



Submission Process Author Interface

목 차

1. Author Main Menu
2. Submission Steps
3. Approving the PDF



들어가기에 앞서,

| Notice

Editorial Manager은
학회의 정책 및 투고규정에 따라 맞춤형 설정을 제공하는 플랫폼으로,
각 항목은 학회마다 상이할 수 있습니다.

Author Main Menu

| Submit New Manuscript

○ 화면설명: Author로 로그인

em Editorial Manager™

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

Role: Author Username: xlink

Author Main Menu

[Alternate Contact Information](#)

[Unavailable Dates](#)

For additional help with your submission, please click [here](#) for the Author Tutorial.

Please visit [XMLink website](#) before submitting your manuscript.

2 [Interactive Author Statement-ICMJE Form for Disclosure of Potential Conflicts of Interest \(Download\)](#)

• **Instructions for Authors** can be downloaded [here](#):

New Submissions

1 [Submit New Manuscript](#)

[Submissions Sent Back to Author \(0\)](#)

[Incomplete Submissions \(17\)](#)

[Submissions Waiting for Author's Approval \(5\)](#)

[Submissions Being Processed \(13\)](#)

Revisions

[Submissions Needing Revision \(0\)](#)

[Revisions Sent Back to Author \(0\)](#)

[Incomplete Submissions Being Revised \(0\)](#)

[Revisions Waiting for Author's Approval \(0\)](#)

[Revisions Being Processed \(0\)](#)

[Declined Revisions \(0\)](#)

Completed

[Submissions with a Decision \(26\)](#)

1 [Submit New Manuscript] 통해 논문 투고 가능

2 논문 제출 시 필요한 파일들 다운 가능

Author Main Menu

| Incomplete Submissions

○ 화면설명: [Submit New Manuscript] 클릭했을 때, 투고가 완료되지 않은 논문이 있다면 팝업으로 작성중인 논문들이 나타남

The screenshot displays the Editorial Manager interface for an author. The top navigation bar includes links for HOME, LOGOUT, HELP, REGISTER, UPDATE MY INFORMATION, JOURNAL OVERVIEW, MAIN MENU, CONTACT US, SUBMIT A MANUSCRIPT, INSTRUCTIONS FOR AUTHORS, and PRIVACY. The user's role is set to 'Author' and the username is 'xmlink'. The main menu is divided into 'New Submissions' and 'Completed' sections. The 'New Submissions' section lists 'Submit New Manuscript', 'Submissions Sent Back to Author (0)', and 'Incomplete Submissions (17)'. A pop-up window is overlaid on the 'Incomplete Submissions' link, asking 'Are you submitting one of the following?' and listing two 'Incomplete Submission' entries with 'Due: N/A' and 'Select & Continue' buttons. A 'No, Start New Manuscript' button is also present. The 'Completed' section lists 'Submissions with a Decision (26)'. A large 'xmlink' watermark is visible across the center of the page.

Editorial Manager™

Role: Author Username: xmlink

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MAIN MENU • CONTACT US • SUBMIT A MANUSCRIPT • INSTRUCTIONS FOR AUTHORS • PRIVACY

Author Main Menu

Alternate Contact Information

New Submissions

Submit New Manuscript
Submissions Sent Back to Author (0)
Incomplete Submissions (17)

Are you submitting one of the following?

Incomplete Submission: (Title not yet Supplied)	Due: N/A	Select & Continue
Incomplete Submission: (Title not yet Supplied)	Due: N/A	Select & Continue

No, Start New Manuscript

Completed

Submissions with a Decision (26)

Revisions Sent Back to Author (0)
Incomplete Submissions Being Revised (0)
Revisions Waiting for Author's Approval (0)
Revisions Being Processed (0)
Declined Revisions (0)

Interactive Author Statement-ICMJE Form for Disclosure of Potential Conflicts of Interest
(Download)

