# The Instruction Manual for Tsp Online Submission System

September 11, 2022

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# 1 The instructions for authors

# 1.1 User login, forget password, and registration

Sign	In				
Email					
Passwoi	ď				
		Sign lı	n		
	Forgot vo	ur password?	7	Register	

Please click https://ijs.tspsubmission.com to login.

If a user has already got the account, one can log in via the registered email and password.

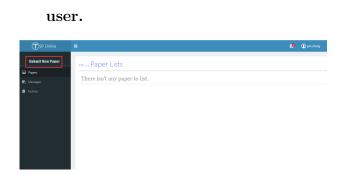
Please click "Forgot your password?" to set the new password. If there is not account registered, one needs to click "Register" to complete the registration.

Attention:

It is recommended to use the latest version of Chrome and set screen resolution to 1280 x 1024 or higher.

1

#### 1.1.1 You will enter into the following page as an ordinary



### 1.1.2 User Registration

TSP >> Create Account		Tech Science Press
Personal > Account Details		
• Personal Details		
First Name*	Middle Name	Last Name*
Affiliation*		Country*
		Please select your country
Email*	Verification Code*	
sunnudt@163.com		
Research Interest*	Send Verification Code	
• Account Details		
Password*	Repeat Password*	
		Register

During the registration, one needs to fill in such required fields as First Name, Last Name, Affiliation, Country, Email, Repeat Email, Research Interest, Password and Repeat Password. The field of "Middle Name" is optional. Please click "Confirm" to submit. Attention:

The mailbox entered by the user must meet the specification; otherwise the registration cannot be completed.

The email entered by the user must be real and valid, otherwise the activa-tion email cannot be received after the registration is completed. The mailbox entered by the user must not be registered in the system. After successful registration, the user will receive an activation email. Click the activation link in the email to activate the account, and then log in with the new registered account.

### 1.1.3 Reset Password

Tech Science Press
Reset Password
Registered Email
Send Reset Request

On the login page, users can click the "forgot your password" link to enter this page. After the user enters the registered email and clicks the "Send Reset Request" button, the system will automatically send the email to the mailbox. Users can click the reset password link in the email to enter the personal information interface for password modification.

# 1.2 Users modify basic information and log out of the system

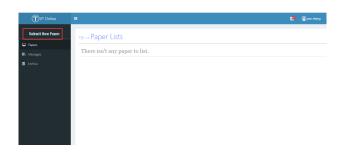
(T)SP Online						<ol> <li>gusiyu Bruce</li> </ol>
Submit New Paper	™ Paper Li	ete				rofile ogout
Papers						
Messages	Papers You Submit	Papers For	Co-Author Papers For Editor			
Archive	← 1 2 3 4 5	→ PAGE	1 OF 5, TOTAL PAPERS: 83 O SHOW	50 100		
Journal Settings	ACTION	ID	TITLE	JOURNAL OR SECTION	AUTHORS	
😫 User Management		313	test2	(TI2) Article	1770413519@qq.com;	Copy Editing Requir
	1 N 1	312	0.30test1	[U] Articles	1770413519@qq.com;	Accepted: 2020-00-
	- N -	311	軍閥上传文件	(TEST11) few	1770413519@ipq.com;	New Submission: 20
	- N	310	edit file	(TI) Articles	1770413519@sp.com; 1776609103 9@163.com;	In Reviewing 2020-
	- N.	309	review score2	(T) Articles	1770413519@qq.com;	In Reviewing: 2020-
	- N	306	review score	[U] Articles	1770413519@qq.com;	New Submission: 20
	· · ·	304	convited.	TTI Ankles	1770413519@en.com	Conv Edition Return

The user can click the user name in the upper right corner to display profile and logout. Click profile to modify user information, and click logout to log out of the system. Click the icon 1 to view the messages.

Middle Name		Last Name*	
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	Repeat Email*		
	si m		
	Repeat Password*		
			🕼 Edit
	Middle Name	Repeat Email* si m	Editori Repeat Email* si n

Click Profile to enter this interface. By default, user information cannot be edited. Click "Edit" to edit user information. Click "Save" button in the lower right corner to save.

# 1.3 Submit New Paper



Click "Submit New Paper" for submission.

①SP Online					
	O Please select the journal	l to submit			
	JOURNAL ABBR	JOURNAL NAME	SELECT	]	
	CMC	CMC-Computers, Materials & Continua	0		
B Archive	LASC	Intelligent Automation & Soft Computing			
	CSSE	Computer Systems Science and Engineering			
	10c	Journal of Quantum Computing	0		
	JNM	Journal of New Media			
	JIT	Journal on Internet of Things	0		
	JIHPP	Journal of Information Hiding and Privacy Protection	0		
	JSC	Journal of Cyber Security			
	JAI	Journal on Artificial Intelligence	0		
	JBD	Journal on Big Data			
				-	
			Confirm X Cancel		
	-				

Select the journal you want to contribute to and click "Confirm" to enter the contribution page.



Users need to carefully read the manual instruction, copyright notice and the other contents. Click the check box to indicate that you agree with the above terms.

Users must fill in the basic information of the article. Multiple keywords can be separated by semicolons.

Users can add, modify, and delete authors. There must be at least one record in the Authors list.

4

Keywoods *  Fisce approxic legion da sensiolor (;  Abstract.*				
Abstract.*				
2 Authors				madd New.
NAME	EMAL	AFFILIATION	COUNTRY	CORRESPONDING?
patya Bran	1779412549@45.00M		Clasa	Tes
@ Suggest Reviewer.				Bad
The perferon shall have a	senior tifs or a deputy senior title with	a doctor's degree, and there is no personal relationship with the a	athor, such as family and partners, political relat	tionship and academic cooperation p
NAME	EMAIL	RESEARCH FIELD	AFRUATION	
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Users can add possible reviewers in the Suggest Reviewers list if available. Click the drop-down box of Section, select the reasonable Section according to the major involved in the article.

Click "Upload New File" to upload manuscript and users can edit and delete these files.

