

Update: Migration to ScholarOne

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Current Status

<https://mc.manuscriptcentral.com/t-it>

The ScholarOne site has been created (27 January) and is currently undergoing testing by Alex Grant, Adriaan van Wijngaarden, Ezio Biglieri and Helmut Bölcskei. Additional AE testers are welcome.

There are a few small details still to be worked out prior to public launch (such as finalizing the list of keywords). Testing, site finalization and cut-over should be complete before the end of February.

Migration Strategy

Automated migration of papers and reviews from existing Pareja AE accounts is not possible. From cut-over date, new manuscripts will all be handled in ScholarOne, and existing manuscripts will remain in Pareja.

Although this means that AEs will have to manage two systems for a while, this avoids a loss of continuity with authors who already uploaded manuscripts to Pareja. While it is possible to manually migrate papers (by re-submitting them into ScholarOne, and re-entering all reviews), this is not desirable in most cases, and would lead to author and reviewer confusion.

The current author/reviewer contact database will be migrated automatically from Pareja.

Overview of Functionality

Users: Each user has their own account (with different access rights as appropriate, e.g. AE, EiC, Admin). The user database is searchable using a variety of search fields (including by keyword, or “related papers”). Users will be imported from Pareja (names & contact details only).

Workflow: Author submits paper (PDF - review copy automatically watermarked). Different paper types are allowed (regular, letter to editor, correction, book review). Admin checks and assigns to pre-assigned EiC (this allows us to have guest EiCs, to implement special issues). EiC assigns to AE, AE invites & assigns reviewers, Reviewers provide review comments (text or upload). AE makes final decision. Invited papers can also be handled, where Admin can create a paper “stub” for the invited authors.

Transparency: Authors can see what stage their manuscript is at (reviewers invited, assigned, in review, decision). EiC can easily determine overdue items (as well as many other useful reports and lists - even user definable ones)

Templates: Site-wide templates for all emails (from best practices documents). AEs can edit any manually-triggered emails prior to sending, e.g. invitations, decisions (this is configurable).

Reminders: Automatic email reminders to reviewers, authors (for revisions), and AEs (for each stage of manuscript handling), with default deadlines that can be modified on a per-reviewer basis by the AE. Default deadlines have been set from best practices document.

Reviewer Searching & Scoring: Upon receipt of a review, the AE can score the reviewer for timeliness and relevance of review. Reviewer averages can be seen by other AEs. Other useful data is given for reviews, e.g. number of current reviews/reviews in last 12 months.

Publication Assistance: Production checklist and page count functionality.

Training: ScholarOne provides training for EiCs and AE (at a cost).