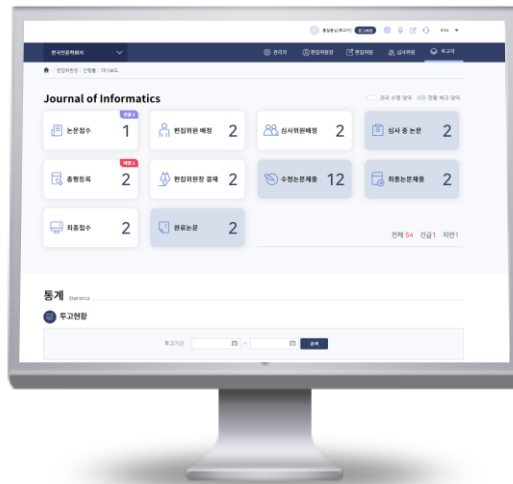


DBpia ONE

Online Manuscript Submission System User Guide

Author



Log in

Manuscript
SubmissionManuscript
managementRevised Manuscript
SubmissionCompleted
ManuscriptsRequesting to issue
a certificate

1

Log in

Log in

1 Login

ID

Password

Login

Find ID Find Password Create account

preparing ?

ORCIDLOGIN NaverLOGIN Google+LOGIN FacebookLOGIN

Author menu

Reviewer menu

Journal(nature) Homepage

Your user ID is very important for manuscript submissions.

Manuscript submissions are managed based on your login ID.

If you are logging in again after submitting a manuscript, please log in using the same ID to manage your manuscripts, and to submit revised or final manuscripts.

2 Pick a role

서준영, Please pick a role
After pick a role, you can start using system.
Depending on the authority, the displayed roles are different.

Admin EIC Editor Reviewer Submit Proofreader PDF editor

Author menu

Reviewer menu

Editor Menu

3 Information

Hello.
Thank you for coming DBpia ONE system.
You can use system after choice your role.
If you want to know more information, you can download files and read it.
phone: 02-3820-4443
Email: korea@korea.co.kr

Journal(nature) Homepage DBpia Journal(menu)

1 Click a manuscript submission link on the website of an institution (organization) and you will be taken to the DBpia ONE login page. Enter your ID and password, click the login button.

✓ If your account is connected to the website of an institution (organization), no additional login is required after logging in on the website.

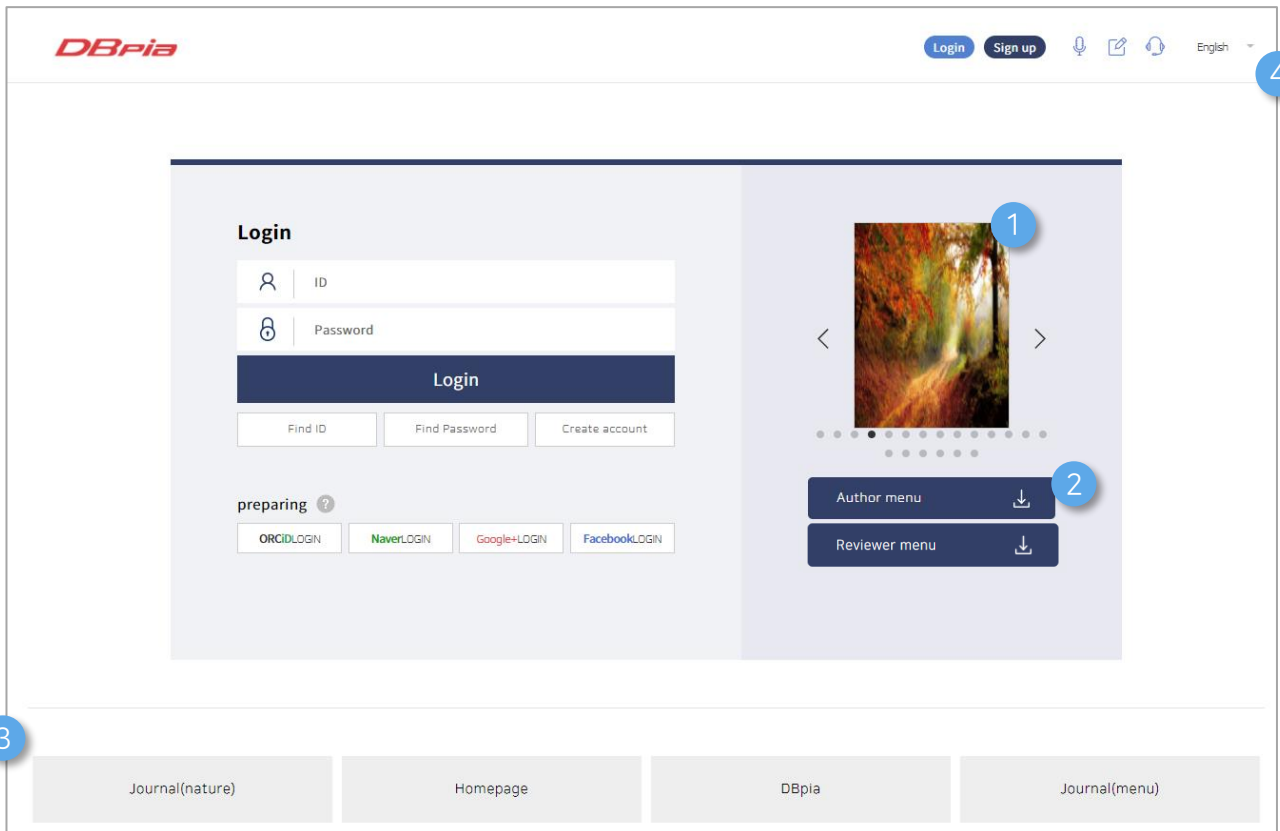
2 Sign up or use the “find ID and password function” to find your ID and password to submit manuscripts.

