

M2Community **Manuscript Guide**

Manual for Reviewers

Manual for Reviewers

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Request for manuscript review

Request for manuscript review

As a reviewer, you will be notified by e-mail of an invitation to review a manuscript. The "Agree, Decline" buttons appear if requested for the first review. (For checking whether you agree or not)

Access the site to choose whether you accept the request or not.

ONLINE MANUSCRIPT SUBMISSION

[[{journal_title}]] Request for manuscript review : {atime}

Sender : {journal_title}

Recipient : {rName}

Manuscript ID : {order_num}

Title : {subject}

Review Period : {assign_date}{sdate} ~ {pdate}

Dear Dr. {rName} :

You have been recommended as a reviewer for the above-mentioned manuscript. Given your knowledge and expertise in the subject area of the manuscript, we would be most grateful if you would find time to review the manuscript.

{sendmemo}

{agree_date}

{abstract}

You are kindly requested to visit <http://submit.ksep-es.org/>, log in with your I.D. and password, and go to the Reviewer Center. Please read the Instructions for Reviewers and proceed as guided.

If you accept this invitation, I would be very grateful if you would return your review by {pdate}.

If you will not be able to provide comments within this time frame, please let me know immediately by replying this e-mail.

Sincerely,

Dong-Ho Park, Ph.D.
Editor-in-Chief

{journal_title} Editorial Office
#100 Inha-ro, Nam-gu, Incheon, 5W 560C, 22212, Korea

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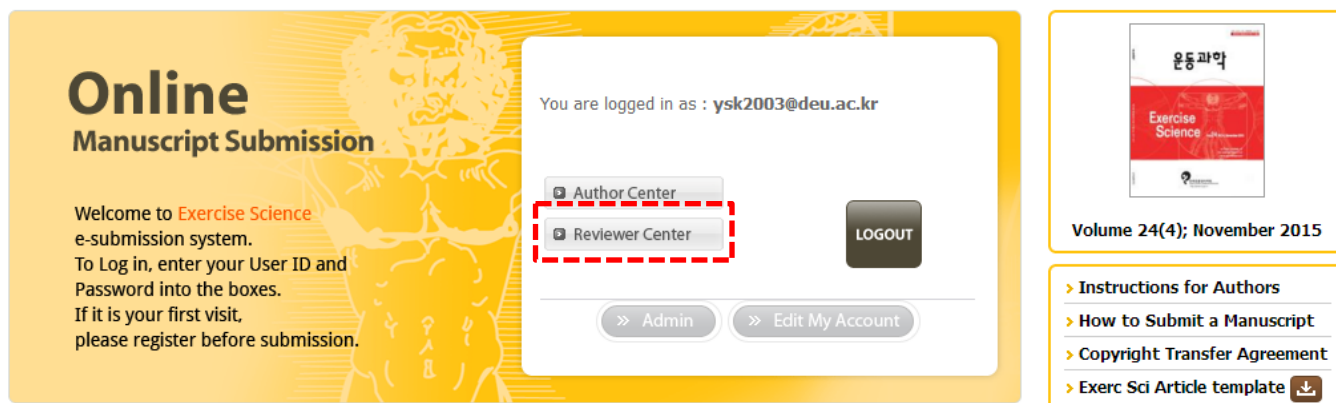
Website: <http://submit.ksep-es.org>

Reviewer Center

After logging in as a reviewer, the “Reviewer Center” shortcut menu appears as below. The “Reviewer Center” page is displayed by clicking the menu.

You might see different page from below because available menu is generated automatically under the user authority after logging in.

(You can access to Author Center, Reviewer Center, Editor Center, Manuscript Editor, English-proofreading, Editor-in-Chief, Publisher.)



Online Manuscript Submission


Welcome to **Exercise Science** e-submission system.
To Log in, enter your User ID and Password into the boxes.
If it is your first visit, please register before submission.

You are logged in as : **ysk2003@deu.ac.kr**

- Author Center
- Reviewer Center**
- LOGOUT

» Admin » Edit My Account

Exercise Science
Volume 24(4); November 2015

- » Instructions for Authors
- » How to Submit a Manuscript
- » Copyright Transfer Agreement
- » Exerc Sci Article template 

Reviewer Main menu

You can check the progress of the manuscript requested for review.

1. You can check and review according to awaiting review agreement, manuscripts for reviewer, manuscripts in revision and manuscripts with decision.
2. You should send the response whether you agree to review or not in the first review.
3. You can check the received manuscript again.

The screenshot shows the 'Reviewer Main Menu' interface. It includes a sidebar menu, a main content area with 'Reviewer Resources', and a table for 'Awaiting Review Agreement'.

1 Reviewer Main Menu

2 Reviewer Main

- [Awaiting Review Agreement](#)
- [Manuscripts for Reviewer](#)
- [Manuscripts in Revision](#)
- [Manuscripts with Decision](#)

3 Reviewer Resources

It shows the most recent five e-mails about your submission. To remove an e-mail from this list, click the delete link

Awaiting Review Agreement [+ MORE](#)

Manuscript ID	Title	Type of Manuscript	Invitation Date	Agreement
No Data.				

Awaiting Review Agreement

You should send the response whether you agree to review or not in the first review.

Once you select the Agree or Decline, you do not have to do any more.

Be sure to respond as soon as possible.

It is possible for you to review after agreeing. You cannot review the relevant manuscript if you decline to review.

