



Submission Process Author Interface

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Before Starting,

| Notice

Editorial Manager

is a flexible platform that provides customized settings according to each journal's specific needs.

Therefore, following contents can be different depending on the society's policies and submission instructions.

Author Main Menu

| Submit New Manuscript

○ **Note:** Logged into the EM system as Author

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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 Click the 'Submit New Manuscript' to submit a manuscript.

2 Download instruction or document provided by editorial office for efficient manuscript submission.

Author Main Menu

| Incomplete Submissions

○ **Note:** If the author goes to submit a new manuscript when they still have a submission that hasn't been completed yet, the author will be asked via pop-up message if they're trying to submit a previously un-completed submission.

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 content area is titled 'Author Main Menu' and features a 'New Submissions' section. A pop-up message is displayed, asking the user if they are 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](#)

A button labeled 'No, Start New Manuscript' is also present. The background shows various submission status counts, including 'Submissions Sent Back to Author (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)', and 'Submissions with a Decision (26)'.

Submission Steps

| Article Type Selection

○ **Note:** First step of the submission process : Article Type Selection

The screenshot displays the Editorial Manager interface. At the top, the header includes the 'em Editorial Manager' logo, navigation links (HOME, LOGOUT, HELP, REGISTER, UPDATE MY INFORMATION, JOURNAL OVERVIEW, MAIN MENU, CONTACT US, SUBMIT A MANUSCRIPT, INSTRUCTIONS FOR AUTHORS, PRIVACY), and user information (Role: Author, Username: xlink). Below the header, a progress bar shows three steps: 'Article Type Selection' (active, indicated by a blue circle and arrow), 'Attach Files' (indicated by a grey circle), and 'Manuscript Data' (indicated by a grey circle). The main content area features a red dashed box labeled '1' containing the instruction 'Choose the Article Type of your submission from the drop-down menu.' and a 'Select Article Type' drop-down menu. The 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 menu, another red dashed box labeled '2' highlights a 'Proceed' button with a right-pointing arrow.

- 1 Select an Article Type from drop-down menu.
 - ✓ The list of article types is **configured by the publication**. Also, each article type can be differently configured by each submission step/item.
- 2 Click the 'Proceed'.

Submission Steps

| Attach Files

- Note: Upload submission items

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Role: Author Username: xlink

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

1

Please provide a single file containing your manuscript now. Data included in your manuscript may be used to populate information for you later in the submission process.

Browse... OR Drag & Drop Files Here

Insert Special Character

← Back Proceed →

- 1 Upload files by browsing their computer or drag and drop them onto the page for submission.
✓ The title, abstract and author name will be **automatically extracted from the primary (first) file** (e.g., Title Page).
- 2 If the requirements imposed by the publication have not been fulfilled, warnings may appear in red text.
- 3 File order can be changed by entering numbers in the text box next to each submission item.
- 4 Click the 'Proceed'.

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Role: Author Username: xlink

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

2

Required For Submission:

- ✓ Cover Letter
- ✓ Title Page
- ✓ Main Body
- ✓ Graphic Abstract
- ✓ Summary in Korean
- Copyright form

Please provide any additional items. Interactive Author Statement-ICMJE Form for Disclosure of Potential Conflicts of Interest (ICMJE COI) [Download]

Select Item Type
*Summary in Korean

Description
Summary in Korean

Manuscript Word Count:

Browse... OR Drag & Drop Files Here

Insert Special Character

The order in which the attached items appear is the order established by this publication. You may re-order any items of the same type manually if necessary.

Change Item Type of all Choose files to Choose Change Now Check All Clear All

Order	Item	Description	File Name	Size	Last Modified	Actions	Select
1	*Cover Letter	Cover Letter	cover-letter.docx	11.7 KB	Oct 22, 2018	Download	<input type="checkbox"/>
2	*Title Page	Title Page	title-page.docx	13.0 KB	Oct 22, 2018	Download	<input type="checkbox"/>
3	*Main Body	Main Body	renamed_2f600.docx	189.1 KB	Oct 22, 2018	Download	<input type="checkbox"/>
4	*Graphic Abstract	Graphic Abstract	renamed_1ef44.tif	154.0 KB	Oct 22, 2018	Download	<input type="checkbox"/>
5	*Summary in Korean	Summary in Korean	summary.docx	11.7 KB	Oct 22, 2018	Edit Data Download	<input type="checkbox"/>

3 Update File Order Remove Check All Clear All

4 ← Back Proceed →

Submission Steps

| General Information

○ **Note:** Enter general information related to your submission.