3 Manuscript submission is also available after logging in using a social account such as ORCID, Naver, Google, Facebook (This may vary depending on your institution’s settings.)

1

Login

Additional features on the login page

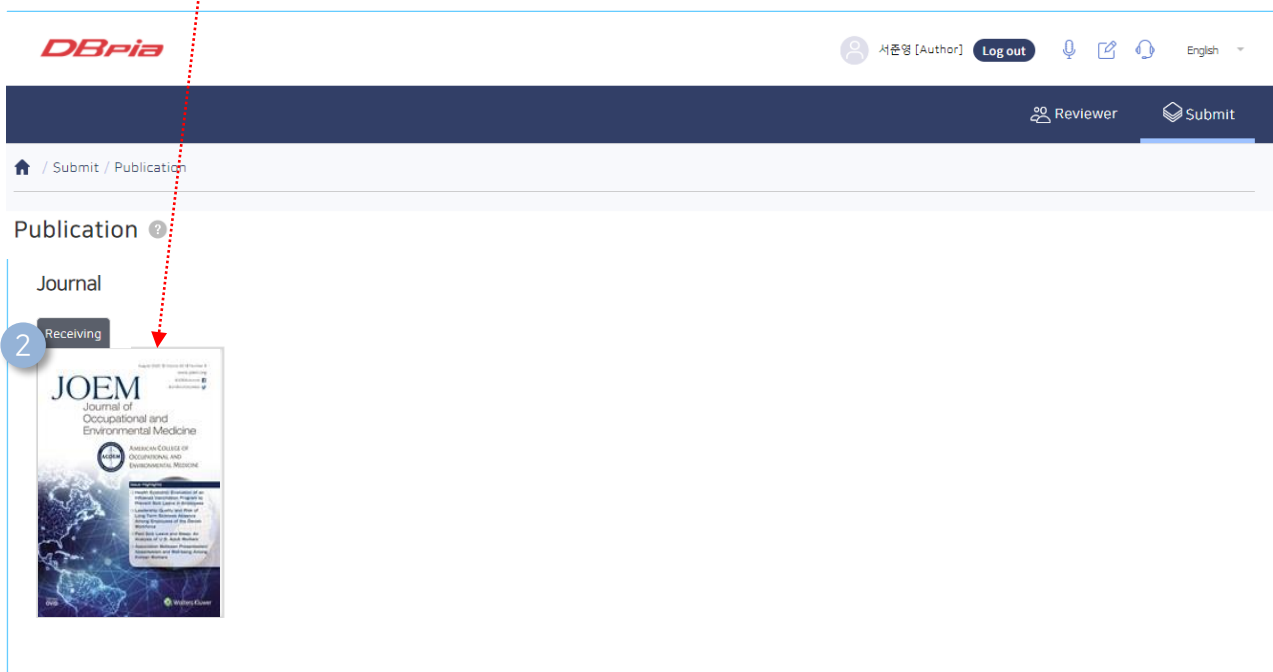
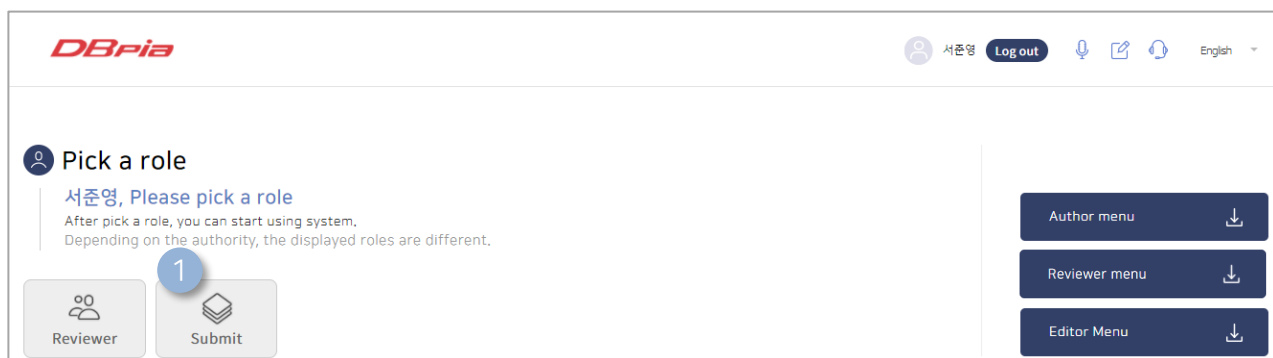


