RV Guide 0.8.1

FUJIPRESS MANUSCRIPT MANAGER

Fuji Technology Press Ltd.

Contents

1. Account Creation and Management

Please refer to the Authors Guide.

2. Log in

Please refer to the Authors Guide.

3. Dashboard

On your Dashboard you can see the most recent papers assigned to you. You can quickly navigate to a paper's details by clicking on the ID.

4. Accepting an Assignment

Once a paper has been assigned to you, you have the option to Accept or Reject the invitation.

When you view the paper, you have been invited to, you will see the following page:
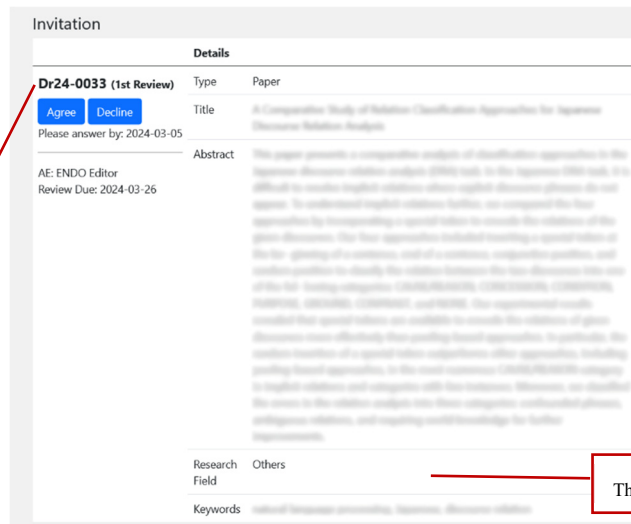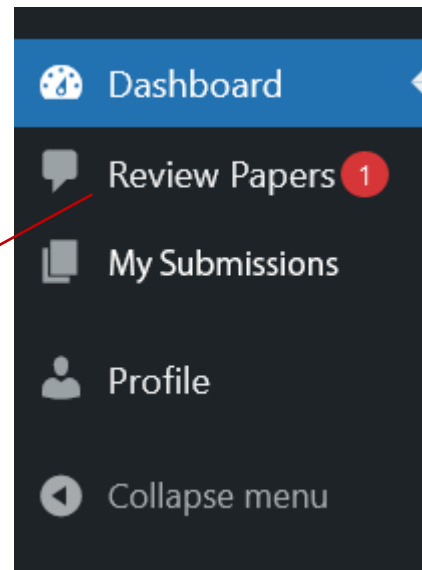

Once you have made your decision, click on or **Agree** to **Decline** accept or reject the invitation.

5.   Reviewing a Paper

Once you have accepted a paper to review, you will be able to access it from your Reviewer Dashboard.

You can click on the Review Papers tab of the side menu to view all the papers you are currently reviewing.

Review Pane

On the Review Pane you will be able to give your review score.

Please select a Recommendation of Accept, Conditionally Accept, Revise and Resubmit or Reject.

Once you have filled in your review, click on **Submit Review** to finalize your review.

You can also save your review as a draft, if you wish to return to it later.

In the case of re-review, the past review results and the author's responses and revised manuscripts will be displayed below the response form for the current review.

Reminder Email

If the following situation, the reminder emails are sent automatically from the system:

Subject	When
Invitation letter to review	3 days after Reviewer invitation
3 Days Before Review Deadline	3 days before the review deadline
Review Deadline Today	The day of the review deadline
Review Deadline Passed	3 days after the review deadline

FUJI TECHNOLOGY PRESS LTD.

Links & Resources

Official Website: https://www.fujipress.jp/

JRM: https://www.fujipress.jp/jrm/rb-about/

IJAT: https://www.fujipress.jp/ijat/au-about/

JDR: https://www.fujipress.jp/jdr/dr-about/

JACIII: https://www.fujipress.jp/jaciii/jc-about/

For authors: https://www.fujipress.jp/jaciii/jc-authors/

Article Search: https://www.fujipress.jp/search/

Overleaf guide on TeX: https://www.overleaf.com/learn

Link to Creative Commons: https://creativecommons.org/licenses/by-nd/4.0/deed.en