is for "I have reviewed the Publisher's Privacy Policy and the Aries Privacy Policy." At the bottom of the form, there are two buttons: "<< Logout" and "Continue >>".

Registration Questions

Required Questions

Please respond to the question(s) below by checking the box(s) and clicking Continue:

- I have registered for membership on the Society Membership Site.
- I have reviewed the [Publisher's Privacy Policy](#) and the [Aries Privacy Policy](#).

<< Logout Continue >>

Aries Systems GDPR Compliance

Right to Access

- Users typically choose to register on an EM site. Aries is implementing functionality so that users cannot be proxy registered without being notified.
- Users can view their people-related information at any time by logging into an EM site.

Aries Systems GDPR Compliance

Currently new users are proxy registered as follows:

- Proxy Register New User
- Register and Select New Reviewer
- Register and Invite New Author
- Reviewer Discovery
- EM-to-EM Submission Transfer (for publications that are not in a People Sharing Group)

New proxy registration restrictions include:

- The “Register User and Do NOT Send Letter” button is suppressed and the Editor must enter an email address
- The new user is proxy registered but "INACTIVE" until the letter is sent
- The proxy register user's record is deleted during the nightly Batch job if they have not confirmed their registration
- Proxy Registration that occurs for Reviewer Discovery sends a Proxy Registration letter. If the candidate does not have an e-mail address, they cannot be selected as a Reviewer.

Aries Systems GDPR Compliance

Right to be Forgotten

A new “footer” will be added to all emails.

- In version 15.0, the email footer will direct users to contact the Journal Office, via an embedded link, to be removed.
- In version 15.1, additional functionality will be added to notify the journal office of a user’s request and allow them to anonymize the user’s data. Note: some data will remain relevant to Editor and Publisher assignments.

Aries Systems GDPR Compliance

Request Removal

This page allows you to issue a request for your details to be removed from the database for *The Journal of X, Y and Z*.

Request Removal from the Database

This option will forward a request to the publication staff to remove your details from the database. This requires manual intervention and so is not immediate or automatic. You will be required to provide proof of identity in the form of your password for this site, or by authenticating the ORCID iD linked to your record.

Please enter any additional comments you wish to make to the journal staff:

[Privacy Policy of The Publisher Ltd](#) (the Controller of your data)

[Privacy Policy of Aries Systems](#) (the Operator of this site)

Cancel

Please Remove my Details

Aries Systems GDPR Compliance

Search People - Update Information

To update any information, make the changes on the form and click Submit. Required fields have an asterisk next to the label.

Dr Anne A. Author

Self-Registered:
14 Oct 2003

Last Modified:
15 Feb 2017

[Inactivate this User](#)

User asked to be removed on:
16 Feb 2017

[Delete this User](#) Retain name.

[Send Login Details](#)

*The user will be required to change the password on login.

Exclude this user from receiving all batch and reminder emails:
 Always
 When Unavailable Dates are active

[Open Special Character Palette](#)

User Information

The default login role is the user role that will be used if you strike the enter key when logging in and you have not made a specific selection.

Default Login Role:

Default Login Menu:

Available as a Reviewer? * Yes No

Board Member? Yes No

Forbidden as a Reviewer? Yes No

Reviewer Role *

Publisher Role *

Editorial Role *

Editor Description

[Activity Details](#)

[Additional People Details](#)

Do not allow this user's contact information to be overwritten during synchronization with other publications in the group. (Note: the Username might change even if this box is checked.)

Personal Information

Title * (Mr., Mrs., Dr., etc.)

Given/First Name *

Middle Name

Family/Last Name *

Secondary Family/Last Name

Version 15.1 & Beyond

Beta to begin September/October 2018

Upgrades December 2018

TENTATIVE AND SUBJECT TO CHANGE

Identity Confidence Score (ICS)

There have been various cases of questionable authorship and fraudulent peer review in the news the past few years.

Editors need a way to feel confident that Authors and Reviewers are who they say they are – actual real people!

SOLUTION: Generate a 'confidence score' for corresponding/contributing Authors and Reviewers, based on factors such as ORCID and CrossRef data, Ringgold institution data, institution and country selections, email verification, and other sources.

Identity Confidence Score (ICS)

New Editor Assignments - Arnold T Editor

Contents: These are submissions that have been Assigned to the Editor. They require one of the following: another Reviewer invitations, or Decision. Use the up/down arrows to change the sort order.

