










**Site:**

<http://www.iseki-food-ejournal.com/>

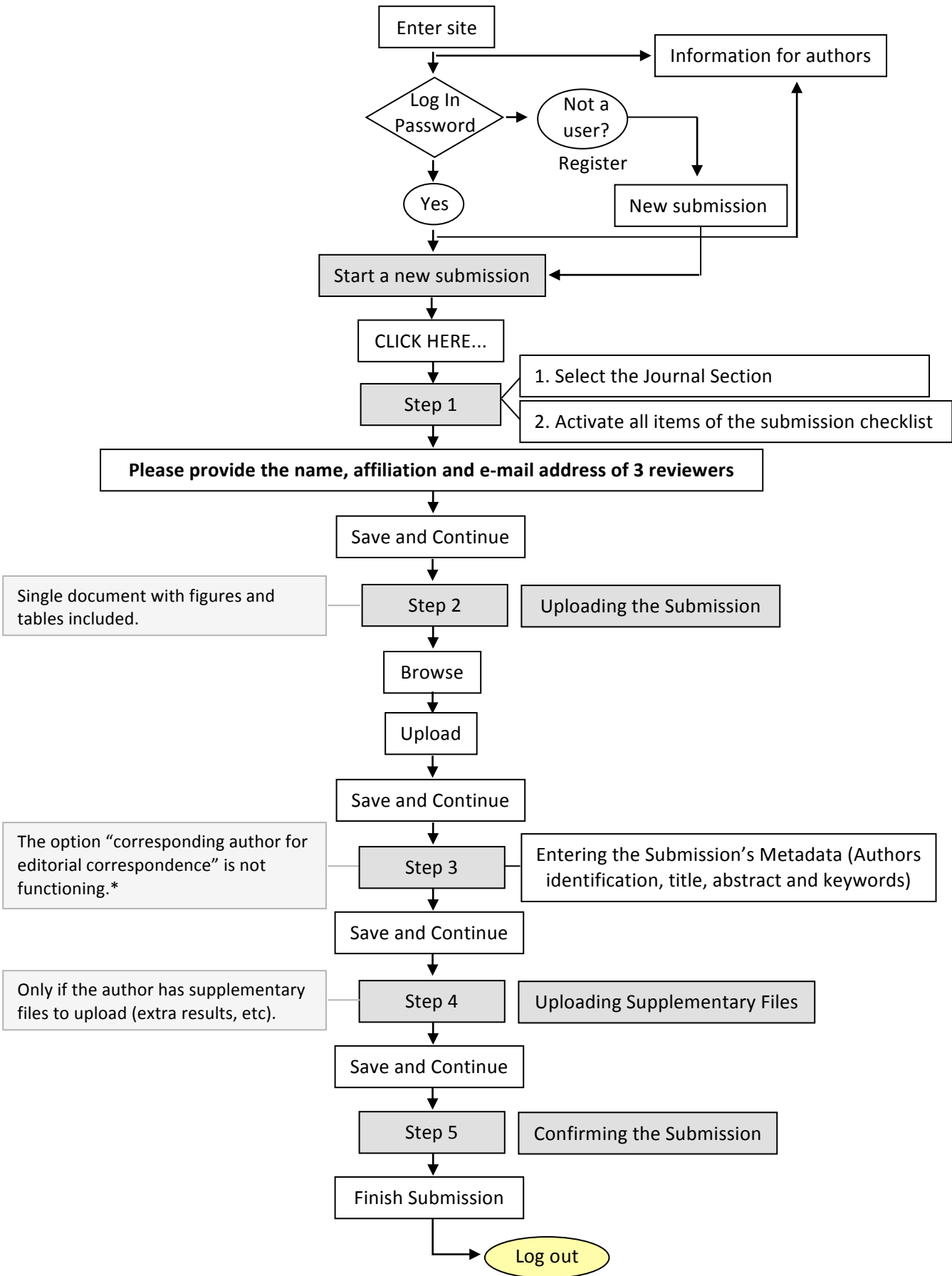
**Circuit → From submission to the publication:**

1. Author 
2. Associate Editor 
3. Reviewer 
4. Associate Editor 
5. Author 
6. Associate Editor 
7. Copyeditor I 
8. Associate Editor 
9. Copyeditor II 
10. Author 
11. Copyeditor 
12. Associate Editor 
13. Layout Editor 
14. Associate Editor 
15. Author 
16. Associate Editor 
17. Layout Editor 
18. Editor in Chief 

**IMPORTANT NOTES TO UNDERSTAND BETTER THE FOLLOWING DIAGRAMS:**

1. The dark grey boxes are titles, not actions.
2. The light grey boxes are comments to elucidate some steps.
3. The boxes with no colour are actions.
4. The number in the right corner of each page is the sequence number of the submission process. This sequence must be followed.

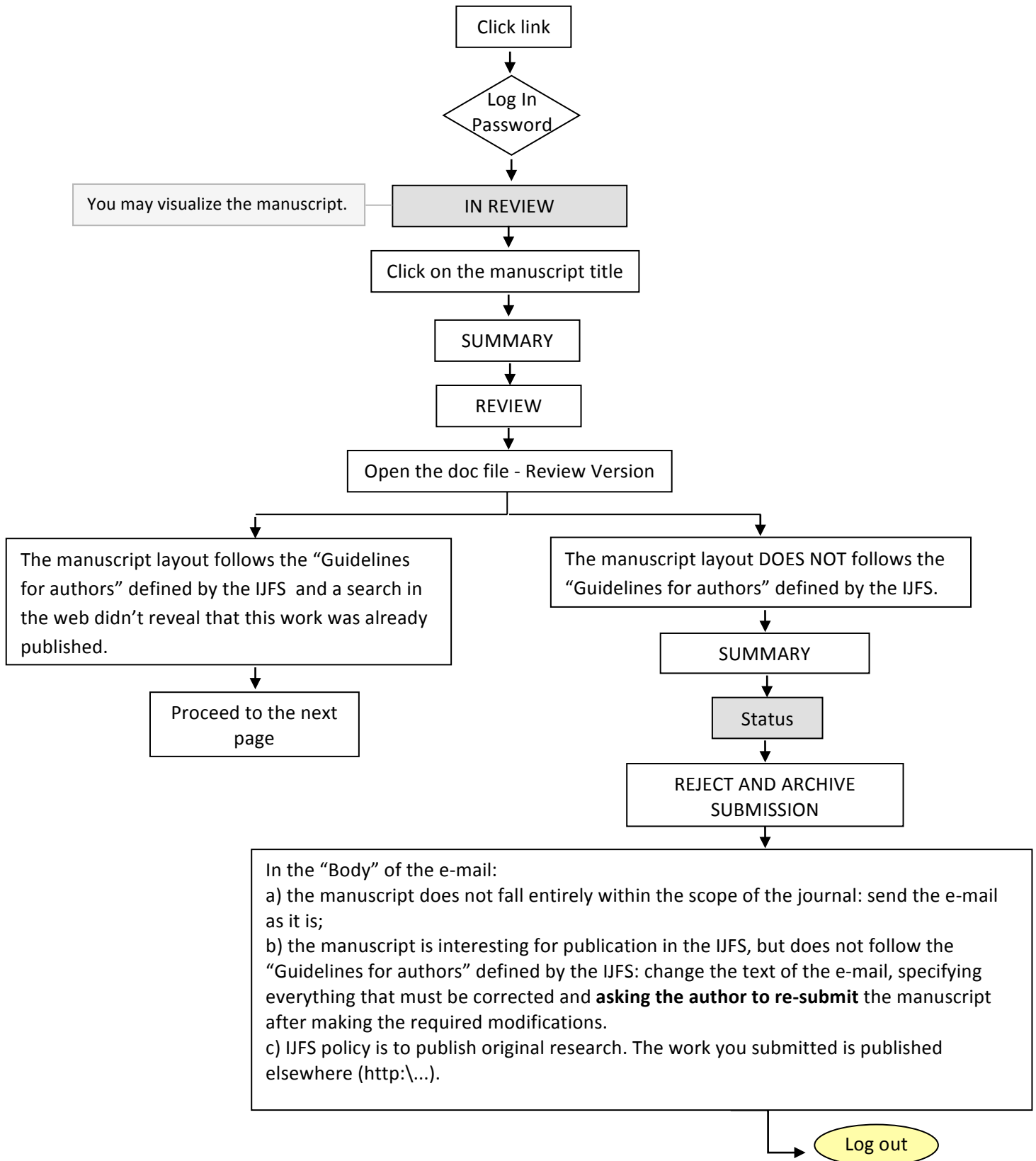
ARTICLE SUBMISSION



NOTES: \* The corresponding author is always the person that logged in.