- 1 If you click the journal image, you will be redirected to the journal introduction page.
- 2 Download the manual.
- 3 This area shows related site links depending on the environment set by the institution (organization).
- 4 Select the interface language.

1

Login

Selecting a role and a journal

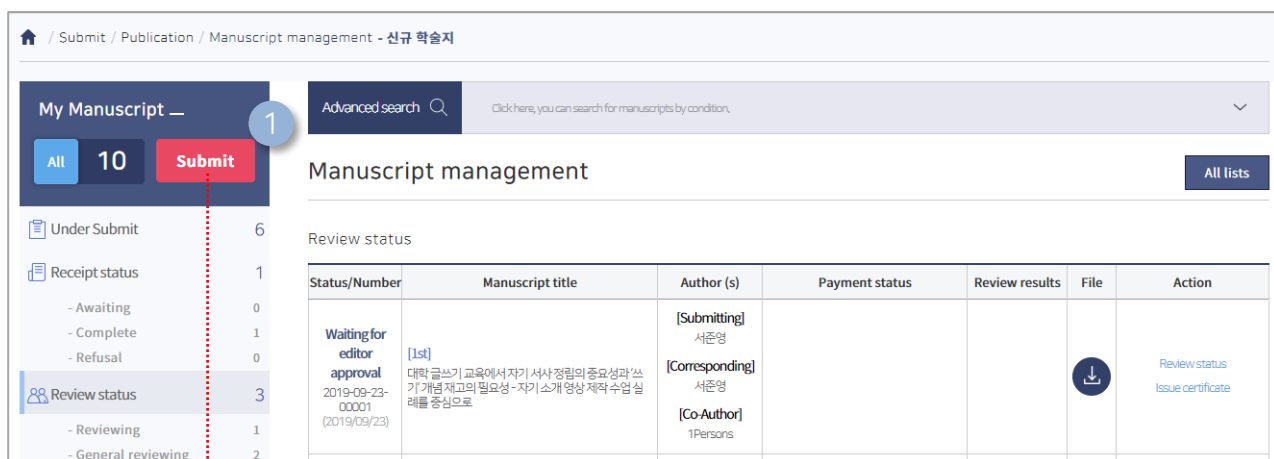


- 1 After logging in, click the Submit button.
- 2 Click the image of the journal to which you want to submit.
✓ You will be redirected to the author manuscript management page of the selected journal.