Click the Submit button to confirm the information filled in is correct. If the information is wrong, click Cancel button to return to modify. Once you've submitted your manuscript successfully, you can check your paper in the submission system.

Abstract:*	Add New Author		×				
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	Last Name:*						
	Affiliation:*						
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	Country:						
Resubmit Paper?:	Corresponding author						~
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Authors	Url:					<b>+</b> Ac	dd New Author
The basic information of all aut	ORCID:						
NAME			✓ Confirm Cancel	COUNTRY	TITLE	CS?	ACTION
Executive Editor1				United St		Yes	ø ×
Suggest Reviewers						+ Add	I New Reviewer
The reviewer shall have a se	nior title or a doctor's degre	e, and there is no personal rela	ationship with the author, su	uch as family and parts	ners.		

Click "Add New Author" and fill in the basic information.

Abstract:*	Add New Reviewer	×	
	Email:*		
	First Name:*		
	Last Name:*		
	Affiliation:*		
	Research Field:		
Resubmit Paper?:		✓ Confirm Cancel	
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Click "Add New Reviewer" and fill in the basic information.

Upload Files      Manuscript      Manuscript      Cover Letter      Graphical Abstract	
Manuscript Cover Letter Graphical Abstract	
Cover Letter Graphical Abstract	
Graphical Abstract	
Supplementary Files	
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Review Comments	
Other Files	
Opload Files	×
Manuscript	
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✓ Confirm Ca	ncel
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Click "Upload New File" to upload di erent types of files. The "Summary" will display all the information for your submission. Please click "Confirm" to complete your submission.

Summary					×
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# 1.4 Left navigation bar

# 1.4.1 Papers



You will see all the submissions in "Papers You Submit"/"Papers for Co-Author". Click "ACTION" to enter into each submission.

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	The review of your submission to Computers. Materials & Camtinual	
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	Although we found that your paper has ment, it is not acceptable to publish in its present form. We invite you to weise your paper to address reviewent comments as fully as possible. Please measurept according to the measurept according	

Users could see the ID, Title, Authors and Status, as well as the submissions, review progress and historical operations of the article.

New Submission	Under Beview	Round1 Decision	final Deckion	Payment Completed	Copyrelling	Taposetting	Publishe
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· Recommended Review	eers.						
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"Submission" should include the manuscript and its recommended reviewers.

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hough we found that your paper to leavers' comments and upload the r	wwith it is not acceptable to vised file within ten days.	is publicly in its present fame. She invol	in yata hi revite yatar paper hi addi	es recevers' comments as hity as pool	fals. Please revise the manuscript ac	conding to the	
ten you submit your revision, pheas	uplead the following 2 files						
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ur revised paper with track change: or clean revised paper, asse find the reviewer's comments a	the end of this message. W	han uploading your revision files, som	ling down the page, yes will find a	panel for fascisions. Use the flevision I's	real to uplead your revised manuscri	ph.	

"Review" will include all the review rounds, next step for the users and all the files to be reviewed.

"History" has the history records of all operations.

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2023-05-09 11:52		0 hours	0 hours		0 hours	0 hours	
Submission Review	Copyediting History						
OPERATOR NAME	STATE		TIME		EMAIL	DESCRIPTION	
Executive Editor1	Copy Editing Required		2023-05-09 12:17:27			Receive Copyediting requirement	
Executive Editor1	typesetting		2023-05-09 12:15:45				
Executive Editor1	Copyediting		2023-05-09 12:15:15				
Executive Editor1	Accepted		2023-05-09 12:15:15		62	The paper has been accepted.	
tsp admin	In Reviewing		2023-05-09 12:11:49			The paper is waiting to be reviewed.	
Executive Editor1	Change Journal		2023-05-09 12:10:52		52		
tsp admin	Revision Submitted		2023-05-09 12:10:27			The revised version of the paper has been su	bmitted.
Executive Editor1	Revision Required		2023-05-09 12:04:22		5	The paper needs to be revised.	
tsp admin	New Submission		2023-05-09 11:52:49			A new paper has been successfully submitte	d.

### 1.4.2 Messages

①SP Online	=				🚇 🛈 review
Submit New Paper	⊤se → Task L	ist			Tech Science Press
	SENDER	PAPER ID	MESSAGE TITLE	ACCESS	DATE
Messages	gusiyu Bruce	310	Revision Letter of [310] edit file	*	2020-08-18 13:19:47.0
	review ab	310	Submission Notify of [310] From TJ	-	2020-08-18 13:18:1
	gusiyu Bruce	309	Revision Letter of [309] review scorea	*	2020-08-18 11:18:2
	review ab	309	Submission Notify of [309] From TJ	\$	2020-08-18 10:06:5
	review ab	308	Submission Notify of [308] From TJ	*	2020-08-18 09:54:1
	sxy first	306	Revision Letter of [306] From TJ	*	2020-08-16 22:10:1
	ad dawd	306	Change Journal of [306] From TJ		2020-08-16 21:19:1
	sxy first	397	Revision Letter of [307] s	*	2020-08-16 20:57:1
	review ab	397	Submission Notify of [307] From TJ	<b>N</b>	2020-08-16 20:28:2
	review ab	306	Submission Notify of [306] From TJ	*	2020-08-16 20123144-0

The information in Messages is the site information. If the information is unread, it will be displayed in bold. Click it to view.

### 1.4.3 Archive

TSP Online	•				🚇 🕦 review ab
Submit New Paper	se Archive	Paper L	ists		
🚯 Messages	Papers For Review	Papers For Er			
🗧 Archiva	← 1 → _ P/	GE 1 OF 1,	TOTAL PAPERS: 1 O SHOW 😆 50 100		
	ACTION	ID	TITLE	JOURNAL OR SECTION	AUTHORS
		200	Gu si yu 10.17 test	[7.1] Articles	1770413519@qq.com; 975570251@qq.c

Articles in declined and copyediting-completed status will be moved to Archive at 6:00 pm every Sunday.