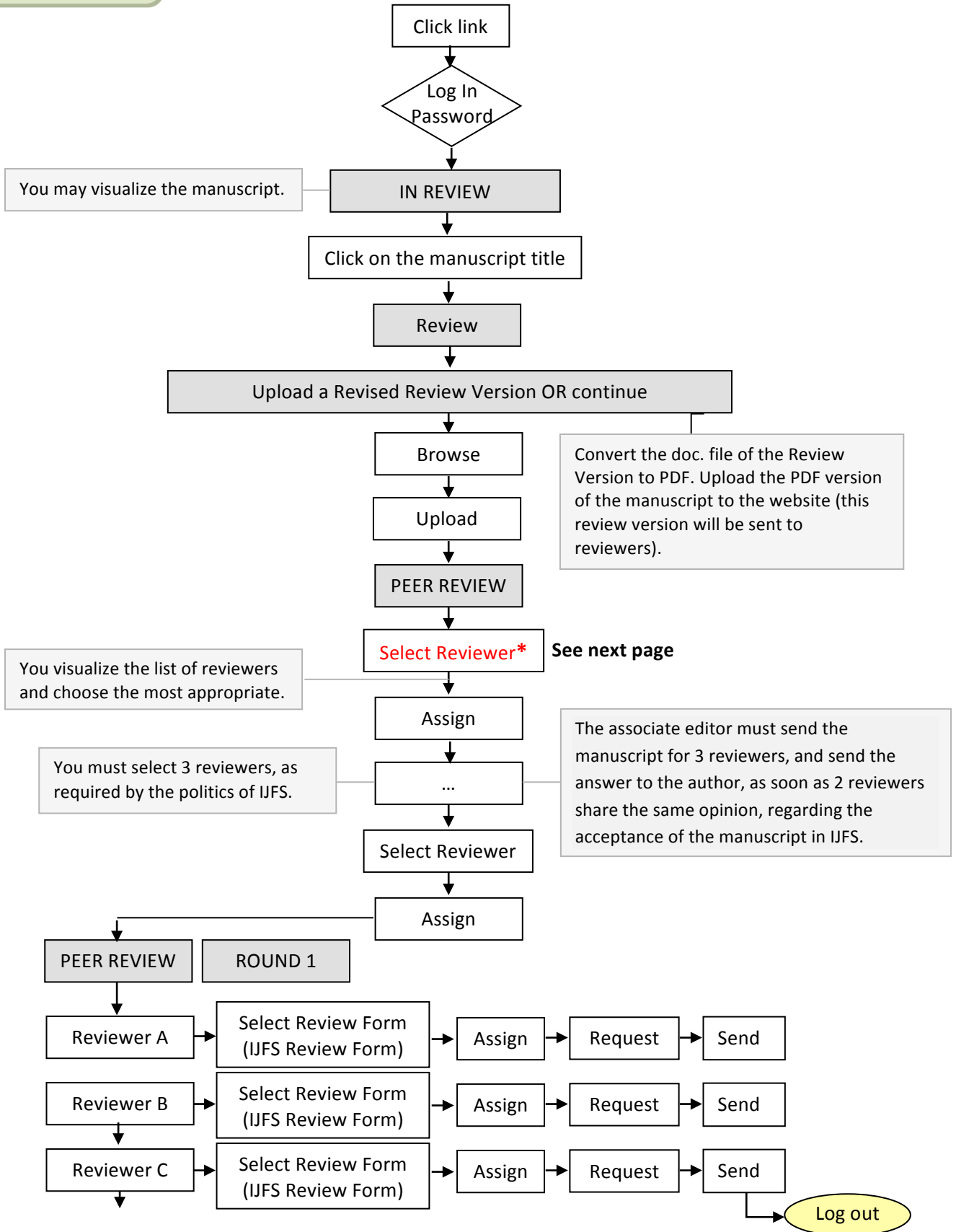
NOTIFICATION!  
Editorial assignment

A MANUSCRIPT HAS BEEN SUBMITTED – the article does not fall entirely within the scope of the journal OR it does not follow the “Guidelines for authors”

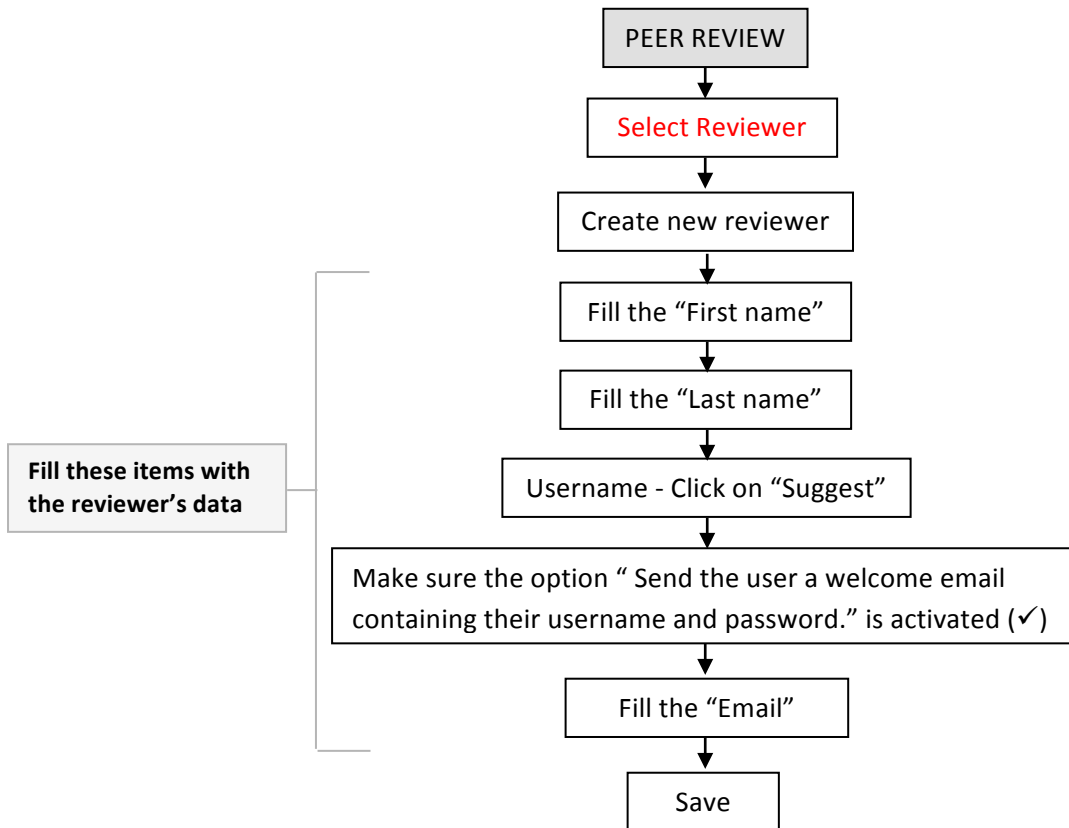


NOTIFICATION!  
Editorial assignment

A MANUSCRIPT HAS BEEN SUBMITTED - the manuscript is interesting for publication in the IJFS and the article template is in accordance with the "Guidelines for authors"