2

Manuscript Submission

Submit a manuscript




Home / Submit / Publication / Manuscript management - 신규 학술지

My Manuscript — **1** **Submit**

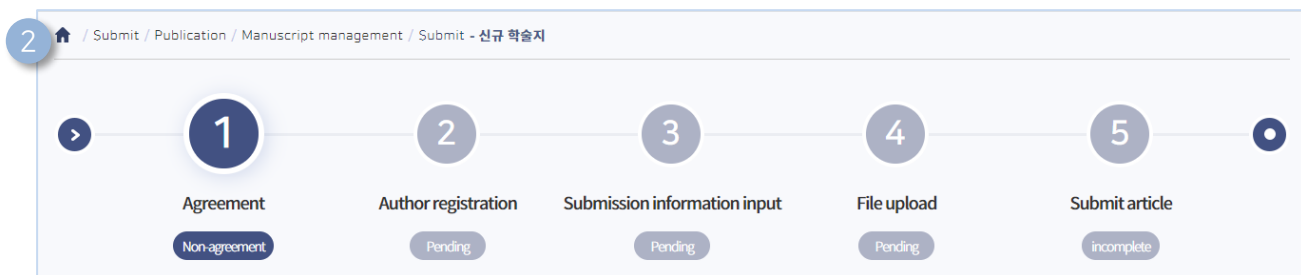
Advanced search Click here, you can search for manuscripts by condition.

Manuscript management **All lists**

Review status

Status/Number	Manuscript title	Author (s)	Payment status	Review results	File	Action
Waiting for editor approval 2019-09-23-00001 (2019/09/23)	[1st] 대학 글쓰기 교육에서 자기 서사 정립의 중요성과 쓰기 개념 재고의 필요성 - 자기 소개 영상 제작 수업 사례를 중심으로	[Submitting] 서준영 [Corresponding] 서준영 [Co-Author] 1Persons				Review status Issue certificate

Under Submit 6
Receipt status 1
- Awaiting 0
- Complete 1
- Refusal 0
Review status 3
- Reviewing 1
- General reviewing 2



Home / Submit / Publication / Manuscript management / Submit - 신규 학술지

1 Agreement **1** Non-agreement

2 Author registration Pending

3 Submission information input Pending

4 File upload Pending

5 Submit article incomplete

1 Click the “Submit” button.

2 You will be redirected to the manuscript submission page. Manuscript submission involves a total of 5 steps.

- ✓ While entering your submission information, you can move back and forth freely between the steps. Please note that “Step 4. File upload” will only be available after you complete “Step 3. Submission information input.” (If you have converted the manuscript file for review into a PDF, you are required to upload the file after entering submission information in order to generate summary information from the submitted manuscript.)

2

Manuscript Submission

Step 1. Agreement

- Research ethics pledge & copyright transfer agreement - Upload a file or agree to the content of the text.

※ This is provided in one of two ways depending on your institution's setup.

- ✓ Download file : after downloading the file, scan and upload a file with your signature.
- ✓ Click on agree after reading the text : after reading the content in the text box, click 'Agree'.