# 1.5 Users perform revision, change journal and copyedit operations

## 1.5.1 Revision

	TSP Online		9	
•	Submit New Paper	(ID: 312) 8.30test1		
		(Authon) guisiya Bruce   Status Revision Required Sutmation Review History		
		Sumason Rever risory Round 1		
ľ		Next Step: Retice the article and upload I:		
		≅ Revisions	± Uplo	ad Revision
		FILE TYPE FILE NAME		ACTION

Test Journal ISSN:fawdaw	
Dear #Contributor Name#,	
The review of your submission to Test Jour	al
ID: 312 , '8.gotests' has been completed.	
Although we found that your paper has mer possible. Please revise the manuscript acco	it, it is not acceptable to publish in its present form. We invite you to revise your paper to address reviewers' comments as fully as ding to the reviewers' comments and upload the revised file within ten days.
When you submit your revision, please upb	ad the following 3 files:
Your rebuttal; Your revised paper with track change; Your clean revised paper. Please find the review's comments at the Panel to upload your revised manuscript.	end of this message. When uploading your revision files, scrolling down the page, you will find a panel for Revisions. Use the Revision
As authors, you have the right to refuse to u the CMC Editorial Office (cmc@techscience	se the unrelated citations recommended by the reviewers or relevant personnel. Authors are encouraged to report this issue directly to .com) in a timely manner once it is occurred.
Thank you very much for your contribution	s to Test Journal.
Sincerely,	

Author are asked to upload the revised file upon revision request. Mean-while, authors will receive the review comments and attachments. Authors will click "Upload Revision" to upload their revised files and press "Confirm" to send it. Then the manuscript will automatically enter the next round of review.

### 1.5.2 change journal

TSP Online	≡	🚇 🕕 gusiyu Bri
Submit New Paper		
	[ID: 312] 8.30test1	
Papers	[Authors] gusiyu Bruce	
	[ Status ] Change Journal	
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	Duer #Contributer Names, Tatal yes for solutification the manuscript, "& gottest," to Test Journal. For some reasons, we have decided to transfer your article to another journal. Please decide whether to sharp the Journal.	log in to your account to
	Journal: Test Journal 2, Section: Article	
		Agree 🖪 Decline
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SP Online Solumit New Paper Apers Approx Ap		- 11

When the editor proposes a journal-change request, the author can choose either Agree or Decline. When the request is rejected, the article will be invalid. When accepted, it will proceed into the next round of review within the new journal.

### 1.5.3 copyedit

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TSP Online	=			🤨 🕦 gusiyu Eruce					
Submit New Paper									
	[ID: 313] tests								
Papers	(Authors) guslyu Bruce								
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	■ EDITOR REQUIREMENT AND FILES								
	Test Journal 2								
	ISSN:								
	Dear Dr.#Contributor Name#								
	We have received the neument of your name (ID	313) and the proof of your article is attached as a PDF file. Pleas	a use this proof solaly for charking the typesatting and ad	tion also the completeness and					
	correctness of the text, tables and figures. You are	e kindly required to send back your confirmation within 72 hours							
	If you have corrections, it is important to ensure	that all of your corrections are highlighted in the proof and sent	back to us. Please use the attached PDF for any corrections						
	If you have no corrections, please also respond v	ithin the required time to us with your confirmation.							
	Should you have any questions, please do not he Thank you.	sitate to let us know.							
	849207782@ep.com								
	& TJ2-313-9000f-28-1.doct								
	E Submission Files								
	FILE TYPE	FILE NAME	FRE LINK						
	MANUSCRIPT	TJ-313-groof-27-0.docx	*						

After the editor sends the "Send Copyediting Requirement" request, the paper will go to the step of Copyediting, which includes three parts: AU-THOR REPLY AND FILES, EDITOR REQUIREMENT AND FILES, and Submission Files. The author can typeset the article again and upload the files.

# The instructions for editors

# 2.1 To view the article information

TSP Online	=							① say fir	st
Submit New Paper	TSP >> Pap	er Lists							
'apers	Papers You 5				-				
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Journal Settings		ID		JOURNAL &		AUTHORS		REVIEW	
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	80	205	review score	[11] Articles	Support Excel	1770413519@ap		1	

After the user submits the article, the editor can see the user's article in the "Papers For Editor" of "Papers", click the icon 1 to open the article on the current page, and click the icon 2 to open the article on another page.

①SP Online	E		😃 🛈 xy fra
Submit New Paper	[ID: 315] test4		
Papers	[Authors] gusiyu Bruce		
	[ Status ] Reviewer Required		
Archive	Submission Review Hi	itory	
	Round 1		
🔮 User Management		_	
	Suggest Decision:		
	Next Step: Reviewer Required		
	Review Files		2 Upload File
	FILE TYPE	FILE NAME	ACTION Request Revisions
	Manuscript	74-315-Manuscript-311-1.dom	🖲 🖉 🎍 👩 Accept Submission
			Decline Submission



The content of "Suggest Decision" shows the suggestions of unauthorized editors, and "Next Step" indicates what action the article needs to do next. Click the "Upload File" button, the editor can help the author upload files. Click the icon 1 to modify the uploaded file, click the icon 2 to download the uploaded file.

# 2.2 The Editor assign reviewers and related operations

Click the "Assign" button, and the editor-in-chief assigns Participants for this article. The "Journal Editor" is the editor-in-chief of the journal, the "Section Editor" is the editor of the journal, the "Copy Editor" is the layout editor, and the Production Editor is the publication editor. Click to delete the editor.

Participants Assign	
≡ Select Participant	
Section Editor	LXP Bruce
$\equiv$ Team Member List	
Name	Email
le yang	lincongyanghu@163.com
LXP Bruce	15195905998@163.com
≡ Send Message	
Editorial Assignment of [622] From CMC	<to:15195905998@163.com></to:15195905998@163.com>
CMC-Computers, Materials & Continua ISSN: 1546-2226	

### 2.2. THE EDITOR ASSIGN REVIEWERS AND RELATED OPERATIONS15

Network		
	about our submission system on how to take actions, yo f the Editorial Workflow. Any further questions or que	
871 Coronado Center	Drive, Suite 200,	
Henderson, Nevada, & Tel: +1 702 673 0457 Fax: +1 844 635 2598 Office Hours: 9:00-17		
	allow the selected editor to accept paper ? $\Box$	Send message with email? $\Box$
		Confirm     X Cancel

Click the "Assign" button, then the assignment window appears. To select the role in "Select Participant", "Team Members" shows the name list of that role, and "Send Message" shows the content of the appointment email. "Allow the selected editor to accept paper?" means whether to grant the editor the right of accepting the article. The name color of authorized editors is red, and the unauthorized editors is black. "Send message with email?" means whether to send an email to the nominator.