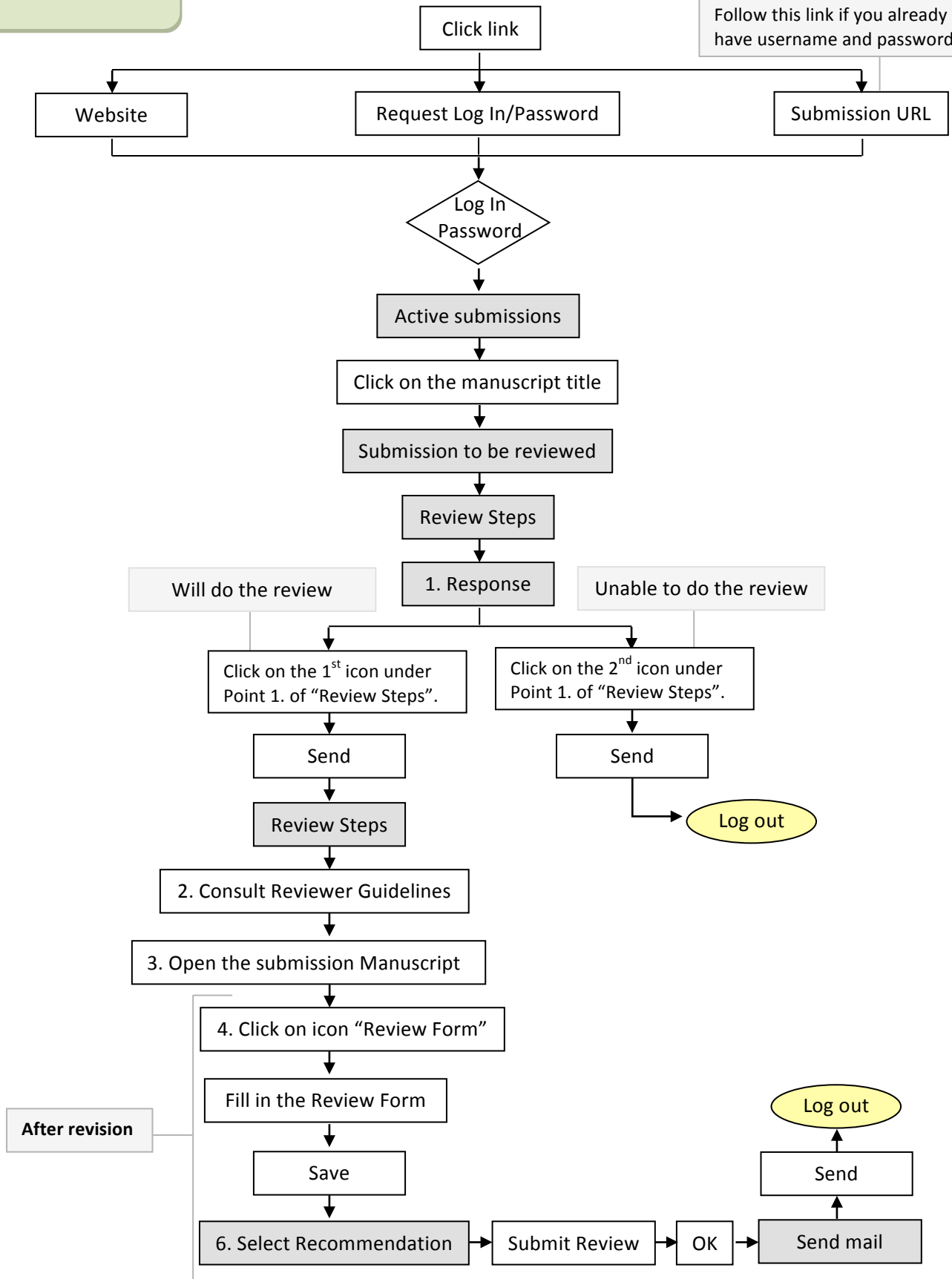
**\*Select reviewer – THE ASSOCIATE EDITOR MAY CREATE A NEW REVIEWER INSTEAD OF SELECTING ONE OF THOSE ALREADY REGISTERED**



NOTIFICATION!

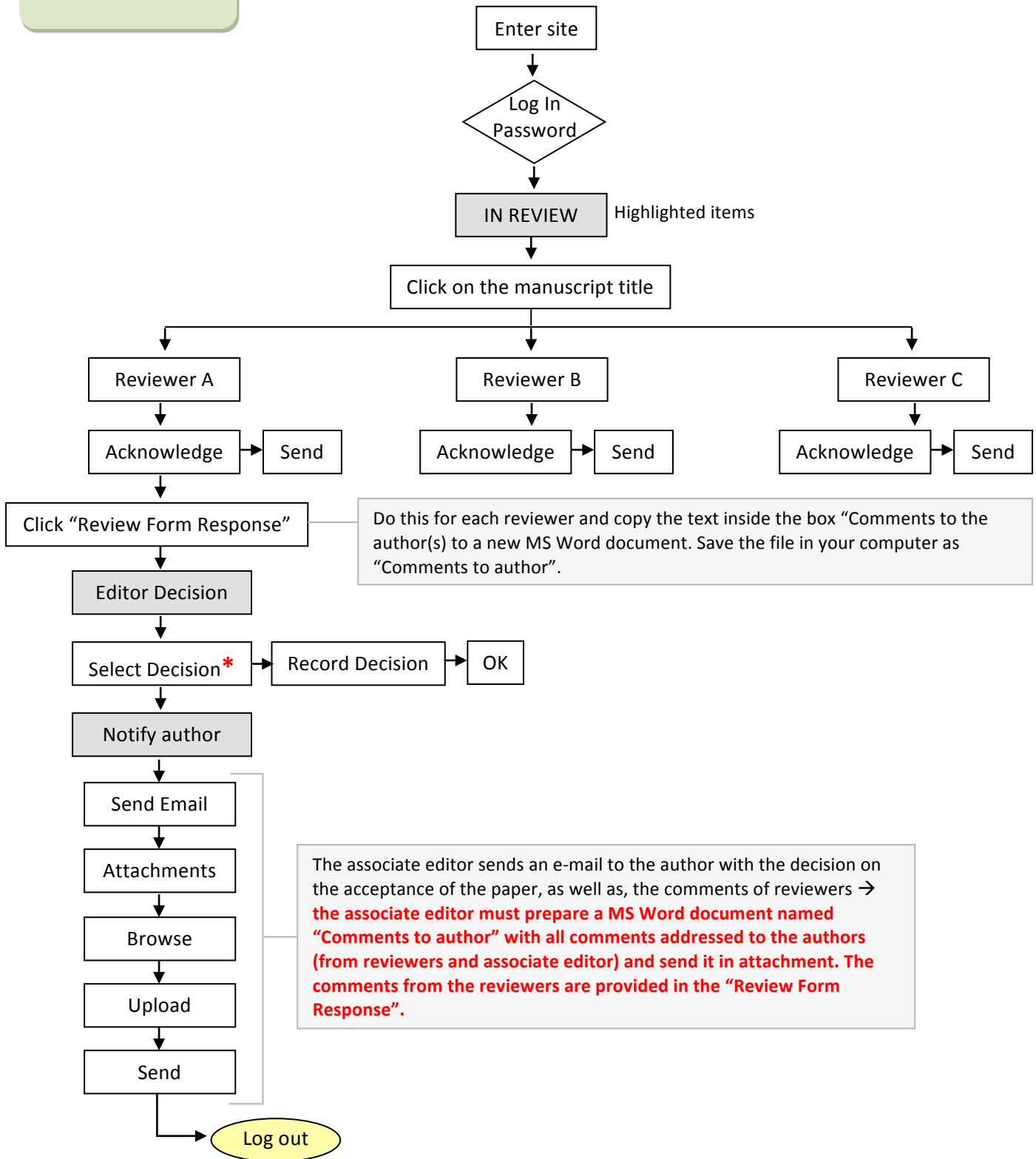
REVIEW PROCESS

Follow this link if you already have username and password.



NOTIFICATION!