1 Upload a research ethics pledge file or click "Agree".

4 Check and select the "Author checklist."

2 Upload a copyright transfer agreement file or click "Agree".

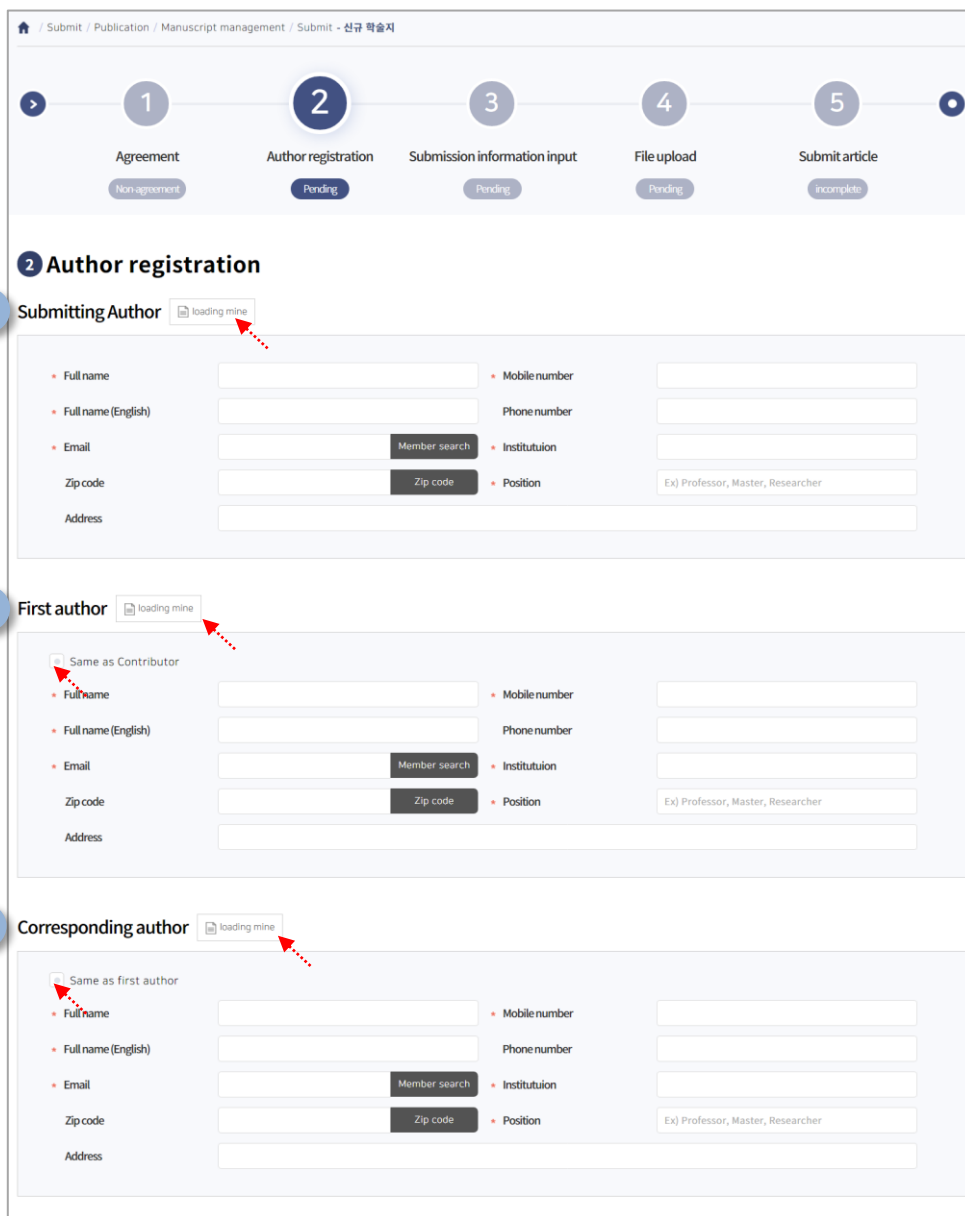
5 Save and move on to the next step.

3 Enter the author's name in the author signature field.

2

Manuscript Submission

Step 2. Author registration (continued)



Submit / Publication / Manuscript management / Submit - 신규 학술지

1 Agreement (Non-agreement) 2 Author registration (Pending) 3 Submission information input (Pending) 4 File upload (Pending) 5 Submit article (incomplete)

2 Author registration

1 Submitting Author

Full name, Full name (English), Email, Zip code, Address, Mobile number, Phone number, Institution, Position (Ex) Professor, Master, Researcher

2 First author

Full name, Full name (English), Email, Zip code, Address, Mobile number, Phone number, Institution, Position (Ex) Professor, Master, Researcher

3 Corresponding author

Full name, Full name (English), Email, Zip code, Address, Mobile number, Phone number, Institution, Position (Ex) Professor, Master, Researcher