TSP Online	=	😳 🕕 ury first
Submit New Paper	[ID: 315] test4	
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	E Reviewers & Add New	
	NAME EMAIL DUE DATES STATUS RESULT ACTION	Assign

Click the "Add New" to add a new reviewer. And "Suggested Reviewers by Authors" shows the reviewers list recommended by the author, "Final Reviewers" shows the reviewers list finally selected by the editor, and "Add Reviewers in Database" is where the editor can add reviewers through fuzzy query of registered users. "Create New Reviewer" is to add an unregistered user as a reviewer.

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Click the "Go back" to return to the former "Review" page.

Click the "Send Review Request" to send a review invitation email to the selected reviewer.

Users can be added as reviewers by clicking "Search" to search the users through their Email Address, Name, Affiliation, and Research Field in the database.

Click the "Add New Reviewer" to add a new user as a reviewer who is not in the database, and all items are required.

Click the "Email Template Setting" to enter the page of the review invitation email. The following figure shows the page that appears by clicking the "Email Template Setting" button. You can edit the email content on this page. Files in the "Files in Review File List" are uploaded by the author during the submission stage. The file can be deleted by clicking the "delete" after the file, and the file will not be attached to the reviewer.

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							review ob 1117766091039@126.co	*

"Reviewers" is the list of reviewers. All the reviewers invited by the editor will be eventually showed in the list. "Name" is the reviewer's name, "Email" is the reviewer's mailbox, "Due Dates" shows the reviewer's response time and deadline for review, and "STATUS" shows the review status of the reviewer, "Result" shows the review result of the reviewer, and "Action" is the operation of the editor on the reviewer.

Clicking the icon 1 will send a reminder email to the reviewer to remind the reviewer to review the manuscript. The following figure shows the page

#### 2.2. THE EDITOR ASSIGN REVIEWERS AND RELATED OPERATIONS17

displayed after clicking the icon 1, "Email Template Setting" is to set the email template, check any template, and "Recipients" is the email recipient, "Title" is the email title, "Email Content" is the content of the email, and the "Go Back" button is to return to the previous page of the "Review" tab, the "Send Message" is to send a review reminder email.

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Click the icon 2 to view the review results. The following figure shows the page after clicking the icon 2, "Reviewer Information" shows the basic information of the "Reviewer", "Review Result" is the review result returned by the reviewer, "Recommend" shows the reviewer's suggestions, and "Comment for Authors & Editors" shows the comments for the author and editor, "Comment for Editors Only" is the comment for the editor, "Review Files" shows the review file uploaded by the reviewer, the editor and the author can download the file by "File Link", and "Go Back" is to return to the former operation.

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Click the icon 3 to close the review.

2.3 The editor makes a decision based on the reviewers' comments

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# 2.3.1 Change Journal

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The above picture is the page that appears after clicking the "Change Journal" button. To transfer an article to another journal or section by clicking "Select Journal & Section". "Recipients" shows the recipient's mailbox, "Title" is the email title, "Email Content" shows the content of the email, and "Go Back" is to return to the former operation, "Send Message" means to send the email.

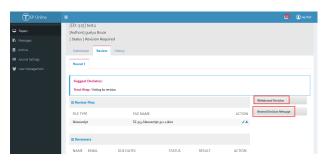


After the journal was transferred, the editor of another journal can see the article enter into the next round.

### 2.3.2 Request Revisions

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Papers	[Authors] guslyu Bruce
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	Upload files you would like the editor and/or author to coussil, including revised versions of the original review file().
	* Go Back 🚽 Send Message

Based on the comprehensive review comments, the editor clicks on the Re-quest Revisions button to make a revision request on the article. The picture above shows the page displayed by clicking the Request Revisions button. Email Template Setting is to set the email template. Tick any Revision template, Recipients is the email recipient; Title is the email title; Email Content is the email content; Review Comments Files are the review files uploaded by the reviewers during the review stage, which will been sent to the author in the form of attachment. Append Files are uploaded by the editor. The Go Back button is to return to the previous Review tab, and the Send Message button is to send the request revision email.



The above picture is the page that appears after the editor decides to send the request revision email. Click the Withdraw Decision button can with-draw the current decision. Click the Resend Decision Message button to resend the current decision email, and the author receives the request revi-sion email again.

### 2.3.3 Accept Submission

When the editor has the right to accept the article:

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The above picture is the page that appears after clicking the Accept Submis-sion button. Email Template Setting is to set the email template. Tick any Revision template, Recipients is the email recipient; Title is the email title; Email Content is the email content; Review Comments Files are the review files uploaded by the reviewer; Files need copyediting are the files uploaded by the author in the current round; the Go Back button is to return to the previous Review tab, and the Send Message and Enter copyediting button is to send Accept emails.

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				od dawd jitslin@126.com
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After the article is accepted, the page enters the Copyediting phase. Last Revision Files is the previous revised article. Click the Send Copyediting Requirement button to send the Copyedit Requirement email to the author.

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Submit New Paper	(ID: 315) test4	
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The above picture is the page that appears after clicking the Send Copy-editing Requirement button. Email Template Setting is to set the email template. Tick any Revision template, Recipients is the email recipient; Ti-tle is the email title; Email Content is the email content; Copyediting Files is uploaded by the editor. Upload is the upload button, and the editor must upload the file. The Go Back button is to return to the previous tab, and the Send Message button is to send Copyediting Requirement email.