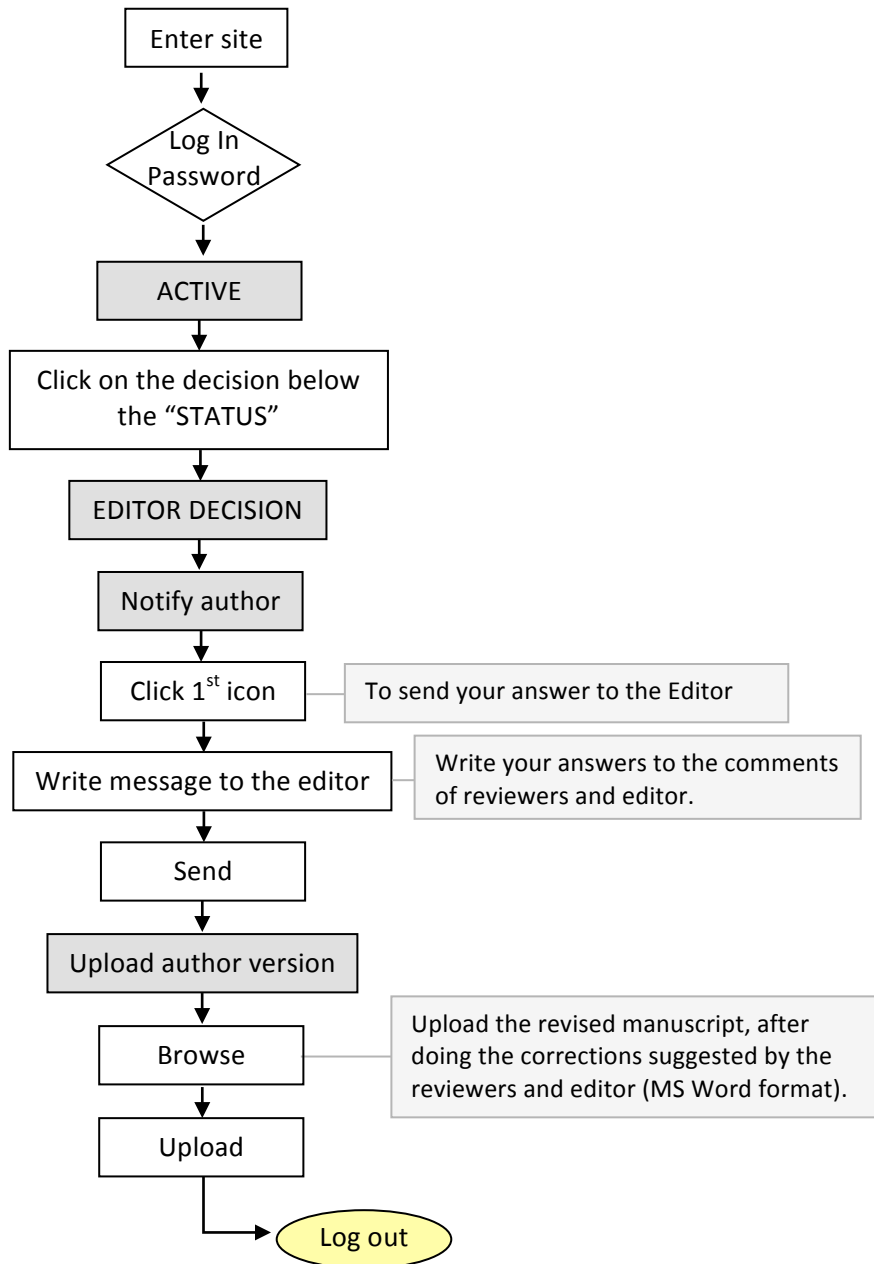
A MANUSCRIPT HAS BEEN REVIEWED



\* There are 4 possible options: "Accept submission": the manuscript will be accepted without revisions, "Revisions required": the manuscript will be accepted after minor revisions have been made, "Resubmit for review": the manuscript needs to be significantly re-worked, but with the appropriate changes, may be accepted, and "Decline submission": the manuscript will not be published in the journal.  
**The option "Accept Submission" is selected only if no modifications are required or after corrections by the author according with the Reviewers recommendations.**

NOTIFICATION!