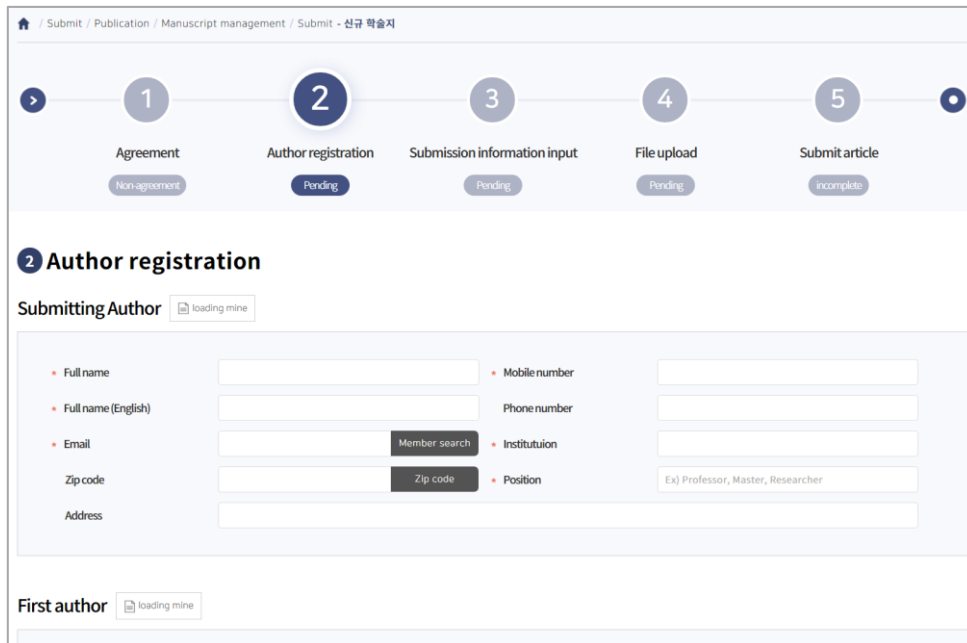
(continue to the next page)

- 1 Enter the information of the submitting author. ※ If you click the 'loading mine' button, the information of the logged in submitting author will be automatically entered.
- 2 Enter the information of the first author. ※ If you click the 'loading mine' or 'Same as Contributor' button, the information is automatically entered.
- 3 Enter the information of the corresponding author. ※ If you click the 'loading mine' or 'Same as first author' button, the information is automatically entered.

2

Manuscript Submission

Step 2. Author registration



Submit / Publication / Manuscript management / Submit - 신규 학술지

1 Agreement (Non-agreement)

2 Author registration (Pending)

3 Submission information input (Pending)

4 File upload (Pending)

5 Submit article (incomplete)

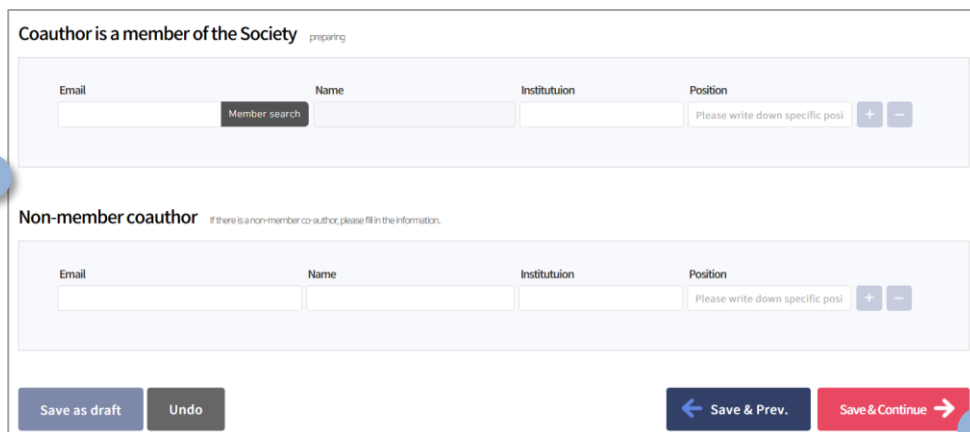
2 Author registration

Submitting Author

Full name
 Full name (English)
 Email
 Zip code
 Address

Mobile number
 Phone number
 Institution
 Position

First author

Coauthor is a member of the Society preparing

Email Name Institution Position

4

Non-member coauthor If there is a non-member co-author, please fill in the information.