The screenshot displays the Editorial Manager submission interface. At the top, a navigation bar includes the Editorial Manager logo, a menu (HOME, LOGOUT, HELP, REGISTER, UPDATE MY INFORMATION, JOURNAL OVERVIEW, MAIN MENU, CONTACT US, SUBMIT A MANUSCRIPT, INSTRUCTIONS FOR AUTHORS, PRIVACY), a role dropdown (Author), and a username (xmlink). Below the navigation bar is a progress bar with seven steps: Article Type Selection, Attach Files, General Information (active), Review Preferences, Additional Information, Comments, and Manuscript Data. The General Information step is highlighted with a blue circle and a downward arrow. The main content area contains three sections: 'Region Of Origin' with a dropdown menu (KOREA, REPUBLIC OF), 'Section/Category' with a dropdown menu (None), and 'Classifications' with a plus sign. Each section has a 'Next' button. A red dashed box highlights the 'Region Of Origin' and 'Section/Category' sections. A red circle with the number 1 is next to the 'Region Of Origin' section. A red circle with the number 2 is next to the 'Section/Category' section. A red circle with the number 3 is next to the 'Proceed' button at the bottom right. The 'Proceed' button is highlighted with a red dashed box.

1 Enter or select Region of Origin, Section/Category, Classifications.

2 'Next' and '+': Expand each field to enter or select responses.

3 Click the 'Proceed'.

Submission Steps

| Review Preferences

- **Note:** Suggest Reviewers and/or Oppose Reviewers

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Role: Author Username: xlink

Article Type Selection ☒ Attach Files ☒ General Information ☒ **Review Preferences** ☒ Additional Information ☐

Please provide the requested information.

+ Request Editor

- Suggest Reviewers

Please suggest potential reviewers for this submission and provide specific reasons for your suggestion in the comment person. Please note that the editorial office may not use your suggestions, but your help is appreciated and may speed appropriate reviewers.

Current Suggested Reviewers List + Add Suggested Reviewer

There are currently no Suggested Reviewers in the list.

1 + Add Suggested Reviewer

1 + Oppose Reviewers

↓ Next

← Back **3** Proceed →

2 Enter Suggested Reviewer Details

Insert Special Characters

Given/First Name *

Middle Name

Family/Last Name *

Degree

Position

Institution

Department

E-mail *

Reason

- 1** Authors can be allowed to suggest reviewers who should or should not review their submission.
- 2** Use text boxes to enter Reviewer information.
✓ Information fields marked with asterisks (*) cannot be left empty.
- 3** Click the 'Proceed'.

Submission Steps

| Additional Information

○ **Note:** Custom questions that can be answered during the submission process.

The screenshot displays the Editorial Manager submission interface. At the top, a navigation bar includes the 'em Editorial Manager' logo, a menu with links like HOME, LOGOUT, HELP, REGISTER, UPDATE MY INFORMATION, JOURNAL OVERVIEW, MAIN MENU, CONTACT US, SUBMIT A MANUSCRIPT, INSTRUCTIONS FOR AUTHORS, and PRIVACY, and user information (Role: Author, Username: xlink). Below the navigation bar is a progress bar with seven steps: Article Type Selection, Attach Files, General Information, Review Preferences, Additional Information (highlighted with a blue arrow), Comments, and Manuscript Data. The main content area shows a 'Questionnaire' titled 'Please respond to the presented questions/statements.' with the question: 'Have you received informed consent for publishing clinical data including images?'. The question is followed by a red dashed box containing a red '1' and the text 'Answer Required:'. Inside this box are three radio button options: 'Please select a response' (selected), 'Yes', and 'No'. To the right of the options is the text 'Please select a response.' At the bottom right of the questionnaire is a red dashed box containing a red '2' and the 'Proceed' button, which is also highlighted with a red dashed box. To the left of the 'Proceed' button is a 'Back' button.

- 1 Types of questions: research ethics, clinical trials, data sharing, etc.
 - ✓ Additional Information questions are customized according to the society's policies.
- 2 Click the 'Proceed'.

Submission Steps

| Comments

○ **Note:** Enter your comments.

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Role: Author Username: xlink

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

Please provide the requested information.

Insert Special Character

Enter Comments

Please enter any additional comments you would like to send to the publication office. These comments will not appear directly in your submission.

1

2

Back Proceed

1 Enter any comments to be sent to the Editorial Office.

2 Click the 'Proceed'.

Submission Steps

| Manuscript Data

○ **Note:** Manuscript Data check

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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

↓ Next

+ Abstract

+ Keywords

+ Authors

+ Funding Information

2

3

← Back Save & Submit Later Build PDF for Approval →

- 1 Title, abstract, and author name may have been extracted from your manuscript file and have populated some or all of the fields.
✓ All required information must be provided in order to proceed to building your submission PDF.
- 2 ⚠ : Please carefully check all fields for accuracy.
- 3 ⚠ : If required information is missing or incorrectly completed.

Submission Steps

I Manuscript Data (Author Details)

○ **Note:** Edit Author Details in Manuscript Data

2 Edit Author Details

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

Insert Special Characters

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* **3** [Click/Register](#)
[What is ORCID?](#)

Position

Institution **4** Harvard Medical

Country or Region* Harvard University

Contributor Roles*
☐ Harvard University John A Paulson School of Engineering and Applied Sciences
☐ 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
☐ Ragon Institute

1 Current Author List

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

Heijin Joo

+ Add Another Author

+ Add Another Author

+ Funding Information

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

is missing. You may proceed for now
mission can be completed.