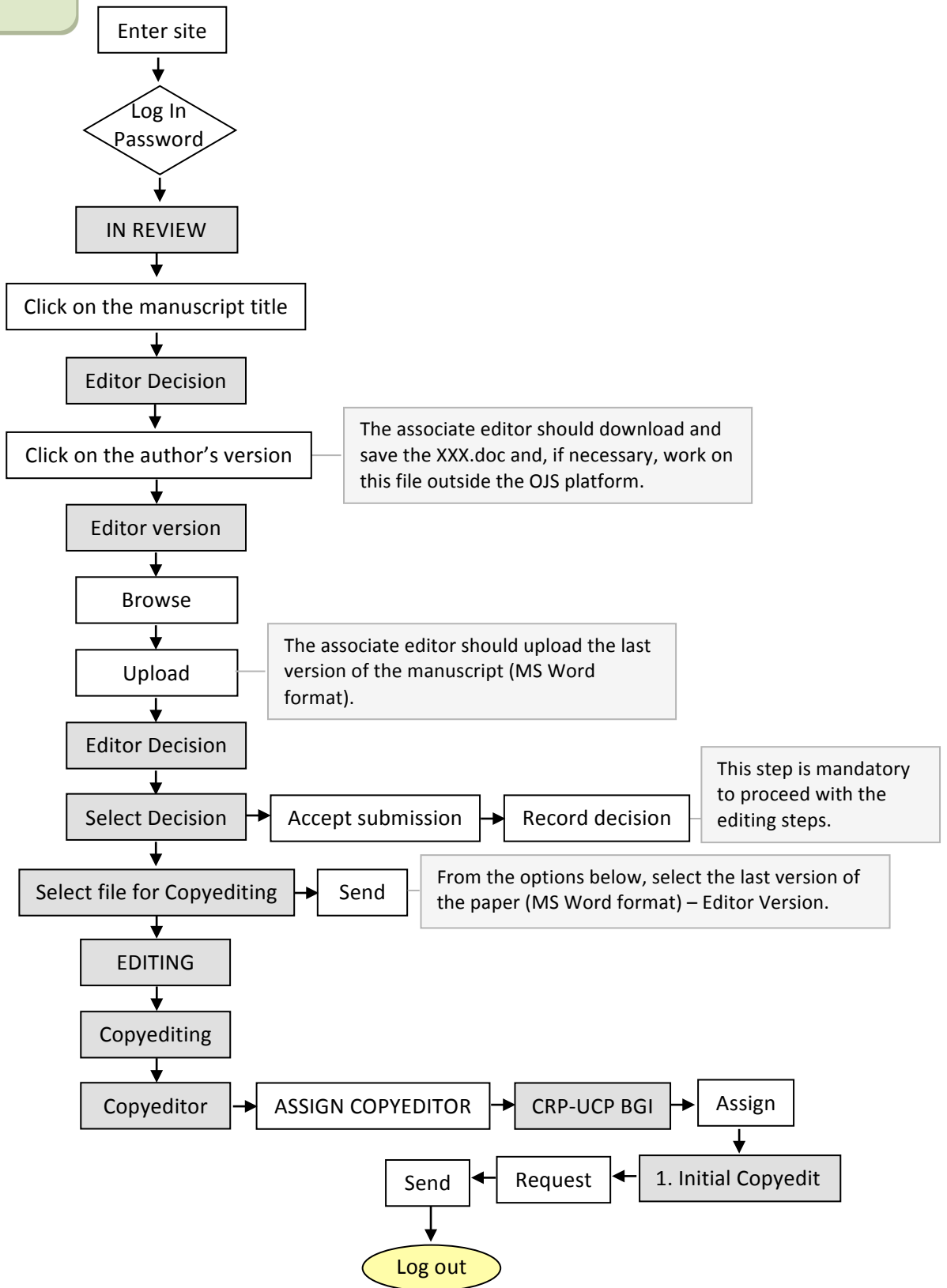
REVIEWED ARTICLE SUBMISSION





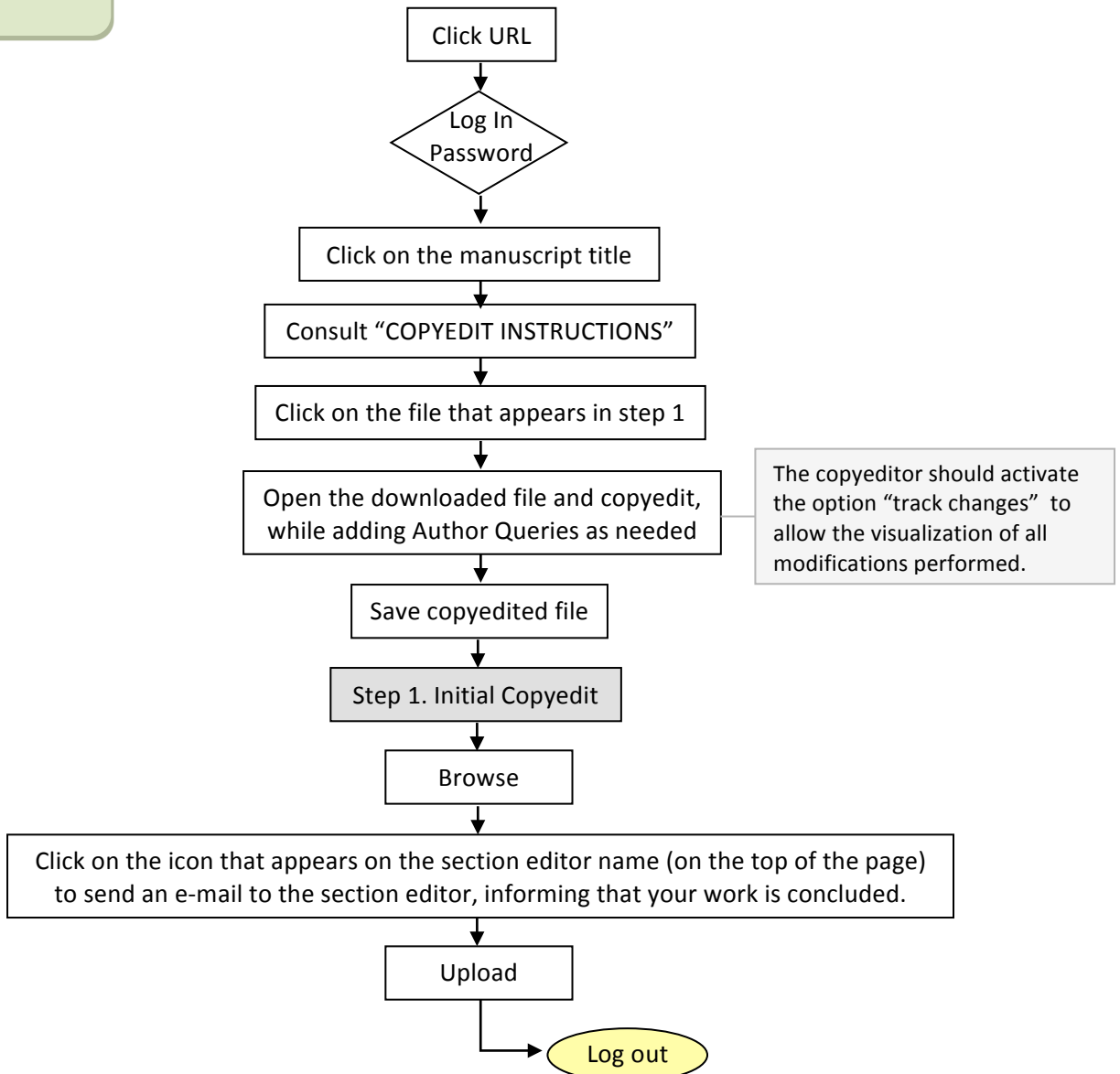
NOTIFICATION!

A REVISED MANUSCRIPT HAS BEEN UPLOADED BY THE AUTHOR



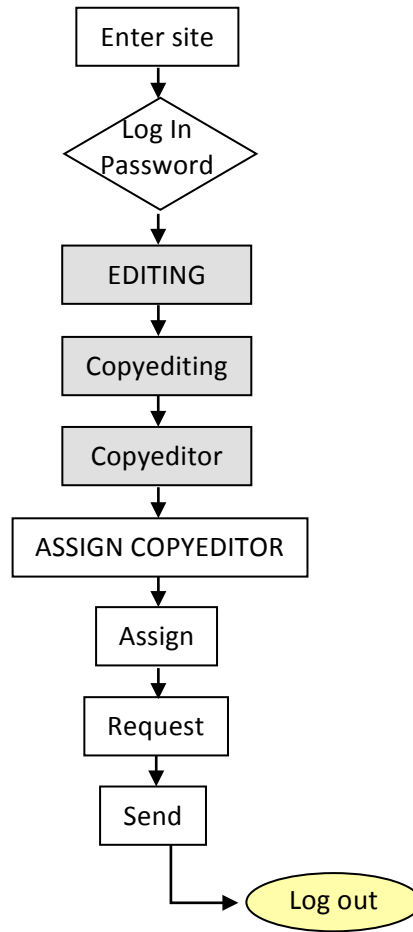
NOTIFICATION!

## INITIAL COPYEDIT (formatting)



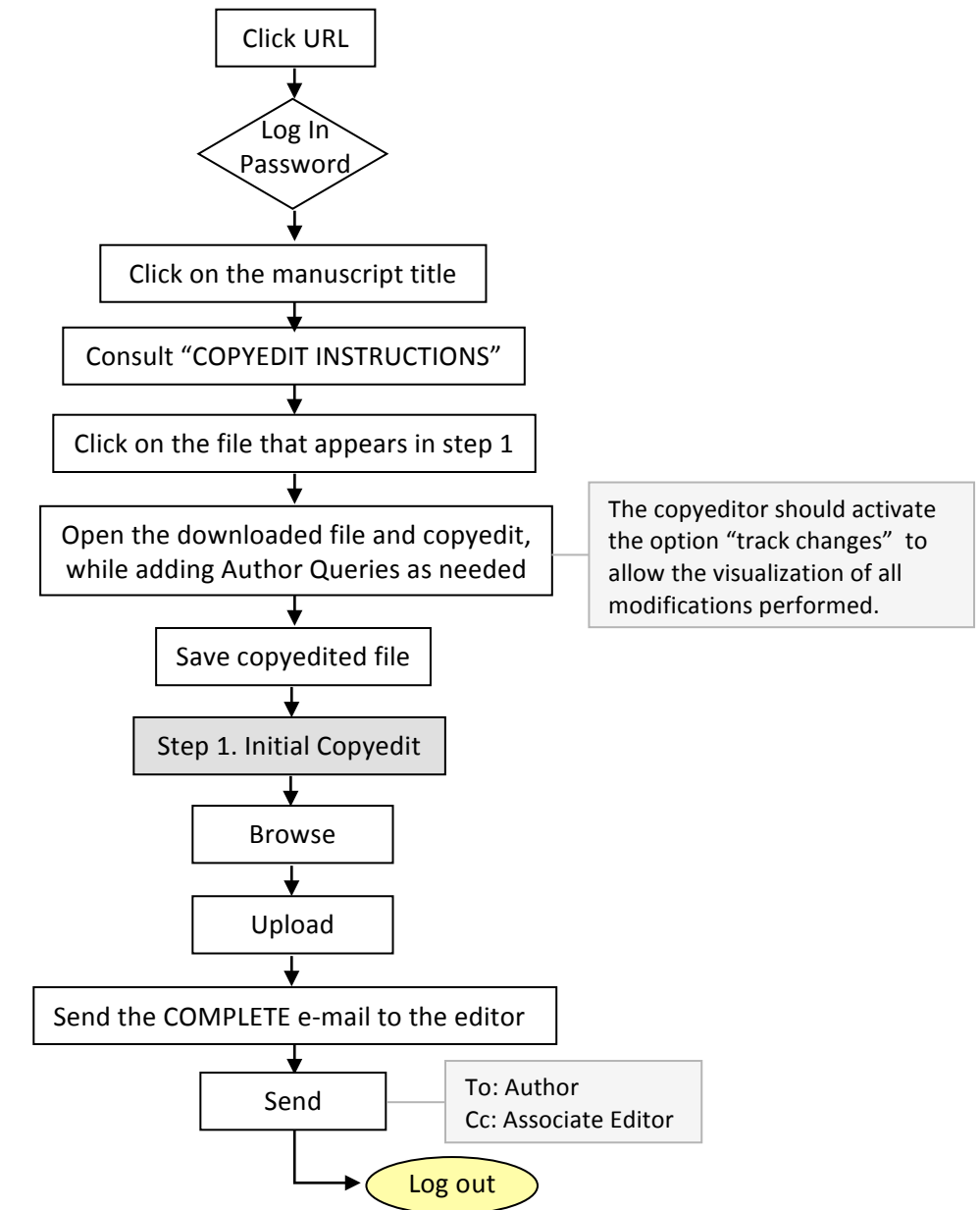
NOTIFICATION!