Reviewer Main Menu

Reviewer Main

1 [Awaiting Review Agreement](#)

0 [Manuscripts for Review](#)

0 [Manuscripts in Revision](#)

0 [Manuscripts with Decision](#)

Reviewer Resources

It shows the most recent five e-mails about your submission. To remove an e-mail from this list, click the delete link

Awaiting Review Agreement

Manuscript ID

Title

Type of Manuscript

Invitation Date

Agreement

M2-14-002

Title Test

Original research

06-Oct-2014

[Agree/Decline](#)



Awaiting Review Agreement

* Please click on 'Agree' or 'Decline' as soon as you can.

Manuscript ID	M2 -14-002
Type of Manuscript	Original research
Reviewer	Younsang Cho
Title	Title Test
Abstract	Abstract test
Invitation	<input type="radio"/> Agree <input type="radio"/> Decline

 Confirm

Manuscripts for Reviewer

You can confirm the list of manuscripts under review after agreeing to review.

Reviewer Main Menu

Reviewer Main

- 0 Awaiting Review Agreement
- 1 Manuscripts for Reviewer
- 0 Manuscripts in Revision
- 0 Manuscripts with Decision

Reviewer Resources

It shows the most recent five e-mails about your submission. To remove an e-mail from this list, click the delete link

Awaiting Review Agreement

Manuscript ID	Title	Type of Manuscript	Invitation Date	Agreement
No Data.				

Manuscripts for Reviewer

Manuscript ID	Title	Type of Manuscript	Status & Review	Review Period	My Result
M2-14-002	Title Test	Original research	Under 1st Review	2014.10.06 ~ 2014.10.20	1st - Not Reviewed

1. Select the title or PDF file to see the information of manuscripts to review.
2. Click the "Review" button to review the relevant manuscript.
3. You must review by designated date, and you can review anytime before submitting the review result. (But, the review result is not modifiable after submitted.)
4. You can confirm the status of the review result.

1. Select and check the manuscripts to review. (PDF file)
2. Select one of the Recommendation tap.
3. Fill in the evaluation table. (only in the first review)
4. Write comments to authors and editors.
5. The "Submit" button is to complete submission. (It is not possible to revise although the period of review remains.)

The "Temporary Save" button is to save contents temporarily. You can save contents and submit within the period.

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Manuscripts in Revision

Select the “Manuscript in Revision” tap to see the review result.

Reviewer Main Menu

Reviewer Main

0 [Awaiting Review Agreement](#)

0 [Manuscripts for Review](#)

1 [Manuscripts in Revision](#)

0 [Manuscripts with Revision](#)

Awaiting Review Agreement

Manuscript ID	Title	Type of Manuscript	Invitation Date	Agreement
No Data.				

Reviewer Resources

It shows the most recent five e-mails about your submission. To remove an e-mail from this list, click the delete link

+ MORE

Manuscripts in Revision

Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
M2-14-002	Title Test	Original research	Under 1st Review	1st - Minor revision	
A_JRPR_20140002_0.pdf			Completed		<div>1st : Minor revision</div>

Manuscripts in Revision

[Confirmation your own review result](#)

Click the "My Result" to see your own review result. (the second and the third are the same as the first)

Manuscripts in Revision					
Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
M2-14-002 A_JRPR_20140002_0.pdf	Title Test	Original research	Under 1st Review Completed	1st - Minor revision	1st : Minor revision

Review Result

1st Review

Date of submission of review opinion : 2014.10.21
Date of deadline for review opinion : 2014.11.04

Manuscript ID	M2-14-002
Review Count	1st
Reviewer	Younsang Cho
Type of Manuscript	Original research
Title	Title Test
Author's Opinion	

PRIORITY	Lower 50%	Top 50%	Top 25%	Top 10%
1) Originality	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2) Scientific Importance	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3) Experimental design	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4) Adequacy of methods	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
5) Brevity and clarity	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
6) Overall priority for publication	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
7) Potential if adequately revised	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Recommendation Minor revision

Comments to Authors
test

Attached file

Comments to Editor
test

> Print > Close

Manuscripts in Revision

[Confirmation the final review result](#)

Click the “Merge Result” button to confirm the final review result of the editor and all the reviewer’s comments.

Manuscripts in Revision					
Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
M2-14-002 A_JRPR_20140002_0.pdf	Title Test	Original research	Under 1st Review Completed	1st - Minor revision	1st : Minor revision

Merge Result

Review

Manuscript ID : M2 -14-002

Review Count	1st
Send Date	06-Oct-2014
Recommendation	Minor revision
Comments to Authors (Editorial Office)	통합심사내용 test

Reviewer's Comments

Reviewer 1 test

> Print

> Close

Manuscripts with Decision

You can confirm the list of manuscripts completed reviews and the review result.

Reviewer Main Menu

Reviewer Main

0

Awaiting Review Agreement

0

Manuscripts for Reviewer

0

Manuscripts in Revision

1

Manuscripts with Decision

Reviewer Resources

It shows the most recent five e-mails about your submission. To remove an e-mail from this list, click the delete link

Awaiting Review Agreement

Manuscript ID	Title	Type of Manuscript	Invitation Date	Agreement
No Data.				

Manuscripts with Decision

Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
JRPR-14-002	Title Test	Original research	Accepted	1st - Minor revision	<div>1st : Minor revision</div> <div>2nd : Accept</div>

Thank you