•Instructions for Authors can be downloaded [here](#):

xmlink

Submission Steps

| Article Type Selection

- 화면설명: 논문 투고의 첫번째 단계로, Article Type 선택

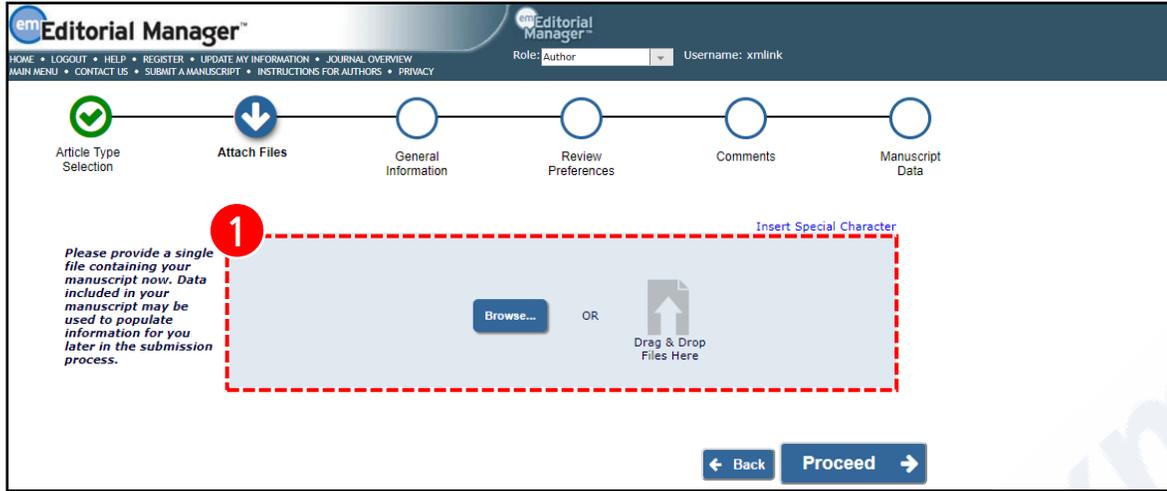
The screenshot shows the Editorial Manager submission interface. At the top, there is a navigation bar with the 'em Editorial Manager' logo and a menu including 'HOME', 'LOGOUT', 'HELP', 'REGISTER', 'UPDATE MY INFORMATION', 'JOURNAL OVERVIEW', 'MAIN MENU', 'CONTACT US', 'SUBMIT A MANUSCRIPT', 'INSTRUCTIONS FOR AUTHORS', and 'PRIVACY'. The user's role is 'Author' and the username is 'xmlink'. Below the navigation bar, a progress bar shows three steps: 'Article Type Selection' (active), 'Attach Files', and 'Manuscript Data'. The 'Article Type Selection' step is highlighted with a red dashed box and a red circle containing the number '1'. A text box next to it says 'Choose the Article Type of your submission from the drop-down menu.' Below this, a 'Select Article Type' dropdown menu is open, showing options: 'None', 'Research Article', 'Review Article', 'Case Report' (highlighted), 'Research-Article', 'New Case study', and 'Video Article'. To the right of the dropdown, a 'Proceed' button with a right arrow is highlighted with a red dashed box and a red circle containing the number '2'.

- 1 투고하고자 하는 논문의 Article Type 선택
✓ 각 학술지별 투고규정에 따라 Article Type 설정 customized
- 2 [Proceed] 클릭해서 다음 단계 진행