ASSIGN THE OTHER COPYEDITOR (grammar)

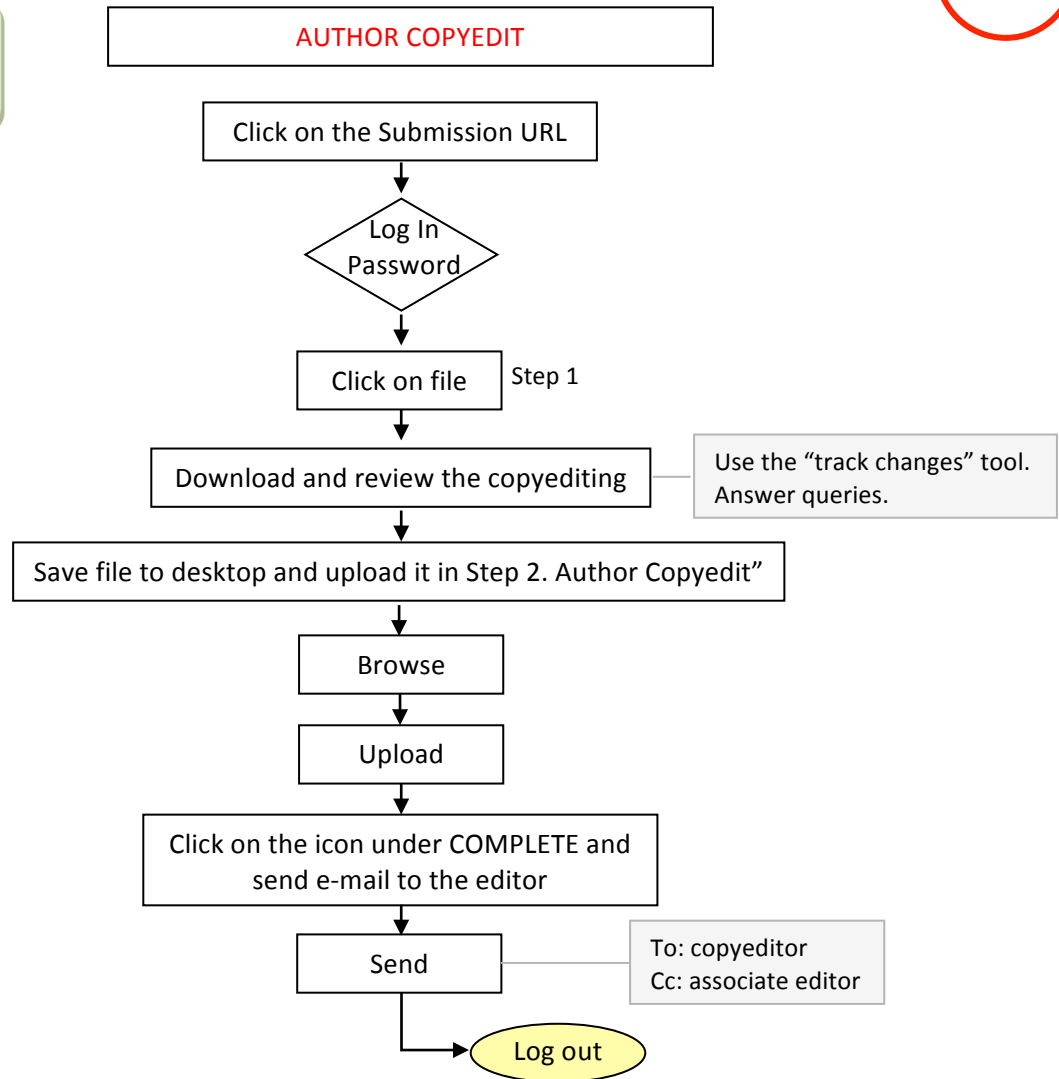


NOTIFICATION!

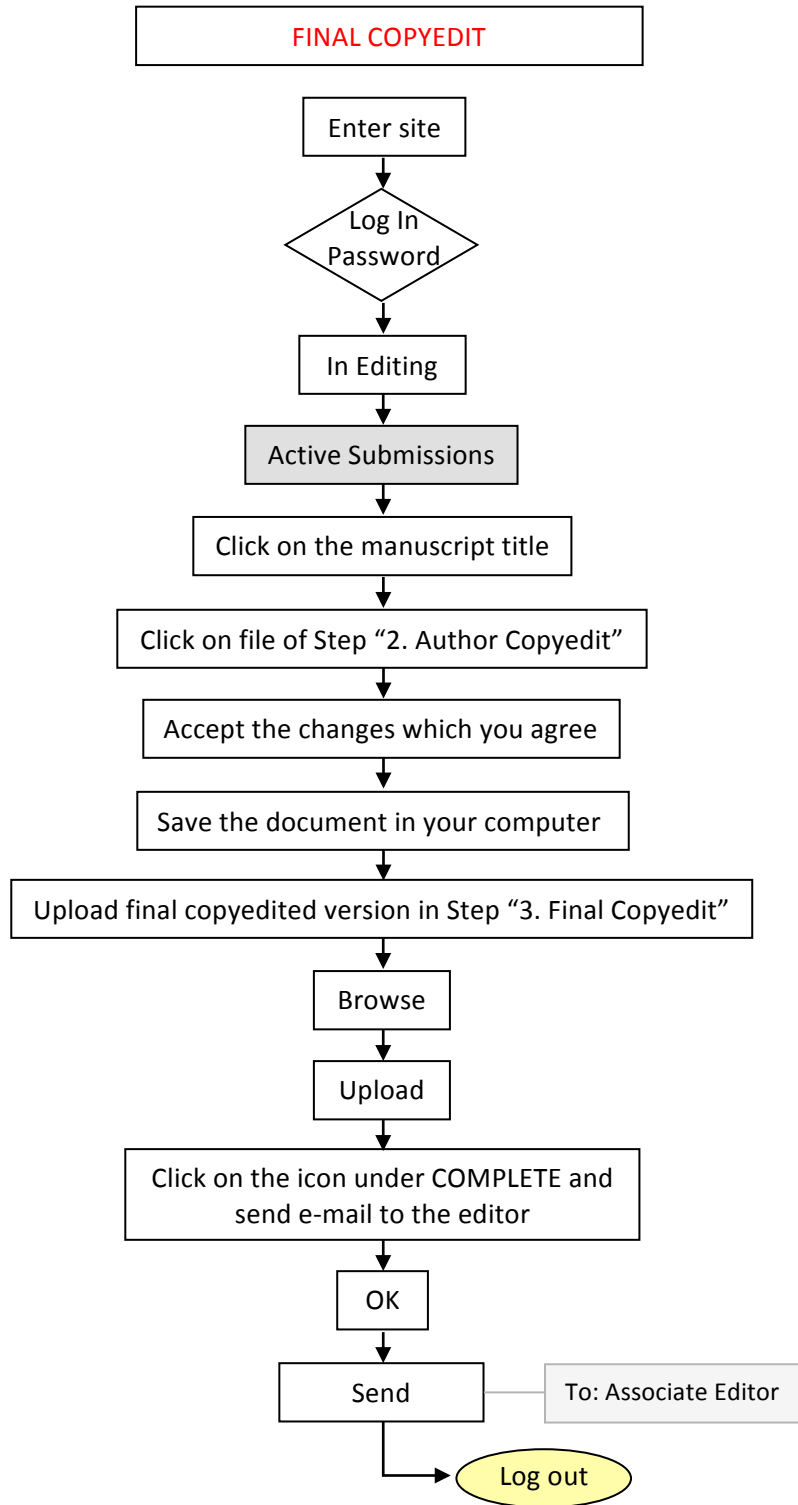
## INITIAL COPYEDIT (grammar)



NOTIFICATION!

