

＜参考：その他の便利な機能＞

- データベースにいないREの登録を事務局へ依頼
- データベースにいないREの登録を自分で行い招聘
- **査読段階に関わらず査読結果を出す**
- Review依頼を断られた場合に次に指名するRE候補リストの作成

ログイン①

https://www.editorialmanager.com/cen/

Editorial Manager - Microsoft Internet Explorer

アドレス http://www.editorialmanager.com/cen/

clinical and experimental
nephrology

Not logged in. EM Version: 4.0

Important Message: Site under development. Do not use for live manuscript submission.

Springer
the language of science

Welcome to the
Online Manuscript Submission,
Review and Tracking System
for the journal
Clinical and Experimental Nephrology

We trust that you will find this Online Manuscript Submission, Review and Tracking System very user friendly. To make your start even easier, please find below a few instructions:

New Authors: Please click the 'Register' button from the menu above and enter the requested information. Upon successful registration you will be sent an e-mail with instructions to verify your registration.

Note:

- When you have received the system as 'Author'.

Authors: Please click the 'Submit Manuscript' button from the menu above to submit your manuscript and track its progress.

clinical and experimental
nephrology

em Editorial Manager

Not logged in.

HOME • **LOGIN** • HELP • REGISTER • UPDATE MY INFORMATION • JOURNAL OVERVIEW
MAIN MENU • CONTACT US • SUBMIT A MANUSCRIPT • INSTRUCTIONS FOR AUTHORS

ページが表示されました

LOGINをクリック。

ログイン ②

The screenshot shows the Editorial Manager login interface in a Microsoft Internet Explorer browser window. The browser's address bar displays the URL <http://www.editorialmanager.com/cen/>. The page header includes the journal title "clinical and experimental nephrology" and the Editorial Manager logo. A navigation menu contains links for HOME, LOGIN, HELP, REGISTER, UPDATE MY INFORMATION, JOURNAL OVERVIEW, MAIN MENU, CONTACT US, and SUBMIT A MANUSCRIPT. A red banner at the top of the content area reads "Important Message: Site under development. Do not use for live manuscript submission." The main content area is titled "LOG-IN" and features a "Please Enter the Following" form. The form has two input fields for "Username:" and "Password:". Below the form are buttons for "Author Login", "Reviewer Login", "Editor Login", and "Pub...". A yellow callout box with the text "1. User名とパスワードを入力" (1. Enter username and password) points to the input fields. Below the buttons are links for "Send Username/Password", "Register Now", and "Login Help". A second yellow callout box with the text "2. Editor Loginをクリック" (2. Click Editor Login) points to the "Editor Login" button. The footer of the page includes "Software Copyright © 2006 Aries Systems Corporation." and a status bar at the bottom of the browser window showing "ページが表示されました" (Page displayed) and "インターネット" (Internet).

clinical and experimental
nephrology

Editorial Manager™
Not logged in. EM Version: 4.0

Important Message: Site under development. Do not use for live manuscript submission.

LOG-IN

Please Enter the Following

Username:

Password:

Author Login Reviewer Login **Editor Login** Pub...

[Send Username/Password](#) [Register Now](#) [Login Help](#)

Software Copyright © 2006 Aries Systems Corporation.

1. User名とパスワード
を入力

2. Editor Loginをクリック

ページが表示されました インターネット

Main Menu

Associate Editor Main Menu

Submissions With:

0 Reviews Complete	1 Review Complete	2 Reviews Complete	3 Reviews Complete	4+ Reviews Complete
3	1	0	0	0

Search

[Search Submissions](#) | [Search People](#)

Editor 'To-Do' List

My Pending Assignments (2)

[New Assignments](#) (1)

Submissions with Required Reviews Co

[Submissions Requiring Additional Reviewers](#) (1)

Submissions with One or More Late Reviews (0)

Reviews in Progress (3)

[Reviewers Invited - No Response](#) (3)

[Submissions Under Review](#) (1)

<New Assignment>をクリック。

原稿の確認

View All Assigned Submissions

Contents: This page lists all submissions that have been assigned to an Editor, for which the Editor's decision has not yet been made. This includes submissions with Reviewers, submissions out for review, submissions requiring a decision, and submissions which have a subordinate Editor's decision but not a decision from the top of the decision-making chain.

Page: 1 of 1 (2 total submissions)

Display results per page.

