

Acute and Critical Care

Manual for
Reviewers

Manual for Reviewers

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Request for manuscript review

Request for manuscript review

심사위원으로 선임되면 아래와 같이 심사의뢰 요청 메일이 발송 됩니다.

1. 1차 심사 의뢰 시 심사 동의 여부를 전달하기 위한 "Agree, Decline" 버튼이 보입니다. 심사동의 여부는 사이트에 접속하셔서 하실 수 있습니다.
2. 로그인 비밀번호를 잊었을 경우 Login info를 클릭 하면 비밀번호를 새로 설정 할 수 있는 페이지로 이동합니다.

[redacted] Request for manuscript review : 1st

Sender : [redacted]
Recipient : [redacted]
Manuscript ID : [redacted]-5-0006
Title : [redacted]
[Agree OR Decline \(Deadline\) : ~ 2015/12/19](#)
Review Period : 2015/12/14 ~ 2015/12/28

Dear Dr. [redacted] :

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.

1

Your ID & Login information : [redacted]@m2community.co.kr / [Login info](#) **2**

Abstract

If you cannot review this manuscript, let us know within 5 days. If you can, then press "Agree" below.

You are kindly requested to visit [http://submit.\[redacted\].org/](http://submit.[redacted].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 2015/12/28.
If you will not be able to provide comments within this time frame, please let me know immediately by replying this e-mail.

Sincerely,
[redacted]
Editor-in-Chief
[redacted]

TEL: +82 [redacted]
FAX: +82 [redacted]
E-mail: k [redacted]
Website: [redacted].c.org

Reviewer Center

심사위원으로 로그인 하면 아래와 같이 “Reviewer Center” 바로가기 메뉴가 있습니다.

“Reviewer Center” 메뉴를 클릭 후 심사위원 화면으로 이동합니다.

로그인 후에는 사용자 권한에 따라서 이용가능한 메뉴가 자동으로 생성되므로 아래 화면과 다를 수 있습니다.

(Author Center, Reviewer Center, Editor Center, Manuscript Editor, English-proofreading, Editor-in-Chief, Publisher로 접속할 수 있습니다.)

The screenshot displays the 'Online Manuscript Submission' interface. On the left, there is a welcome message: 'Welcome to The Korean Journal of Critical Care Medicine 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.' On the right, a user is logged in, and a dropdown menu is open, showing 'Author Center' and 'Reviewer Center'. The 'Reviewer Center' option is highlighted with a red dashed box. A 'LOGOUT' button is visible on the right, and an 'Edit My Account' button is at the bottom.

Reviewer Main menu

심사의뢰 된 논문의 진행 상황을 확인하실 수 있습니다.

1. 심사 동의 대기중, 심사 진행중, 저자 수정중, 완료 된 논문 등 진행 상황별로 확인 및 심사 하실 수 있습니다.
항목별 앞에 숫자는 각 현황 별 논문 개수를 표기하고 있습니다.
2. 최초(1차) 심사 시, 논문 심사에 대한 동의 여부를 전달 합니다.
3. 수신 된 논문을 다시 한 번 확인하실 수 있습니다.

1 Reviewer Main Menu

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

2

Manuscript ID	Title	Type of Manuscript	Invitation Date	Agreement
15-0003		Original article	21-Aug-2015	Agree/Decline

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

- 6-0008 [redacted] review) (1st review) [delete]
- 5-001 [redacted] review) (1st review) [delete]

Awaiting Review Agreement

최초(1차) 심사 시, 논문 심사에 대한 동의 여부에 대해 의견을 전달 합니다.

논문 심사를 허락 할 경우에는 "Agree" 버튼을 클릭하시고, 거절할 경우에는 "Decline" 버튼을 클릭하시면 됩니다.

Email에서 동의 여부를 하셨으면, 더 이상 하실 필요 없습니다.

동의(Agree) 후에만 심사가 가능하며, Decline 일 경우 해당 논문에 대해서 심사를 할 수 없습니다.

동의 여부는 신속하게 전달해 주십시오.

Reviewer Main Menu

1 Reviewer Main

- 1 Awaiting Review Agreement
- 1 Manuscripts for Reviewer
- 1 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

6-0008	[redacted] (1st review)	✕
6-001	[redacted] (1st review)	✕

2

Manuscript ID	Title	Type of Manuscript	Invitation Date	Agreement
15-0003	[redacted]	Original article	21-Aug-2015	Agree/Decline

Awaiting Review Agreement

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

Manuscript ID	[redacted] 15-0003
Type of Manuscript	Original article
Reviewer	[redacted]
Title	[redacted]
Abstract	[redacted]
Invitation	<input type="radio"/> Agree <input type="radio"/> Decline

Confirm

Manuscripts for Reviewer

심사 동의 후 심사 진행중인 논문 목록을 확인할 수 있습니다.