1 When the 'Pencil' is clicked, 'Edit Author Details' popup will appear.

2 Information fields marked with asterisks (*) cannot be left empty.

3 Enter the ORCID.
✓ If the author entered the ORCID when registering as a user, ORCID number is automatically extracted.

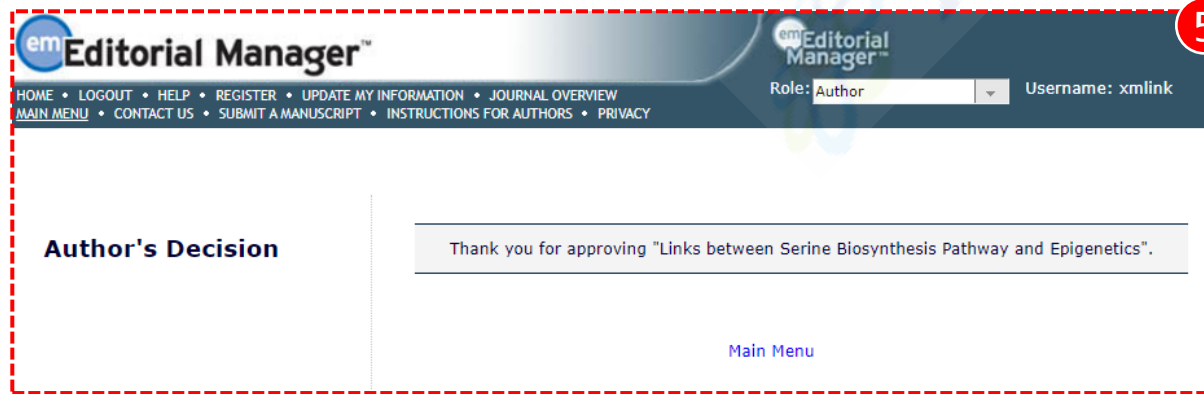
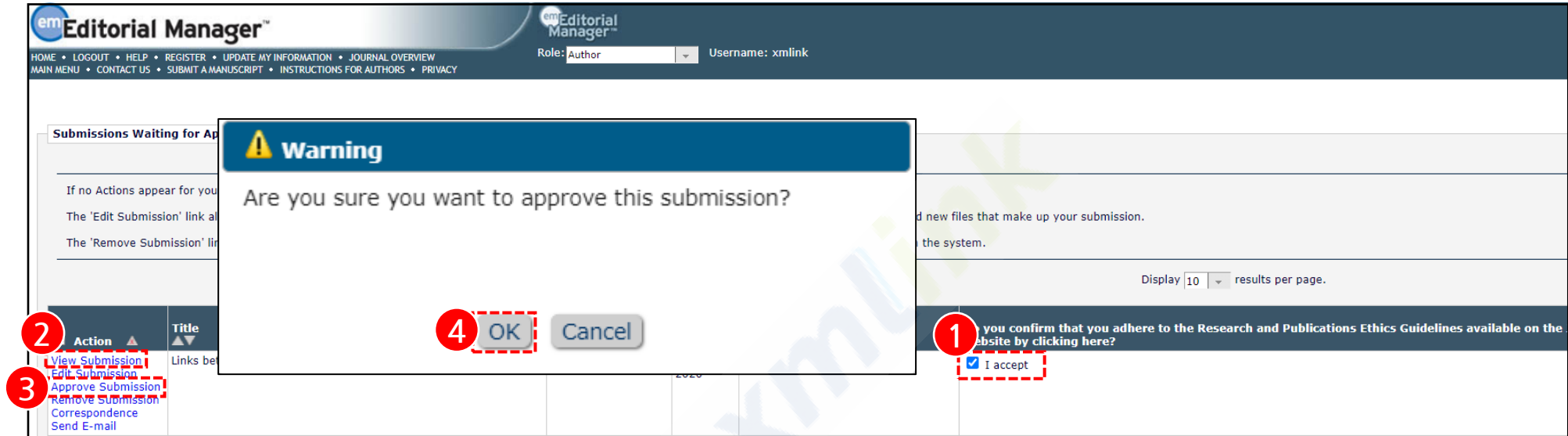
4 Institution name normalization: Ringgold.
✓ As the user begins to type the name of the institution, an authoritative, standard list of Institutions based on characters entered appears.

5 Click the 'Build PDF for Approval' in order to proceed to building your PDF and approving it.

Approving the PDF

| Approve Submission

○ **Note:** Final step of the EM manuscript submission process : Author PDF approval



- 1 Click the checkbox next to 'I accept'.
- 2 Click the 'View Submission' in order to the Author to view the PDF that was built.
✓ If the PDF is not created, please save and upload the files from the Attach Files step again.
- 3 'Approve Submission' allows the Author to complete the process and send the submission to the Editorial Office.
- 4 Click the 'OK'.
- 5 Success.