Page: 1 of 1 (4 total submissions)


Display 10 results per page

Action	Manuscript Number	Article Type	Section/Category	Article Title	Author Name	Initial Submitted	Date	Status
Action Links	JXYZ-D-16-00013	Rapid communication		Testing Tech Check Process - 006 - with further changes suggested by Editor and returned with submission.	Anne A. Author	06 Jul	2016	05 Jul 2017
Action Links	Test-2017-07-001	Rapid communication		Test more testing	John M MacJohn	05 Jul	2017	05 Jul 2017
Action Links	JXYZ-D-16-00006	Rapid communication		This is an example and a test, of the technical check part 2	Anne A. Author	05 Jul	2016	05 Jul 2016
Action Links	JXYZ-TEST-1204R1	Rapid communication		Sample submission for IJCR	Anne A. Author	22 Aug	2005	27 Oct 2005

Theodore P Nebelwerfer (Corr. Author)

- Email 

tpnebel.123@gmail.com; tnebelwerfer@ic.ac.uk

 GMail Email supplied

+ Institute 

+ Country 

+ EM Activity 

+ ORCID Activity 

Ignore the score and trust (★) this person

Check Again

Close

Score generated: 23 Jan 2017

Data Standards and Data Exchange

JATS: Incorporation of JATS Journal Archiving DTD – Version 1.2. Includes CRediT! New JATS Editorial Transmittal and Production Task Transmittal.

EM Web Services: Provide API access to retrieve submission, people, and peer review metadata directly from the *Editorial Manager* database.

Ringgold and Open Funder Registry: The Funder ID can be captured during submission. Every Funder ID has a corresponding Ringgold ID. Ringgold IDs will now be captured in the database alongside the Funder ID and can be used in some reporting.

MECA: Implementation/modification to adhere to agreed standards.

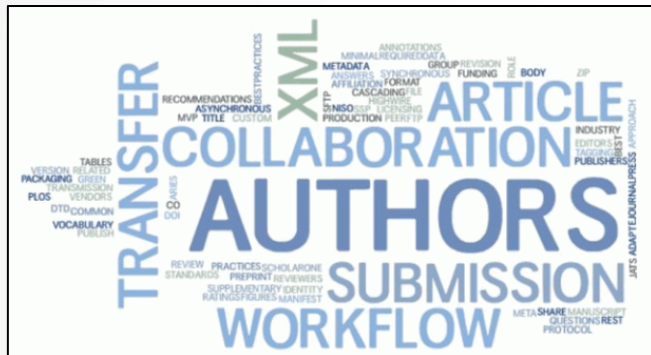
Industry Standards



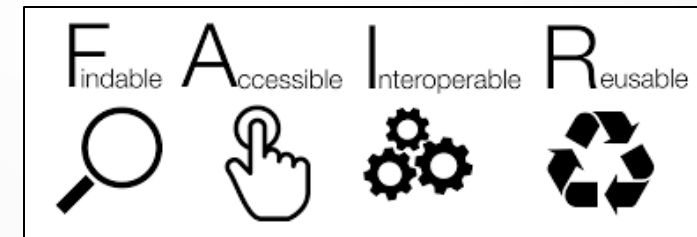
Optimizing the machine reuse of scholarly content tagged in JATS XML, and to improving XML literacy.



Advocating richer, connected, and reusable, open metadata for all research outputs.



Developing a common approach to manuscript transfer that can be adopted across the industry.



Making data **F**indable, **A**ccessible, **I**nteroperable, and **R**e-usable.

EAR and XEAR Report Delivery Enhancement

Currently, the Enterprise Analytics Reporting (EAR) and Cross-Pub EAR interfaces allow a customer to send both “on the fly” and scheduled emails that include an attachment of the report in PDF or Excel format. However, an XML file can only be downloaded using the EAR toolbars and cannot be sent as an email attachment unless the email is sent outside the system.

SOLUTION: An XML file will be added to the file types that can be attached to emails for both “on the fly” and for scheduled emails sent from an EAR/Cross-Pub EAR report.

Task Manager

More and more frequently Submission Production Tasks are being used for work traditionally tied to the editorial workflow, rather than being limited to just production work.

Currently, the use of “Tasks” is tied to initiating production on a submission, which does not make sense to customers using tasks in pre-production workflows, or do not use ProduXion Manager.

SOLUTION: “Submission Production Tasks” will be renamed “Submission Tasks” for users accessing tasks before production is officially initiated, and for users who do not use ProduXion Manager.

Custom Registration Questions

There is a need to ask more complex questions during the registration process and to collect data on those registering and on registered users in general.

SOLUTION: The **Additional People Details** function will be enhanced so that there will be an option to display APD's during user registration and on the **Update My Information** page.

Custom Registration Questions

- Currently Registration Questions can appear whenever a new users registers or when an existing user logs into the system.
- Registration Questions responses are a single checkbox, where the user either tick or does not tick the box.
- Once a Required or Forced question has been answered (user checks the checkbox), the response cannot be changed.
- If a question is Optional, the response can be changed by the user or the journal office at any time.

Custom Registration Questions

APDs can have multiple response types such as short text, long text, yes/no and various list types.

A new option will be added on the APD configuration page labeled 'Registration Question'. This APD will appear whenever a new users registers, and/or when an existing user logs into the system after the question have been deployed as "forced".

RoleManager permission will determine if a response is visible, so that confidentiality can be preserved.