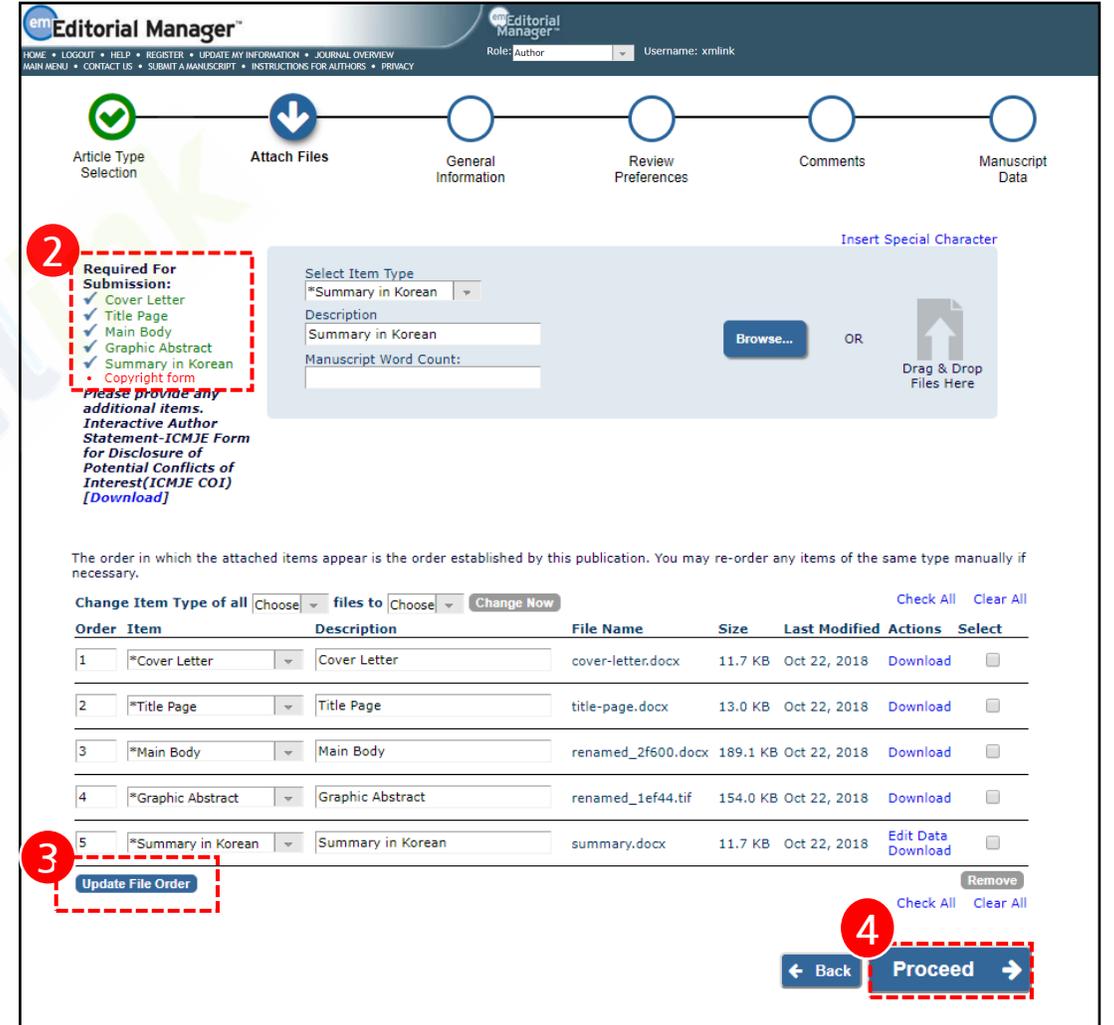
Submission Steps

| Attach Files

- 화면설명: Manuscript을 비롯한 논문 투고에 필요한 파일들 업로드



- 1 투고하고자 하는 논문과 관련된 파일들 업로드
 - ✓ 워드파일로 업로드한 Manuscript에 한하여 EM 시스템에서 자동으로 기본 정보를 추출하는 기능 제공
 - ✓ Title page와 같이 기본 정보가 추출될 문서를 제일 처음에 삽입해야 함
- 2 필수 업로드 항목 중 누락된 파일은 빨간색으로 표시됨
- 3 업로드한 파일들의 순서 변경 가능
- 4 [Proceed] 클릭해서 다음 단계 진행



Submission Steps

| General Information

○ 화면설명: 논문의 General Information 설정

em Editorial Manager™

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

Role: Author Username: xlink

Article Type Selection Attach Files **General Information** Review Preferences Additional Information Comments Manuscript Data

Please provide the requested information.