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1 Coronado Center Drive, Suite								

The above page appears after the editor sends the Copyedit Requirement email. Copyediting Discussion is the number of rounds of typesetting; AU-THOR REPLY AND FILES is the file uploaded after the author responds to the request; and EDITOR REQUIREMENT AND FILES are the Copy-edit Requirement email and attached file sent by the editor. The download button is to download attachments.

Click the Send to Publication button, the articles in the copyedit state will be moved to Archive at 6 pm every Sunday. When the editor does not have the right to accept the article:

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After clicking Accept Submission, the editor cannot accept the article di-rectly, but can only send the suggestion of accepting the article. Decision Type is the suggested type; Opinion is the suggested content, confirm is the confirmation, and Cancel is the cancellation.

### 2.3.4 Decline Submission

When the editor has the right to decline the article:

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The above picture is the page that appears after clicking the Decline Submis-sion button. Email Template Setting is to set the email template. Tick any Revision template, Recipients is the email recipient; Title is the email title; Email Content is the email content; Review Comments Files is uploaded by reviewers. The Go Back button is to return to the previous Review tab, and the Send Message button is to send decline submission email.

When the editor does not have the right to decline the article:

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Suggest Decision: Next Step: Access Tap.in						
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Cover Letter		MSC-34790-Cover Letter-5	9679-1.deor		0 ~ 4	Albon Karigi oldanikorigi@gmail.com
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After clicking Decline Submission, the editor cannot decline the article di-rectly, but can only send the suggestion of declining the article. Decision Type is the suggested type; Opinion is the suggested content, confirm is the confirmation, and Cancel is the cancellation.

# 2.4 Papers for Editor in Papers

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Papers For Editor is the list of articles operated by Editors; CLEAR PA-RAMETERS is to clear the query condition; SEARCH is to query the article according to the condition; ACTION is the article link; ID is the article ID, and the article can be searched according to the ID; TITLE is the title of the article, and the article can be searched according to the title. JOUR-NAL&SECTION is the journal and Section, and the article can be searched according to the journal and Section. AUTHORS is the author, and the ar-ticle can be searched according to the author's mailbox, Name, Aÿliation. REVIEW ROUND is the number of review rounds of the current article. TOTAL in CURRENT REVIEWERS is the number of invited reviewers. OVERDUE is the number of overdue reviewers; ACCEPTED is the number of reviewers who accepted the review task; DECLINED is the number of reviewers who declined the invitation; COMPLETED is the number of arti-cles which have completed the review process. STATUS is the status of the article, which can be queried according to the current status of the article. START is the start time, END is the end time, and SECTION EDITORS is the editor responsible for the article, which can be queried according to the editor's name.

# The instructions for reviewers

# 3.1 Ways for reviewers to access the submission system

After review assignments are sent by the editor to reviewers, the reviewers can access their review assignments in any of the following 3 ways:

First way: Login to the review system. Click on "Papers" to display the "Paper Lists" screen. Under "Papers for Review", locate the paper to review and click the "Action" icon. The "Review" screen will appear with a synopsis of the paper. Click on "Accept & Start Review" or "Decline Review Request.

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		308	review score	[D] Articles	1770413519@qq.com;
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	TSP Review	CTech Science Press
		seted as a potential reviewer of the following submission. We hope that you are able to participate. The editor asks that you complete Review Due Date: 2020-10-12 , You can click the "Accept & Start Review" button to start review work or click the "Decline Review
	Request" to reject	the task.
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		Accept & Start Review Decline Review Request

Second Way: Login to the review system. Click on "Messages" to

display 25

the "Task List" screen. Under "Message Title", locate the paper to review and click on it. The "Messages" screen will appear with the "Article Review Request". Click on the Submission URL link. The "Review" screen will appear with a synopsis of the pending paper. Click on "Accept & Start Review" or "Decline Review Request.

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	gusiyu Bruce	311	Article Review Request of [311] From TEST11	*	2020-08-25 11:07:5
	say first		Article Review Request		2020-08-18 10:07:1
	sxy first		Article Review Request	*	2020-08-18 09:54:5
	sxy first		Article Review Request	- 10	2020-08-16 21:38:5
	say first		Article Review Request	*	2020-08-16 20:59:1
	sxy first	307	Revision Letter of [307] s		2020-08-16 20:57:1
	say first		Article Review Request		2020-08-16 20:54:5
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autor raper	ISPSS IVICSSU				
apers		-			
apers fessages	Title: Article R	eview Request			
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apers fessages	Title: Article R	eview Request			

Third way: Open the review invitation letter, click on the Submission URL link or copy / paste it in your browser. The "Review" screen will appear with a synopsis of the pending paper. Click on "Accept & Start Review" or "Decline Review Request".

Dear ad dawd:
believe that you would serve as an excellent reviewer of the manuscript, 'ted' file' which has been submitted to 'TJ'. The submission's abstract is inserted below, and I hope that you will consider undertaking this important task for us. Prease wat he following link to login the system by 2020-10-11 to indicate whether you will undertake the review or not, as well as to access the submission and to record your review and recommendation.
The review itself is due 2020-10-12.
Access URL:
http://iocalhosts2/review/DE6E07A680B7DA89F73600BCE3C5CACBE6DCD37CAD04F0B7E64879E7CFDAEFD0A5E7987704E528BF85F822A66093C404076D8427ECA10A9ED0
39255577D8120B05FD965385C7467FDBAE9CD6F1650EB001A7D4AFF4CA86E99D38C552DE208A82F9270AB84295FCD6296A6CE0A05A2192/310
or Or log in our system to view this information, and click the following link: go to review
Thank you for considering this request.
Title: edit file
Abstract: xsa

3.2. INSTRUCTIONS FOR REVIEWERS WHO ACCEPT A REVIEW27

### **3.2** Instructions for reviewers who accept a review

Upon agreeing to review a paper, by clicking on the on "Accept & Start Review", the "Review" screen will appear with a synopsis of the paper, including Journal, Paper ID, Title, Abstract and Review Files. Reviewers are required to fill their comments in "Comment for Authors & Editors" area, and check one of the options in the "Review Recommendation" section at the bottom. "Comment for Editors Only", and "Marking Table" are optional. Reviewers could upload a file with markups of their revisions or additional comments. Click "Submit Review Result" to complete your review.