Action 	Manuscript Number 	Article Type 	Article Title 	Author Name 	Initial Date Submitted 	Status Date 	Current Status 	Editor with Current Responsibility	View Decision 
View Submission Details History Undo Editor Assignment Download Files Edit Submission Notify Editor View Reviewer and Editor Comments	CEN- 2R1	Original article	Trial Manuscript	Amy Author	Mar 21, 2006	Apr 18, 2006	Editor Assignment Pending	Edward Editor-in-Chief	Accept with minor revision

<View Submission>をクリック

原稿内容の確認

The screenshot displays the Adobe Acrobat Professional interface. The main window shows a document titled "Editorial Manager(tm) for Clinical and Experimental Nephrology Manuscript Draft". The document content includes the following information:

- Manuscript Number: CEN- 4
- Title: CEN test manuscript 01
- Article Type: Original article
- Keywords: TEST
- Corresponding Author: Amy Author,
- Corresponding Author's Institution:
- First Author: Amy Author
- Order of Authors: Amy Author

The left sidebar shows a thumbnail view of the document pages, with page 1 highlighted. The top menu bar includes options like "ファイル(F)", "編集(E)", "表示(V)", "文書(D)", "注釈(C)", "ツール(T)", "アドバンス(A)", "ウインドウ(W)", and "ヘルプ(H)". The top toolbar contains various icons for file operations, PDF creation, and security. The bottom status bar shows the page number "1 / 8".

原稿の詳細、Cover Letterを確認

New Editor Assignments for Andy Associate Editor

Contents: These are submissions that have been Assigned to the Editor. They require one of the following: another Editor assignment, Reviewer invitations, or Decision up/down arrows to change the sort order.

Page: 1 of 1 (1 total submissions)

Display results per page.

Action 	Manuscript Number 
View Submission Details History Invite Reviewers Submit Editor's Decision and Comments Send E-mail	CEN- 4

Editor Details - Microsoft Internet Explorer

Details for Manuscript Number CEN- 4 "CEN test manuscript 01"

[Manuscript Notes](#) [Editors](#) [Reviewers](#) [Alternate Reviewers](#)

Corresponding Author:	Amy Author Any Town, XX UNITED STATES
Corresponding Author E-Mail:	karen.cullen@springer.com ; m-tomita@svt-eps.co.jp
Author Comments:	Turkey
Other Authors:	
Article Type:	Original article
Keywords:	TEST
	Clinical Nephrology; Primary Glomerular Disease; Secondary Glomerular Disease; Nephrotic Syndrome; Mellitus; Tubulointerstitial Disease; Hereditary Disease; Urological Disease; Electrolyte/Acid-Base Disorders; Acute Renal Failure; Chronic Renal Failure; Hemodialysis; Dialysis; Plasma Exchange/Apheresis/Others; Kidney Transplantation; Clinical Nephrology; Community Health Care; Others; Renal Hemodynamics/Hypertension; Hypertension: Clinical; Renal Hemodynamics; Vasoactive Substance; Others; Bone Metabolism;

Detailsをクリックし、Cover Letterの内容および原稿の詳細を確認

すぐに査読結果を出す1

New Editor Assignments for Andy Associate Editor

Contents: These are submissions that have been Assigned to the Editor. They require one of the following: another Editor assignment, Reviewer invitations, or Decision. Use the up/down arrows to change the sort order.

Page: 1 of 1 (1 total submissions)

Display results per page.

Action 	Manuscript Number 	Article Type 	Article Title 	Author Name 	Initial Date Submitted 	Status Date 	Current Status 
View Submission Details History Invite Reviewers Submit Editor's Decision and Comments Send E-mail	CEN- 4	Original article	CEN test manuscript 01	Amy Author	Apr 26, 2006	May 08, 2006	Editor Assignment Pending

<Submit Editor's Decision and Comments>をクリック。

すぐに査読結果を出す2

AEの査読結果の入力画面全体像
詳しくは次のページから

nts for Manuscript Number CEN-D-06-00004
s for review”

Decision:

Cancel

Save & Submit Later

Proof & Print

Proceed

[Details](#)

[History](#)

[Invite Reviewers](#)

[View Manuscript Rating Card](#)

	Original Submission
Andy Associate Editor (Associate Editor)	No Decision
Mary Managing Editor (Managing Editor)	No Decision
Edward Editor-in-Chief (Editor-in-Chief)	No Decision
Author Decision Letter	

Confidential Comments to Editor:

[Insert Special Character](#)

Open in New Window

CONFIDENTIAL COMMENTS TO THE EDITOR-IN-CHIEF:

Reviewer, Richard Reviewer: CLINICAL AND EXPERIMENTAL NEPHROLOGY
REVIEW COMMENT SHEET

Is this paper appropriate for the Clinical and Experimental Nephrology?
 Yes

Comments to Author:

[Insert Special Character](#)

Open in New Window

Reviewer #3: Please revise your manuscript based on my comment.