1 Region Of Origin Insert Special Character

Select the Region of Origin related to your submission from the drop-down menu below.

KOREA, REPUBLIC OF

2 Next

- Section/Category

Select the Section or Category related to your manuscript from the drop-down menu below.

None

Next

2 + Classifications

Back Proceed **3**

1 투고하고자 하는 논문의 Region of Origin, Section/Category, Classifications 설정

2 [Next] 와 [+] 클릭해서 다음 정보 입력

3 [Proceed] 클릭해서 다음 단계 진행

Submission Steps

| Review Preferences

○ 화면설명: Author가 Suggest 혹은 Oppose하는 Reviewer 선정 가능

1 + Add Suggested Reviewer

2 Enter Suggested Reviewer Details

3 Proceed

1 Suggest 혹은 Oppose하는 Reviewer 선정

2 Reviewer 정보 입력
✓ 빨간색으로 * 표시가 붙은 항목은 반드시 입력해야 함

3 [Proceed] 클릭해서 다음 단계 진행

Submission Steps

| Additional Information

- 화면설명: 연구윤리 등과 관련된 질문에 응답

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Role: Author Username: xmlink

Article Type Selection Attach Files General Information Review Preferences **Additional Information** Comments Manuscript Data

Please respond to the presented questions/statements.

Insert Special Character

Questionnaire

Have you received informed consent for publishing clinical data including images?

Answer Required: **1** Please select a response
 Yes
 No

Please select a response.

2 ← Back Proceed →

- 1** 연구윤리 등과 관련된 질문에 응답
✓ 학회 정책에 따라 질문 설정 customized
- 2** [Proceed] 클릭해서 다음 단계 진행

Submission Steps

| Comments

○ 화면설명: Comments 작성

The screenshot displays the Editorial Manager interface. At the top, there is a navigation bar with the 'em Editorial Manager' logo and a menu including 'HOME', 'LOGOUT', 'HELP', 'REGISTER', 'UPDATE MY INFORMATION', 'JOURNAL OVERVIEW', 'MAIN MENU', 'CONTACT US', 'SUBMIT A MANUSCRIPT', 'INSTRUCTIONS FOR AUTHORS', and 'PRIVACY'. The user's role is 'Author' and the username is 'xmlink'. Below the navigation bar is a progress bar with seven steps: 'Article Type Selection', 'Attach Files', 'General Information', 'Review Preferences', 'Additional Information', 'Comments', and 'Manuscript Data'. The 'Comments' step is currently active, indicated by a blue downward arrow icon. The main content area shows a text input field for comments, with a red dashed box around it and a red circle with the number '1' next to it. Below the input field is a 'Proceed' button, also highlighted with a red dashed box and a red circle with the number '2'. The text 'Please provide the requested information.' is visible on the left side of the form.

① Editorial Office로 보내는 Comments 작성

② [Proceed] 클릭해서 다음 단계 진행

Submission Steps

| Manuscript Data

- **화면설명:** Manuscript에서 자동으로 추출된 기본 정보 확인

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

Role: Author Username: xlink

Article Type Selection Attach Files General Information Review Preferences Additional Information Comments Manuscript Data

When possible these fields 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.