ubmit New Paper	TSP >> Review			Tech Science Press
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essages				
chive	You have been selecte the review by the Rev	d as a potential reviewe iew Due Date: 2020-2	r of the following submission. We hope that you are able to p 0-12 . You can click the "Accept & Start Review" button to s	articipate. The editor asks that you complete art review work or click the "Decline Review
urnal Settings	Request" to reject the	task		
ser Management	= Paper Information			
	Journal:	Test Journal		
	Paper ID:	314		
	Title: Abstract:	test3 eds		
	E Review			
	Review Files:	FILE TYPE	FILE LINK	
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_	Marking Table:	1 million and	Very Strong Strong Moderate Poor	
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		Originality:	Very Strong Strong Moderate Poor	
		Substance:	Very Strong   Strong   Moderate   Poor	
		Significance:	Very Strong Strong Moderate Poor	
		Impact of	Very Strong   Strong   Moderate   Poor	
		Results:		
	Click the upload File	button to begin uplos		🕕 Upload
			Upload files you would like the editor and/or author to consult, inch	ding revised versions of the original review file(x)

# The instructions for managers

# 4.1 Journal Settings

Click Journal Settings on the left to enter the journal list. The following figure shows the list of all journals. Click the red box on the right to enter the journal setting page.

Home / Je	ournal Settings			
ID	ABBR	TITLE	STATUS	ACTION
1	CMC	Computers, Materials & Continua	Config completed	•
3	CSSE	Computer Systems Science and Engineering	Config completed	0
14	ENERGY	Energy Engineering	Config completed	•
2	IASC	Intelligent Automation & Soft Computing	Config completed	0
9	JAI	Journal on Artificial Intelligence	Config completed	0
10	JBD	Journal on Big Data	Config completed	0
11	JBIC	Journal of Blockchain and Intelligent Computing	Config completed	0
8	JCS	Journal of Cyber Security	Config completed	0
7	JIHPP	Journal of Information Hiding and Privacy Protection	Config completed	0
12	ЛМН	Journal of Intelligent Medicine and Healthcare	Config completed	0
6	JIT	Journal on Internet of Things	Config completed	0
5	JNM	Journal of New Media	Config completed	0
4	JQC	Journal of Quantum Computing	Config completed	0
13	SV	Sound & Vibration	Config uncompleted	0

Journal settings are divided into the following seven parts: Masthead, Con-tact, Team, Sections, Email, Submission, and Review.

Home / Edit Journal			
Masthead Contact Team	Sections Email Submission	Review Payment	
			🖺 Save
Name*	Order*		Abbreviation*
Computers, Materials & Continua	1		СМС
Upload Cover*			
Click the upload File button to begin up	load		1 Upload
Publisher*		Research Field( Separate wit	th semicolon ';' )*
Tech Science Press		computer networks;artifi	cial intelligence;big data management;software engi
ISSN			
1546-2226		1546-2218	
Online ISSN		Print ISSN	
About the Journal			
	🥖 🖌 🗄 📓 🖹 つ ぐ		
	eScore (Impact per Publication 2019): 3.8; SNI icience Navigator; EBSCOhost: ProQuest Cent	and the second	

The first part is Masthead, which fills in the basic information of the jour-nal, including Name, Order, Abbreviation, Cover, Publisher, Research Field,

ISSN, Journal Summary and About the Journal, where Name, Order, Abbreviation, Cover, Publisher and Research Field are required. Click the Save button in the upper right corner to save this information.

TSP Online	= # 0	Xingming Sun
Submit New Paper	19 -> Edit Journal	cience Press
🖵 Papers		
Nessages	Masthead Contact Team Sections Email Submission Review	
Archive		we and
III Journal Settings	Name" Order" Abbreviation*	
🔮 User Management	CMC-Computers, Materials & Continua 1 CMC	
-	Upload Cover*	
	Click the upload File button to begin upload	Upload
	Publisher* Research Field( Separate with semicolon ';' )*	
	Tech Science Press computer networksartificial intelligence;big data management	tsoftware
	ISSN	
	1546-2226 1546-2218	
	Online 1353V Print 1353V	
	Journal Summary	
	H B TI F I V & O I O E M E C C	
	SCI. 2019 Impact Factor 4 IB; Scipuz CtelCore (Impact per Publication 2019): 18: SMP (Source Normalized Impact per Paper 2019): 4101; IB Compendenc Camologia Scientific Abstracts INSPEC Databases Science Navigator: EBSCONots PecQuest Central Zerotabast for Mathematic Portico, etc.	**
	About the Journal	
	HBTIFILSØØØENC	
	Computers, Materials & Continue is a peer-reviewed Open Access journal that publishes all types of Academic papers in the aness of computer networks, artificial intelligence, big data, software engineering, mutimedia, cyber security, internet of things, materials genome, integrated materials software and data analysis, moting designing and manufacturing of modem functional and multifunctional materials. This journal is published monthly by Tech Science Press.	A A

The second part is Contact, including Contact Information, Principal Contact and Technical Support Contact. Click the Save button in the upper right corner to save this information. Principal contact includes five parts: Name, Title, Email, Phone and Affiliation, where Name and Email are required; Technical Support Contact includes Name, Email and Phone, where Name and Email are required.

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Submit New Paper	™»> Edit Journal	Tech Science Press
	Masthead Contact Team Sections Email Submission Review	
		Save
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🔮 User Management	HBTIFILSØØØØEDC	
	Computers, Materials & Continua	<u> </u>
	871 Coronado Center Drive, Suite 200,	
	Henderson, Nevada, 89052, USA	
	Tel: +1 702 673 0457	
	Fax: +1 844 635 2598	
	Office Hours: 9:00-17:00 (UTC -8:00)	
	Home Page: http://techscience.com/journal/cmc	• •

Principal Contact	
CMC	
Nent*	Title
cmc@techscience.com	
Dual*	Those
Afiliation	
Technical Support Contact	
CMC	support@techscience.com
Neme*	Emas*
Phone	

The third part is Team, including Editorial Office, Journal Manager, Editor In Chief, Associate Editor In Chief, Section Editor, Guest Editor, Financial Editor, Production Editor, Copy Editor, Similarity Checker, where Editorial Office, Journal Manager, Section Editor, Production Editor and Copy Editor are required.