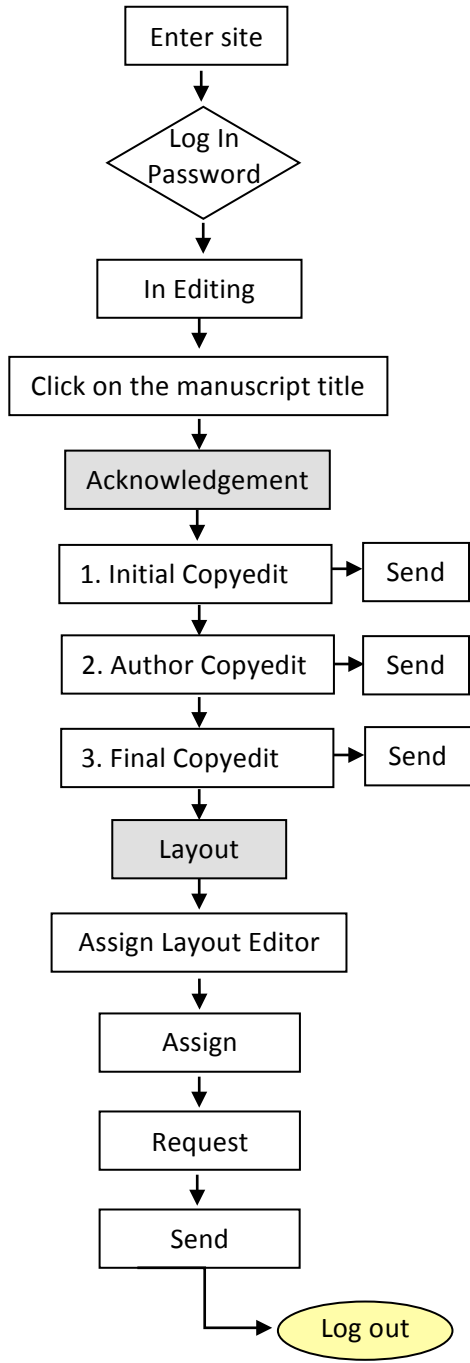


NOTIFICATION!



NOTIFICATION!

COMPLETE COPYEDITING VERSION – FOR LAYOUT EDITOR



NOTIFICATION!

LAYOUT REQUEST

Click on the Submission URL

Log In  
Password

Layout

Use the Layout Version file to create the galley according to the journal's standards

Select the option "Galley"

Upload file to Galley

Browse

The PDF file of the proof

Upload

Save

Click on the icon under COMPLETE and  
send e-mail to the editor

OK

Send

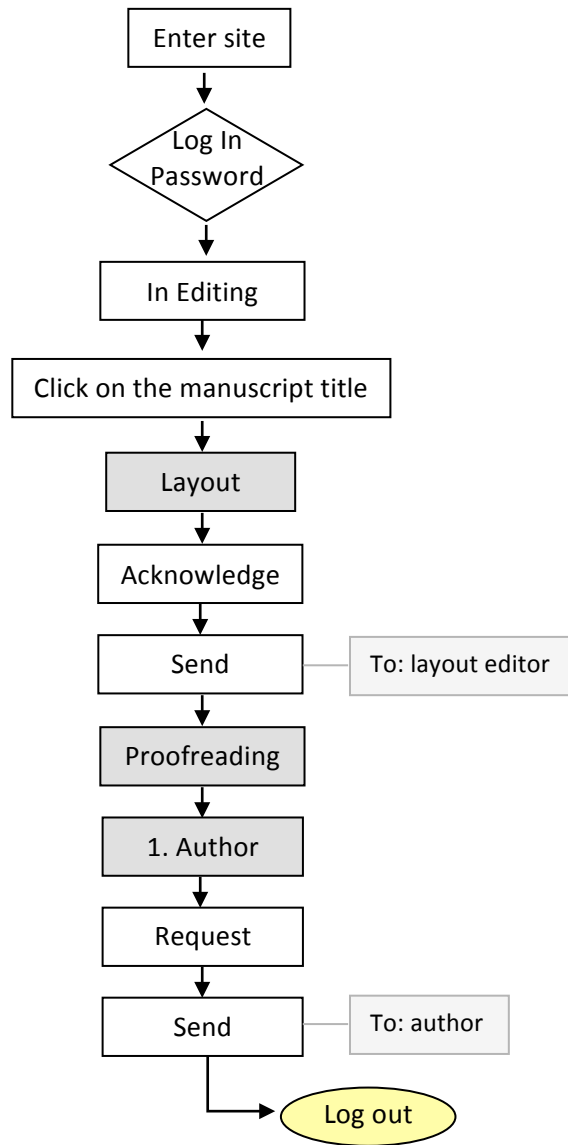
To: Associate Editor

Log out



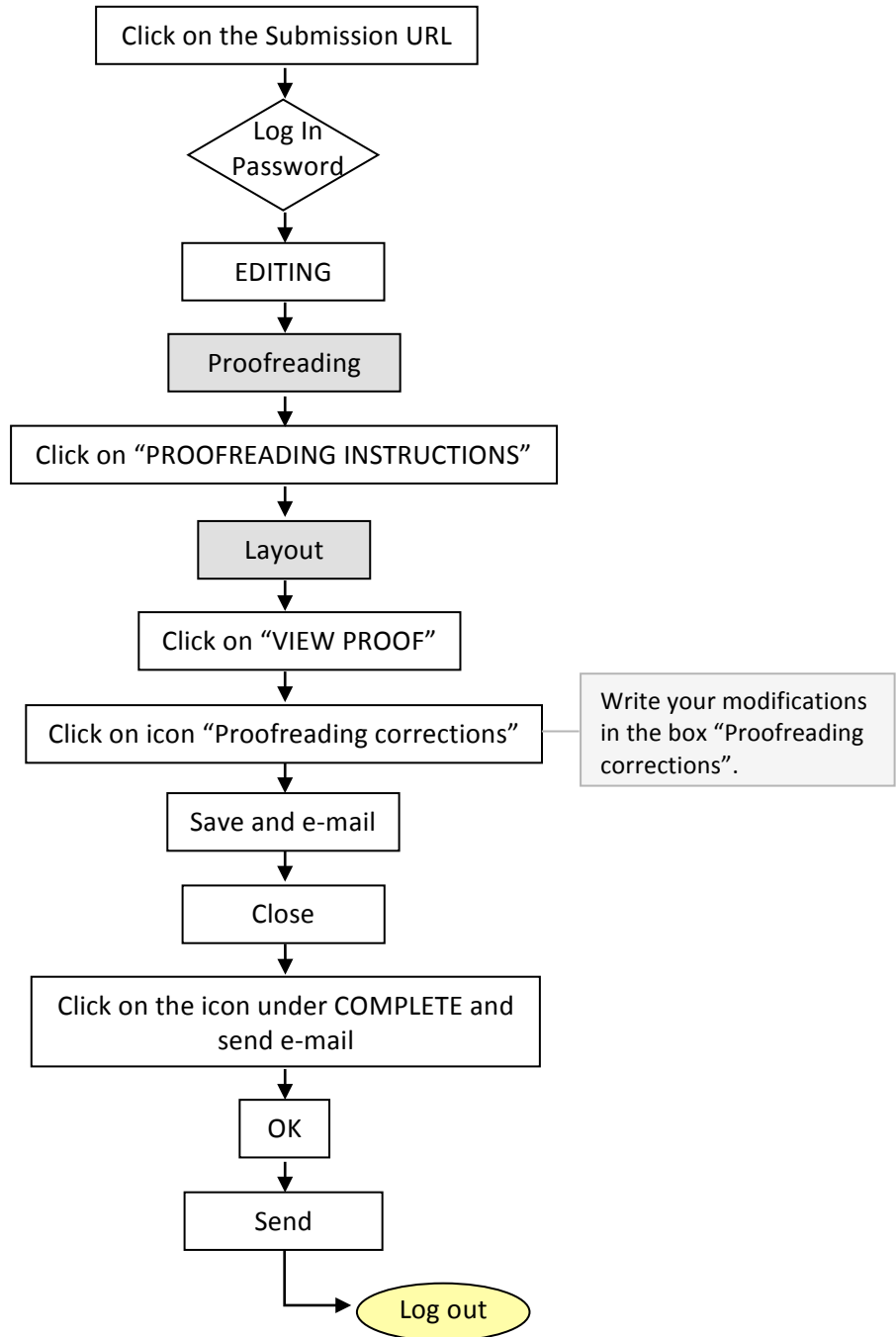
NOTIFICATION!

