

Publisher

Publisher Role overview

In this user manual, we will go through the features of the publisher's role in eJournalPlus. As previous roles, different features of the system are available through the left panel. Through this panel, the publisher has access to publishing a new article, manuscripts which are in the process of being published (i.e. In Publishing Process), manuscripts which have been published (i.e. Published), and further manage the volumes and issues of the journal through "Publisher Options".

Publish a New Article

Here the publisher can publish a new article by giving all the information of the article such as its volume/issue, documents type, DOI, title, receive date, revise date, accept date and publish date, supplementary files, related subjects and etc. (see figures below). However the publisher is also noted that if the article they wish to publish is already accepted via the editorial system they can easily publish it from the "List of New Accepted Manuscripts" link. This way the publisher does not have to enter all the information of the article manually.

In Publishing Process

Here the publisher can find manuscripts which are in the process to be published. This includes "Accepted Manuscripts" which are those manuscripts that have been accepted to the journal, and "Galley Proofs" which are those manuscripts that are going through galley proof process.

Published

Here the publisher has access to the list of articles which have already been published and articles in press. The publisher could also export the list in Excel.

Publisher Options

Publisher

The publisher can manage the volumes and issues of the journal. For managing the volumes, the publisher should enter the volume title, the publish year and its status. The publisher could also see a list of the existing volumes.

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