

GETTING STARTED. MANUALS FOR REVIEWER.

Follow our step-by-step instructions to start the reviewing process.

Step 1

Log in your account and select the **REVIEWER** role on the top menu. You will see your reviewer main menu.

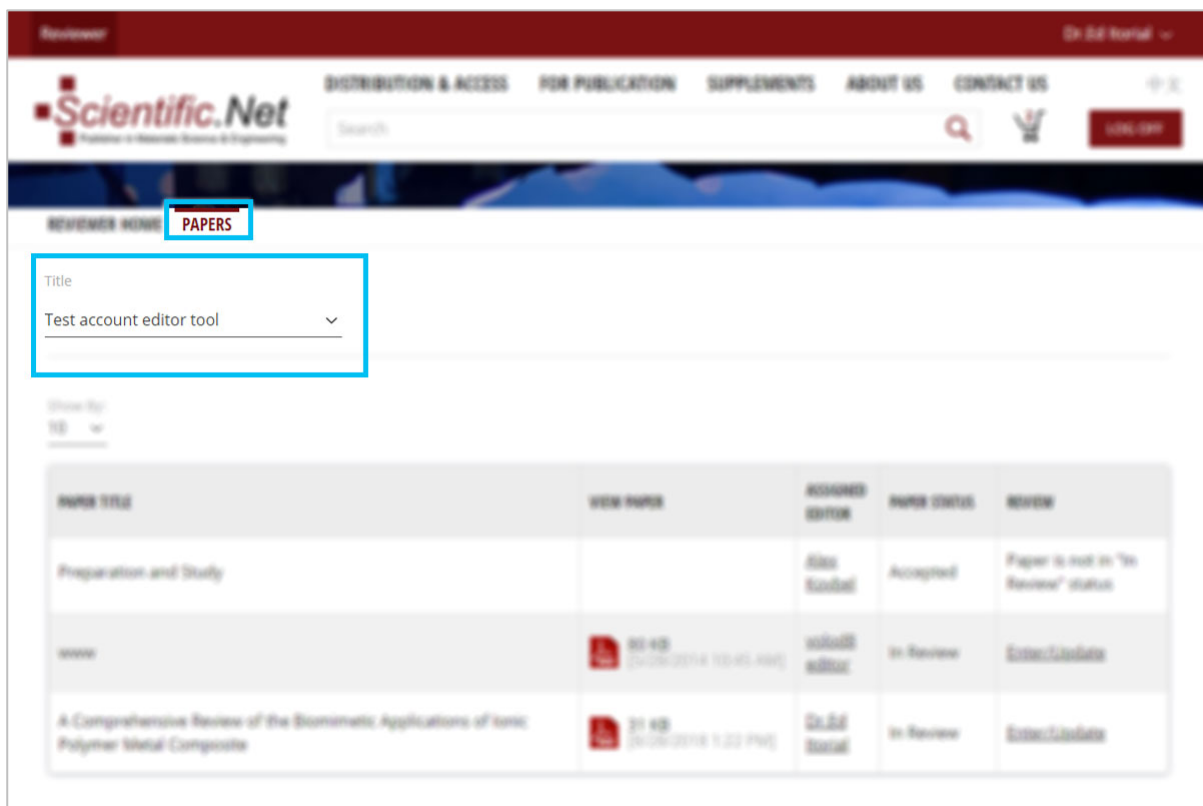
Menu tabs for Reviewers comprises two sections:

REVIEWER HOME PAPERS



Step 2

Click on **PAPERS** section, then **Title** choosing appropriate Journal, Conference Proceeding or Volume.



Step 3

Here you can see list of papers.

In **VIEW PAPER** tab you can **download PDF file** by clicking on the icon

The screenshot shows the Scientific.Net reviewer interface. At the top, there's a navigation bar with links: DISTRIBUTION & ACCESS, FOR PUBLICATION, SUPPLEMENTS, ABOUT US, CONTACT US. Below this is a search bar and a 'LOG IN' button. The main content area has a 'PAPERS' tab highlighted. Below the tab, there's a table with columns: PAPER TITLE, VIEW PAPER, ASSIGNED EDITOR, PAPER STATUS, and REVIEW. The table lists three papers. The second and third papers have PDF download icons in the 'VIEW PAPER' column, which are highlighted by a red box. The first paper is 'Preparation and Study', the second is 'www', and the third is 'A Comprehensive Review of the Biomechanical Applications of Ionic Polymer Metal Composite'.