Masthead Contact Team	Sections Email Conf	ig Submission Config Review Config	
			Add New Member
■ Editorial Office*			
EMAIL	NAME	AFFILIATION	ACTION
sunnudt@163.com	XM Sun		×
■ Journal Manager*			
EMAIL	NAME	AFFILIATION	ACTION
sunnudt@163.com	XM Sun		×
≡ Editor in Chief			
EMAIL	NAME	AFFILIATION	ACTION
■ Associate Editor in Chief			
EMAIL	NAME	AFFILIATION	ACTION
lincongyanghu@163.com	le yang	UIUC	×
■ Section Editor*			
EMAIL	NAME	AFFILIATION	ACTION
15195905998@163.com	LXP Bruce	NUISTW	×
≡ Guest Editor			
EMAIL	NAME	AFFILIATION	ACTION
975570251@qq.com	Lxp 2020	NUIST	×
734528003@qq.com	sam sam		×
■ Financial Editor			
EMAIL	NAME	AFFILIATION	ACTION
LINPAL	MAIVIE	AFFILIATION	ACTION

Production Editor*			
EMAIL	NAME	AFFILIATION	ACTION
17766091039@163.com	mie joy		×
Copy Editor*			
EMAIL	NAME	AFFILIATION	ACTION
EMAIL 17766091039@163.com	NAME micjoy	AFFILIATION	ACTION X
		AFFILIATION	

Click the Add New Member button in the upper right corner, add Team roles, fill in the pop-up window with Email, Name, Research Field and Affiliation, where Role and Email are required, and click Confirm to confirm.

Add New Member	
Role: *	
Email: *	
Name:	
Research Field:	
Affiliation:	
	Confirm X Cancel

 $Click \times on the right side of Team to delete the role$ The fourth part is Sections. Click the Add New Section button in the upper right corner to add a section in the pop-up window.

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Hara / Inkine	wal								
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10		MOTION TITLE		ORDER	IMAL OF SECTION EDITOR	DEACHINE	AUTHORITY	ACTVE	ACTION
	Rep.	lar Papers on Addi	ial anadigence	001	onc@techsdence.com		514	514	****
		Pagular Pagers or	Rig Data	015	onc@techsdence.com		514	514	****
79		quilar Papers on Cj	ber Security	004	onc@techsdence.com		514	514	** **
	No.;	ular Papers on tribe	net of things	005	oncetechedence.com		100	514	×0 0 /
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74	740	pular Papers on Sog	e computing	000	oncetechedence.com		5.00	514	×0 0 /
48	Ngu	or Papers or Mater	als / Hwichanics	021	oncetechedence.com		100	514	x 0 0 /
	10	public Papers on Sol	d Mechanica	922	oncetechedence.com		5.00	514	x0 0 /
49		spes Recommend	IO BY ICAD	021	oncetechedence.com		5.0	514	x 0 0 /
20	-	ors recommended	by TURC AD	432	oncetechedence.com		5.00	514	×0 0 /
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217	sceppication of	Machine Lasening a	nd withficial stratigence a	1014	infosicatined@detrocot.scir		Selon .	514	x0 0 /
224	SCOTHART SOLUTION	e to Develop New "	echnologies for wealthcare	1821	ystrakieusustus		54 M	514	x 0 0 /
102	Strepert Advance	es on Security and	vivery of Multimedia trig.	1822	p.pts.brj@inne.org		Selow.	100	×0 0 /
323	Stream Advance	es in meaner of the	ogs and Emerging Techn.	1690	fartuneminne@hotmail.com		Selon .	100	×0 0 /
129	91.4	ninand Metal Hol	ik compositive	1014	navjakiningreizen		Selow.	100	×0 0 /
228	stanety thices	cy and sherpy com	ungtion of benady rester.	1612	mutath material piece cro		Min	200	80.07
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Fill in Section Title, Order, Email of Section Editor and Authority. Section Title, Order and Email of Section Editor are required. Click "Confirm" to confirm.

	Add New Section			×	
nail	Section title:		]		
	Order:		]		
	Email of Section Editor:		]		
	Submission Deadline:	年/月/日 📋			
	Authority:				ADLINE
ıl Intelli			✓ Confirm	Cancel	
ig Data					

Click the icon in the middle of the action to invalidate this section. Stay on this button to display Click this button to disable the section.

Click the rightmost icon in the action to modify Section.

The fifth part is Email, including seven email templates of Submit, Decline, Accept, Revision, Review, Change Journal and Copyedit. Click "Create New Configuration" in the upper right corner to copy the default email template to generate a new template.

Submit New Paper	Home / Edit Journal			
🖵 hen	Manhood Contact Team Sections Trull Submission Review Payment			
Q. Messages	Submit Decline Accept Revision Review Change-Journal Copyedit			
09 Vaulter				
E Active	E Review Instation			
III Feedback Management	CONFIGURATION NAME	ACTION	IS DEFAULT SETTING	
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S Financial Management.	hdishhahdhas	0.0/	0	
(III) Special Issues	system default	0		
<ul> <li>Editorial News</li> </ul>	≡ Favlew Reminder			
Q, Editorial Reports	CONFIGURATION NAME	ACTON	IS DEFAULT SETTING	
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User Management	system debuilt	0	D	
<ul> <li>Our bangenere</li> </ul>	E Rodor Dunto			
III Journal Settings				
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Click the leftmost icon in the action to copy this email template to generate a new template.

Click the icon in the middle of the action to delete the email template.

Click the rightmost icon in the action to modify the email template. You can modify the four parts: Template Name, Email Recipients Setting, Email Title, and Email Content. Available Variables are variables that can be used in the email. Click "Save Settings" in the lower right corner to save the changes.