すぐに査読結果を出す3

Associate Editor Decision and Comments for Manuscript Number CEN-D-06-00004 “This is for review”

Decision: No Decision

[Details](#) [History](#) [Manuscript Rating Card](#)

	Original Submission
Andy Associate Editor (Associate Editor)	No Decision
Mary Managing Editor	
Edward Editor-in-Chief	
Author Decision Letter	

1. 査読結果を選択する

Confidential Comments to Editor:

[Insert Special Character](#)

If yes, would you like to write the editorial?

Yes

No

If not, can you recommend someone else? _____

CONFIDENTIAL COMMENTS TO THE EDITOR:

2. EICへのコメントを記入

すぐに査読結果を出す4

Comments to Author:

[Insert Special Character](#)

Open in New Window

3. 著者へのコメントを入力

Cancel

Save & Submit Later

Proof & Print

Proceed

4. Proceedをクリック

入力した内容の確認画面

Draft Decision for Manuscript Number CEN-4 “CEN test manuscript 01”

[Back](#) [Edit Decision](#) [Print](#) [Submit Decision](#)

Decision: *Acceptable with minor revision*

Confidential Comments to Editor

If this paper is finally accepted and published in the Gastric Cancer, would you write

- Yes
- No

内容を確認したら、
<Submit Decision>をクリック。

AEのとりまとめ結果がEICへ送られる

Thank you for submitting a Decision on Manuscript Number CEN- 4

E-mail has been sent to the appropriate parties.

[Return to Submissions with Required Reviews Complete](#)

[Return to Main Menu](#)

査読結果のとりまとめ作業は完了です

最終判断の結果を確認①

Associate Editor Main Menu

Submissions With:

0 Reviews Complete	1 Review Complete	2 Reviews Complete	3 Reviews Complete	4+ Reviews Complete
0	0	0	0	0

Search

[Search Submissions](#) | [Search People](#)

Editor 'To-Do' List

- My Pending Assignments (0)
 - New Assignments (0)
 - Submissions with Required Reviews Complete (0)
 - Submissions Requiring Additional Reviewers (0)
 - Submissions with One or More Late Reviews (0)

- Reviews in Progress (0)
 - Reviewers Invited - No Response (0)
 - Submissions Under Review (0)

Submissions with Decisions

- [My Assignments with Decision \(2\)](#)
- [My Assignments with Final Disposition \(1\)](#)

担当した原稿の最終結果を確認したい場合は、

<My Assignments with Decision>をクリック

最終判断の結果を確認②

Assignments With a Decision by Andy Associate Editor

Contents: Submissions to which you have been assigned, and have already made a decision. Additional decisions may be required if there is more than one Editor in the decision-making chain.

Accept/rejectの場合は、メールで通知されますが、途中で状況を知りたい場合は、時々ログインしご確認ください。

Display results per page.

Action 	Manuscript Number 	Article Type 	Article Title 	Author Name 	Initial Date Submitted 	Status Date 	Current Status 	Edit Decis 
View Submission Details History View Reviewer and Editor Comments Send E-mail	CEN- 4	Original article	CEN test manuscript 01	Amy Author	Apr 26, 2006	May 09, 2006	Accept	Acceptable
View Submission Details History View Reviewer and Editor Comments Send E-mail	CEN- 3R1	Original article	A Trial Manuscript	Amy Author	Apr 17, 2006	Apr 18, 2006	Accept	Acceptable

Page: 1 of 1 (2 total submissions)

Display results per page.

＜View Reviewer and Editor Comments＞で著者へ送付する前のオリジナルコメントを確認できます。＜Acceptable＞となっているところをクリックすると、著者へ送ったDecisionメールの内容がオープンします。