PAPER TITLE	VIEW PAPER	ASSIGNED EDITOR	PAPER STATUS	REVIEW
Preparation and Study		Site Local	Accepted	Paper is not in "In Review" status
www	80 KB [5/28/2014 10:45 AM]	Editor Editor	In Review	Enter/Update
A Comprehensive Review of the Biomechanical Applications of Ionic Polymer Metal Composite	31 KB [8/28/2018 1:22 PM]	Dr. Ed. Local	In Review	Enter/Update

Step 4

Click **Enter/Update** in **REVIEW** tab to launch a review process.

The screenshot shows the Scientific.Net reviewer interface, similar to the previous one. The 'PAPERS' tab is highlighted. The table structure is the same. The 'REVIEW' column for the second and third papers now contains 'Enter/Update' links, which are highlighted by a red box. The first paper remains 'Preparation and Study', the second is 'www', and the third is 'A Comprehensive Review of the Biomechanical Applications of Ionic Polymer Metal Composite'.

PAPER TITLE	VIEW PAPER	ASSIGNED EDITOR	PAPER STATUS	REVIEW
Preparation and Study		Site Local	Accepted	Paper is not in "In Review" status
www	80 KB [5/28/2014 10:45 AM]	Editor Editor	In Review	Enter/Update
A Comprehensive Review of the Biomechanical Applications of Ionic Polymer Metal Composite	31 KB [8/28/2018 1:22 PM]	Dr. Ed. Local	In Review	Enter/Update

Step 5

In the opened page you will see **Recommendation, Checklist, Remarks and Attachment**.

Please complete all questionnaires in **Recommendation, Checklist** fields, once Paper is read.

Review

Title: Title for testing
 Paper: www
 Author(s):

A. Recommendation (Please check appropriate option)

☐ Publish as is
☐ Publish after optional minor revision
☐ Publish after mandatory minor/major revision
☐ Reject

B. Checklist

1. Is the manuscript of high scientific quality?	<input type="radio"/> Yes	<input type="radio"/> No	
2. Is the manuscript free from errors?	<input type="radio"/> Yes	<input type="radio"/> No	
3. Is the paper well organized?	<input type="radio"/> Yes	<input type="radio"/> No	
4. Is the title appropriate?	<input type="radio"/> Yes	<input type="radio"/> No	
5. Are the references to related work adequate?	<input type="radio"/> Yes	<input type="radio"/> No	
6. Is the English satisfactory?	<input type="radio"/> Yes	<input type="radio"/> No	
7. Are the figures clear?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Not applicable
8. Are the tables clear?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Not applicable

Summarize them and create comments filling the **Remarks** field.

7. Are the figures clear? ☐ Yes ☐ No ☐ Not applicable
 8. Are the tables clear? ☐ Yes ☐ No ☐ Not applicable

C. Remarks

i Please, summarize the reasons for your overall recommendation and provide us with helpful suggestions (especially regarding "No" answers on the Checklist) to improve the manuscript

Your Comment

D. Attachment (additional comments can be uploaded here as Word or PDF)

On **Attachment** field you can attach file(s) with further comments if you need.

D. Attachment (additional comments can be uploaded here as Word or PDF)

No attachment

No file chosen

i Important: Once your report is submitted, no more changes can be made

On the bottom of this page there are some buttons with options for saving your Report.

Please choose and click the appropriate one. If you feel ready to submit your Report to an Editor, just choose this button and press it.

Please remember, clicking on **Submit to Editor** you will not be capable to make further changes in your Report.

3. Attachment (additional comments can be uploaded here as Word or PDF)

No attachment

No file chosen

Important: Once your report is submitted, no more changes can be made

Step 6

You can verify the Status of Your Paper in **PAPERS** on the **PAPER STATUS** tab to be assured that you have made all proper steps.

Scientific.Net Publisher in Materials Science & Engineering				
DISTRIBUTION & ACCESS FOR PUBLICATION SUPPLEMENTS ABOUT US CONTACT US				
SEARCH				
REVIEWER MENU				
PAPERS				
Test account editor test				
Show By: 10				
PAPER TITLE	WORD PAPER	ACCOUNT EDITOR	PAPER STATUS	REVIEW
Preparation and Study		Editor	Accepted	Paper is not in "In Review" status
www	92 KB (2-28-2018 10:45 AM)	editor	In Review	Submit/Cancel
A Comprehensive Review of the Biomimetic Applications of Ionic Polymer Metal Composite	91 KB (2-28-2018 1:22 PM)	Dr. Ed. Normal	In Review	Submit/Cancel

GOOD LUCK!