1

Full Title (required) ✓

Links between Serine Biosynthesis Pathway and Epigenetics

body p

Short Title

2

3

Abstract

Keywords

Authors

Funding Information

Back Save & Submit Later Build PDF for Approval

- 1 Manuscript 워드파일에서 자동으로 제목, 초록, 키워드, 저자 정보(이름 및 소속기관) 등 추출됨

✓ 누락된 정보가 있다면 직접 추가 가능

- 2 노란색 Alert (⚠): Attach Files 단계에서 업로드한 파일에서의 기본 정보 추출이 원활히 되었는지 확인 필요

- 3 빨간색 Alert (⚠): 필수로 기재해야 하는 항목이 누락된 경우 표시되므로, 해당 정보 직접 입력해야 함

Submission Steps

| Manuscript Data (Author Details)

○ 화면설명: Manuscript Data 중 Author 정보 수정

2 Edit Author Details

MS Hye Sook Jang, MS [Corresponding Author] [First Author] [You]

Title MS

Your Given/First Name* Hye

Middle Name Sook

Your Family/Last Name* Jang

Academic Degree(s) MS

Affiliation* Harvard Medical School

Your E-mail Address*

ORCID* [Link/Register] [What is ORCID?]

4 Institution: Harvard Medical School

Country or Region*: Harvard University

Contributor Roles*:
 Harvard-Westlake School
 Harvard University Faculty of Arts and Sciences
 Harvard Medical School Department of Global Health and Social Medicine
 Harvard University Health Services
 Harvard University Department of Physics
 Broad Institute
 Radon Institute

Role: Author Username: xmlink

Next

1 Current Author List

- MS Hye Sook Jang, MS [Corresponding Author] [First Author] [You] XMLink
- Heijin Joo

+ Add Another Author

Next

+ Funding Information

Back Save & Submit Later **5** Build PDF for Approval

- 1** Author 정보를 수정할 수 있는 팝업창 불러옴
- 2** 빨간색으로 * 표시가 붙은 항목은 반드시 입력해야 함
- 3** ORCID 정보 기입
✓ 만일 ORCID를 등록한 저자가 투고한 경우, ORCID 자동으로 불러옴
- 4** RINGGOLD 통한 소속기관 기입
✓ 몇 개의 철자만 입력해도 Author의 소속기관 기입이 가능하도록 정규화된 기관명 제공
- 5** [Build PDF for Approval] 클릭 해서 논문 투고를 위한 PDF 생성

Approving the PDF

| Approve Submission

○ 화면설명: 논문 최종 제출 단계

The screenshot shows the Editorial Manager interface. At the top, there is a navigation bar with the 'em Editorial Manager' logo and user information: 'Role: Author' and 'Username: xlink'. Below the navigation bar, there is a section titled 'Submissions Waiting for Approval'. A warning dialog box is displayed in the center, asking 'Are you sure you want to approve this submission?' with 'OK' and 'Cancel' buttons. The 'OK' button is highlighted with a red dashed box and a red circle containing the number 4. To the right of the dialog box, there is a confirmation checkbox labeled 'I accept' with a red circle containing the number 1. Below the dialog box, there is a table with columns 'Action' and 'Title'. The 'Action' column contains links: 'View Submission', 'Edit Submission', 'Approve Submission', 'Remove Submission', 'Correspondence', and 'Send E-mail'. The 'Approve Submission' link is highlighted with a red dashed box and a red circle containing the number 3. The 'Title' column contains the text 'Links between Serine Biosynthesis Pathway and Epigenetics'. At the bottom of the table, there is a 'Main Menu' link.

The screenshot shows the 'Author's Decision' page in the Editorial Manager interface. The page title is 'Author's Decision'. Below the title, there is a message: 'Thank you for approving "Links between Serine Biosynthesis Pathway and Epigenetics".'. At the bottom of the page, there is a 'Main Menu' link. The entire page is enclosed in a red dashed box, and a red circle containing the number 5 is located at the top right corner of the box.

- 1 Check box에 동의 체크
- 2 **[View Submission]** 클릭해서 생성된 PDF 검토
✓ 만일 제대로 PDF 생성되지 않았다면, Attach Files 단계에서의 파일들을 다시 새로운 파일로 생성 및 저장해서 업로드
- 3 검토 후 이상이 없으면 **[Approve Submission]** 클릭해서 다음 단계 진행
- 4 [OK] 클릭해서 논문 투고
- 5 성공적으로 논문 투고 완료됨