≡ Template Name
copy of system default
≡ Email Recipients Setting
Submitter     Contributors     Corresponding Authors     Invited Reviewers
≡ Email Title
Submission Acknowledgement of (#Article Id#) From #Journal Abbreviation#
≡ Email Content
$H B T: \mathcal{F} I \sqcup \mathfrak{S} \emptyset \mathscr{J} \mathscr{S} \boxplus \blacksquare \blacksquare \blacksquare \mathfrak{n} \cap$
Floornal Title# ISSN: #Journal Online Issn#
Dear #Contributor Name#,
Thank you for submitting the manuscript, "#Article Title#" to #Journal Title#. With the online journal management system that we are using, you will be able to track its progress through the editorial process by logging in to the journal website:



The sixth part is Submission, including Author Guidelines, Reviewer Suggestion Requirement, Submission Notification Settings and Other Settings. Click "Save" in the upper right corner to save the changes.

TSP Online	≡ ① root manager
Submit New Paper	19 -> Edit Journal
🖵 Papers	
K Mesages	Masthead Contact Team Sections Email Submission Review
Archive	Sive
Journal Settings	E Submission Settings
<ul> <li>User Management</li> <li>System Settings</li> </ul>	Author Guidelines
	H B TI $f$ I U S $\emptyset$ $J$ $\theta$ $\exists$ $\blacksquare$ $\blacksquare$ $\square$ $\square$ $\square$ $\square$
	Author Guidelines & Acknowledge the copyright statement
	Manuacitys submitted for publication must be prepared according to the quicklene given by thehminution for Authon. Prese prepare your manuacity transplant preference and the prepared according to the quicklene given by thehminution for Authon. Prese prepare your indicate published by ISP are used an Open Access forms, which means all indice published by ISP are used as of the published by ISP are used and given by the submit of the published by ISP are used and the prevail of the published by ISP are used and the published by ISP are used as of the published by
	Reviewer Suggestion Requirement
	H B TI F I Y S Ø I Ø E 🖻 E 🗅 C
	The reviewer shall have a senser title or a display serior title with a discuss display, and there is no personal relationship with the author, such as demity and partners, political relationship and academic corperation relationship.

Send email to sectio	on editor when submitting
H B T! F	I V S Ø Ø Ø E B E D C
	#Article Id#, "#Article Title#" to #Journal Title# has been assigned to you to organize the peer review in your role as Editor. of special issue papers is as following
A) The editorial orga	anizes first round review. Some papers will be declined immediately by editorial.
B) The quest editor of	organizes second round review and make recommendation in due time. You need to assign at least 1 reviewer, we will assign
	he paper. We will inform the authors the decision based on your recommendation. The review may take several rounds, we wi unds, you do not need to organize other review rounds.

The seventh part is Review. You could set up the review due, response due, revision due and Reviewer scoring module. Click "Save" in the upper right corner to save the changes

(T)SP Online	=	😭 ① root manager
Submit New Paper	™>> Edit Journal	Tech Science Press
	Masthead Contact Team Sections Email Submission Review	
Archive		Save
Journal Settings		
👹 User Management		
	REVIEW DUE (DAYS): 43	
	RESPONSE DUE (DAYS): 42	
	REVISION DUE (DAYS): 3	
	Other Settings	
	Reviewer scoring module 🖌	

# 4.2 User Management

TSP Online	=					🟥 🛈 Xingming Sun
Submit New Paper	TSP >>> User	Management				Tech Science Press
	Journal	Role	Email	Name	Research Field	Search
	A Liser Ou	ery Result Table			-	A Add New User
Journal Settings	S OSET QU	ery result lable				as Add Iven User
User Management	NAME	EMAIL	AFFILIATION	RESEARCH FIELD	DISABLE? ACTIVE?	ACTION

Click the "User Management" button on the left for user management. You can directly click the "Search" button to query all user information, or you can check for users based on the terms of Journal, Role, Email, Name, and Research Field.

() SP Online	=	🟥 🛈 Xingming Sun
Submit New Paper	15P >> User   • Add New User	Tech Science Press
	Email: •	Research Field Search
	First Name: *	Le Add New User
<ul> <li>Journal Settings</li> <li>User Management</li> </ul>	NAME Country: •	DISABLE? ACTIVE? ACTION
	Research Field: *	
	Affiliation: B Confirm X Cancel	

Click "Add New User" and fill in the basic information.

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Submit New Paper	™ User Ma	anagement					Tech Science Press
K Messages	Journal	Role	Email	Name	Research Fi	eld	Search
Archive		Decide Table					
Journal Settings	🛔 User Query	Result lable					Add New User
User Management	NAME	EMAIL	AFFILIATION	RESEARCH FIELD	DISABLE?	ACTIVE?	ACTION
	Admin Manager		-	Computer	able	active	× © / 🖂
	John Chen			Computer	able	active	x 0 / 🖂

Click the first icon in the action to disable (delete) the user. Click the second icon in the action to active/inactive the user. Click the third icon in the action to modify the username and password. Click the fourth icon in action to send message to the user.

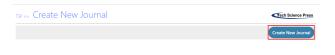
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	™ User 1 •	Change Password					Tech Science Press
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Submitt New Papers Papers Messages Archive Journal Settings User Management	TSP >> User Mail Journal	Role		e	Research Field		Search
Submit How Paper Papers A Messages Anthre Journal Settings User Management	TSP >> User Mail Journal	Role E		0	Research Field		Search
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Submit How Paper Papers Messages Archive Journal Settings User Management	TS →> User Mail Journal User Query R Send Message To: ro Message Title	Role E esult Table	ป	0	Research Field		Search
- Ŭ	tre >> User Mail	Role E esult Table	ป	e	Research Field		Search

# 4.3 Create journals (this function can only be operated by administrators)

Click System Settings on the left and click Create New Journal to Create a New Journal

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iii Uote Mangament af Spane Kanapa	Submit Kew Paper Papers K Messages Archive Journal Settings User Management	19>> System Settings	

Click "Create New Journal" and enter the next step



Filling in the basic information of the journal to complete creating the journal.

Create New Journal	
Journal Title: *	
Abbreviation: *	
Editorial Office's Email: *	
	Confirm X Cancel