COMPLETE LAYOUT EDITING VERSION – FOR PROOFREADING (to author)



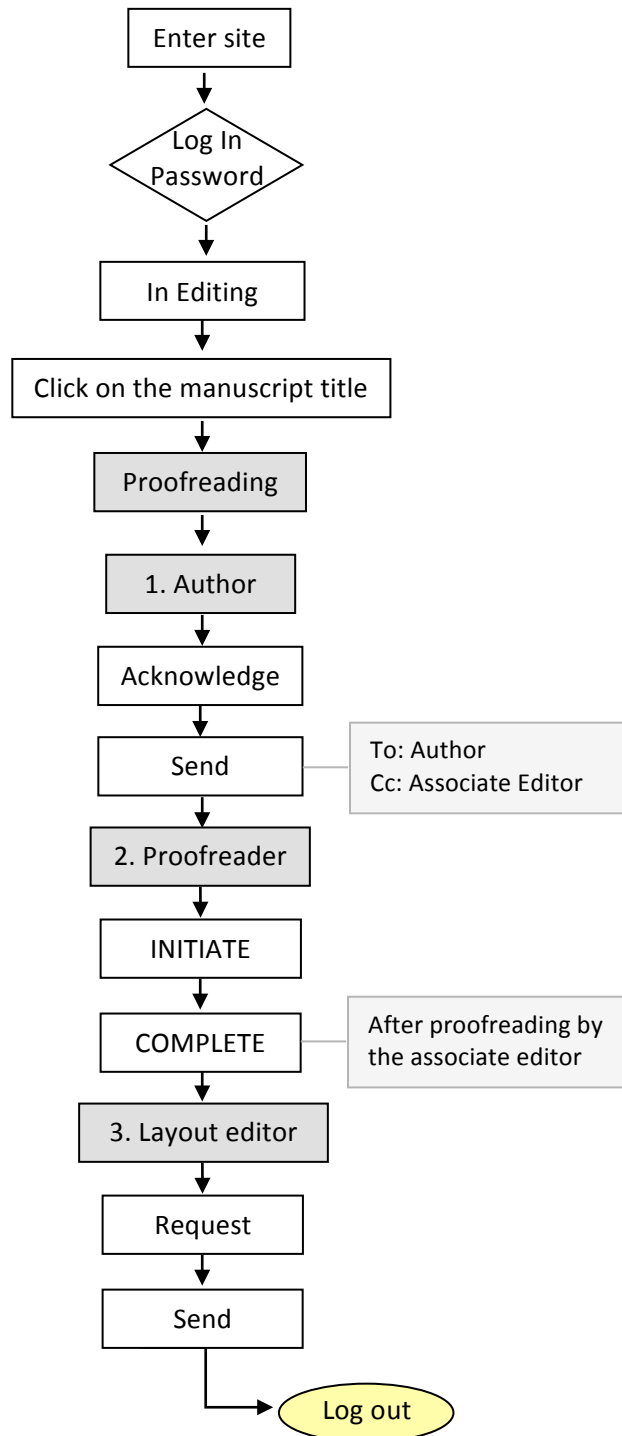
NOTIFICATION!

PROOFREADING (to: Author)



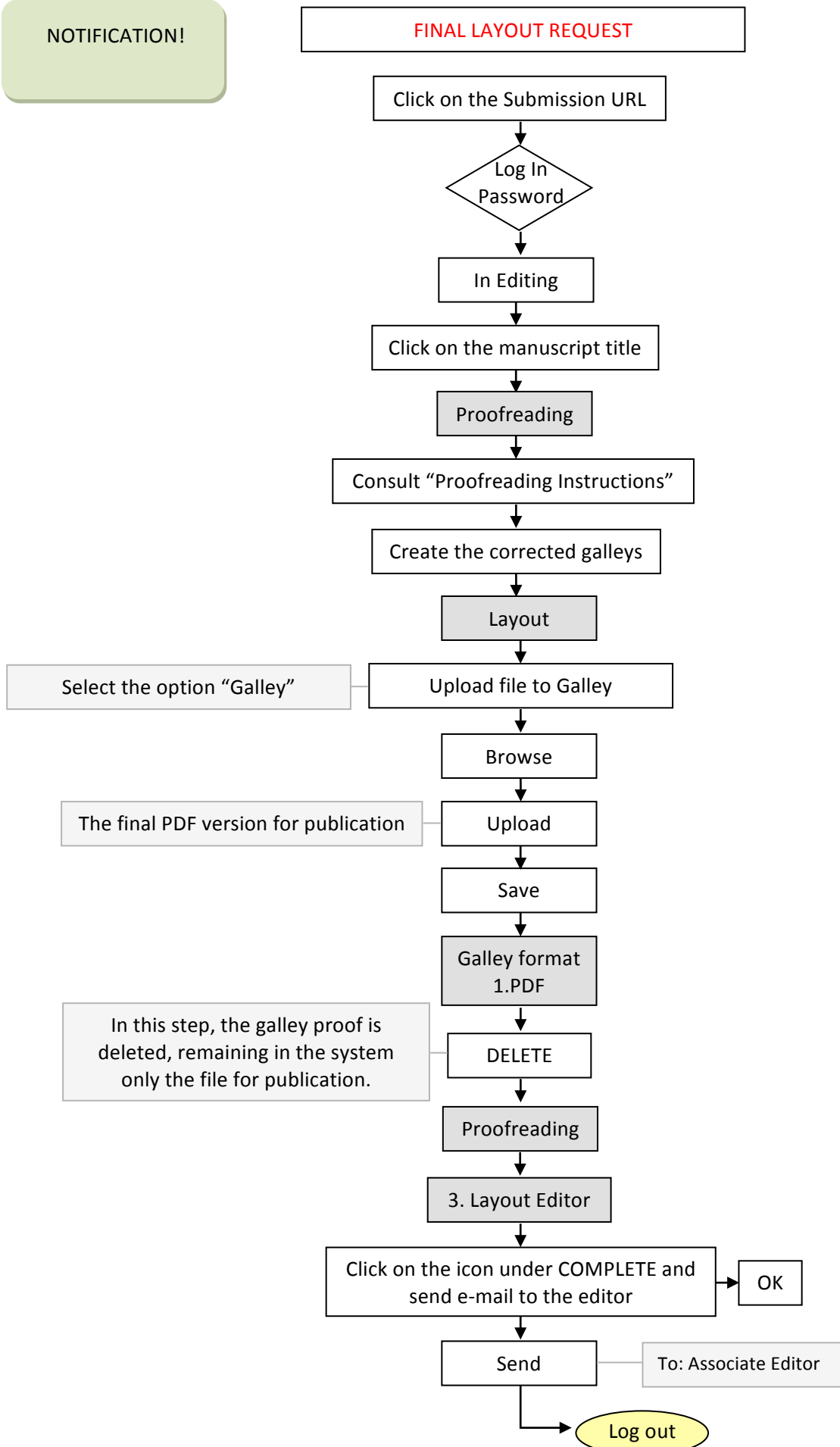
NOTIFICATION!

PROOFREADING (to: associate editor and layout editor)



NOTIFICATION!

## FINAL LAYOUT REQUEST



NOTIFICATION!

PUBLICATION