Reviewer Main Menu

Reviewer Main

- 0 Awaiting Review Agreement
- 1 Manuscripts for Reviewer**
- 1 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

- 6-0008 [redacted] w:(1st review) [X]
- 6-001 [redacted] w:(1st review) [X]

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
1 16-0001 160001_0.pdf	[redacted]	Discussion	2 Under 1st Review Review	3 2016.01.13 ~ 2016.01.27	4 1st - Not Reviewed

- 1. Manuscript ID/Title:** 제목(Title) 및 pdf 파일을 클릭 하면 심사 할 논문의 상세 정보를 확인할 수 있습니다.
- 2. Status & Review:** 해당 논문에 대해서 심사를 하려면 "**Review**" 버튼을 클릭합니다.
- 3. Review Period:** 정해진 심사기간 이내에 심사를 하셔야 하며, 심사결과 제출 전에는 언제든지 심사하실 수 있습니다. (단, 심사 결과 제출시에는 수정이 불가능합니다.)
- 4. My Result:** 심사 결과 상태를 확인할 수 있습니다.

Manuscripts for Reviewer

논문 심사하기

Manuscript ID	Title	Type of Manuscript	Status & Review	Review Period	My Result
AJBC-16-0001 A 160001_0.pdf		Discussion	Under 1st Review Review	2016.01.13 ~ 2016.01.27	1st - Not Reviewed

Manuscripts for Reviewers

1st Reviewed | Review period : 2016.01.13 ~ 2016.01.27 | Manuscript ID : AJBC-16-0001

Type of Manuscript: Discussion

Title: ... in middle-aged women

Manuscript Files

Original file: File Download: A 160001_0.pdf

Review Result

Author's comment

Recommendation

Accept Minor revision Major revision Reject

	Originality	Scientific Importance	Experimental design	Adequacy of methods	Brevity and clarity
1) Originality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2) Scientific Importance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3) Experimental design	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4) Adequacy of methods	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5) Brevity and clarity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Review Comments

Comments to Authors

You can attach your comments :

Comments to Editors

6. Submit Temporary Save

1. 심사 차수, 심사기간, 논문 접수 번호를 확인 할 수 있습니다.
2. Type of Manuscript, Title, 심사 할 논문 pdf 파일 확인. Original file, 1st Revision file 등 심사 할 차수에 따라 저자가 업로드 한 파일을 확인 할 수 있습니다.
3. Recommendation을 체크 합니다.
4. 평가표를 작성합니다.
5. 저자 지적사항 및 편집위원 장에게 보내는 글을 작성합니다.
6. "Submit" 버튼은 제출 완료 입니다.(심사기간이 남아 있어도 수정할 수 없습니다.)
"Temporary Save" 버튼은 임시저장 입니다. (저장 후 심사 기간 내에 제출하시면 됩니다.)

Manuscripts in Revision

“Manuscript in Revision” 메뉴를 클릭하면 심사 완료 후 저자 수정중인 논문을 확인할 수 있습니다.

Reviewer Main Menu

Reviewer Main

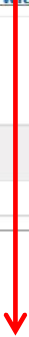
- 0 [Awaiting Review Agreement](#)
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- 0 [Manuscripts with Decision](#)

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

- 6-0008 [redacted] v:(1st review) [x]
- 6-001 [redacted] v:(1st review) [x]

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



Manuscripts in Revision

Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
16-0008	[redacted]	Original Article	In first revision	1st - Minor revision	1st : Minor revision

Manuscripts in Revision

[본인 심사결과 확인](#)

“My Result”를 클릭하면 본인의 심사결과를 확인할 수 있습니다. (2차, 3차도 동일)

Manuscripts in Revision

Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
16-0008		Original Article	In first revision	1st - Minor revision	1st : Minor revision

Review Result

1st Review

Date of submission of review opinion : 2016.01.15
Date of deadline in Review opinion : 2016.01.29

Manuscript ID	16-0008
Review Count	1st
Reviewer	
Type of Manuscript	Original Article
Title	
Author's comment	

Recommendation **Minor revision**

Comments to Authors

Attached file

Comments to Editor

> Print > Close

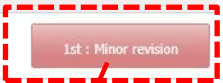
Manuscripts in Revision

[통합 심사결과 확인](#)

“Merge Result” 버튼을 클릭하면 편집위원장의 최종 심사결과 및 전체 심사평을 확인할 수 있습니다.

Manuscripts in Revision

Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
16-0008		Original Article	In first revision	1st - Minor revision	1st : Minor revision



Merge Result

[Review](#) Manuscript ID : 6-0008

Review Count	1st
Send Date	15-Jan-2016
Recommendation	Minor revision

Reviewer's Comments

Reviewer 1

Reviewer 2

> Print > Close

Manuscripts with Decision

심사가 완료된 논문 목록 및 심사 결과를 확인할 수 있습니다.

Reviewer Main Menu

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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

- 6-008 [redacted] w:(1st review) [X]
- 6-001 [redacted] w:(1st review) [X]

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



Manuscript ID	Title	Type of Manuscript	Status & Review	My Result	Merge Result
14-002 A_Journal_20140002_0.pdf	[redacted]	Original research	Accepted	1st - Minor revision	1st : Minor revision 2nd : Accept

Thank you