Email Name Institution Position

5

- 4 Enter co-author of society member, co-author of non-member information.
※ After entering the email address of a member coauthor, click the Member search button and the member information matching the email will be automatically entered. Coauthors can be added or deleted using the buttons.
- 5 After entering Author's information, click "Save & Continue" button.

2

Manuscript Submission

Step 3. Submission information input (continued)

Fields marked with an asterisk (*) are required..

[/](#) [Submit](#) / [Publication](#) / [Manuscript management](#) / [Submit - 신규 학술지](#)

1
 Agreement
Non-agreement

2
 Author registration
Pending

3
 Submission information input
Pending

4
 File upload
Pending

5
 Submit article
incomplete

3 Submission information input

Information to be submitted * Indication is required.

- 1
* Name of journal 신규 학술지
- 2
* Review type
 awaiting Urgency
- 3
* Manuscript title

0 character(s) / Max. 500 character(s)
- 4
* Manuscript title (English)

0 character(s) / Max. 500 character(s)
- * Abstract

0 character(s) / Max. 4000 character(s)
- * Abstract(English)

0 character(s) / Max. 4000 character(s)
- * Keyword

0 character(s) / Max. 500 character(s)
- * Keyword(English)

0 character(s) / Max. 500 character(s)
- * Manuscript Type
- * Field of manuscript
 - 인문학
 - 인문학일반
 - 역사학
 - 철학
 - 종교학/신학
 - 논문분야 A
 - 논문분야 B
 - 사회과학
 - 사회과학일반
 - 경제학
 - 경영학
 - 자연과학
 - 자연과학일반
 - 수학/통계학
 - 물리학

※ Submission category may vary depending on the institution's requirements and environment settings.

- 1 Select a review type – “awaiting” or “urgent.”
- 2 Enter manuscript title (Korean and English).
- 3 Enter the abstract (Korean and English).
- 4 Enter keywords (keywords must be separated by commas (,))

2

Manuscript Submission

Step 3. Submission information input (continued)

Fields marked with an asterisk (*) are required..

[/ Submit / Publication / Manuscript management / Submit - 신규 학술지](#)

1

Agreement

Non-agreement

2

Author registration

Pending

3

Submission information input

Pending

4

File upload

Pending

5

Submit article

incomplete

3 Submission information input

Information to be submitted * indication is required.

- * Name of journal
- * Review type awaiting Urgency
- * Manuscript title

0 character(s) / Max. 500 character(s)

6 Field of manuscript

- 인문학
 - 인문학일반 역사학 철학 종교학/신학 논문분야 A 논문분야 B
- 사회과학
 - 사회과학일반 경제학 경영학
- 자연과학
 - 자연과학일반 수학/통계학 물리학
- 공학
 - 공학일반 기계공학

추가 투고항목 - 단문형

추가 투고항목 - 장문형

추가 투고항목 - 나열형 나열형 A 나열형 B

추가 투고항목 - 선택형

7 Supported by the NRF (National Research Foundation of Korea)

Yes No

Depending on the institution's environment setting, required fields, field names, and optional values may vary.

※ Submission category may vary depending on the institution's requirements and environment settings.

5 Select a data type and other items

6 Select a field for the manuscript.

7 Select whether the research is supported by the NRF (National Research Foundation of Korea).

2

Manuscript Submission

Step 3. Submission information input (continued)

Fields marked with an asterisk (*) are required.

[/ Submit / Publication / Manuscript management / Submit - 신규 학술지](#)

1

Agreement

Non-agreement

2

Author registration

Pending

3

Submission information input

Pending

4

File upload

Pending

5

Submit article

incomplete

3 Submission information input

Information to be submitted * indication is required.

- * Name of journal
- * Review type awaiting Urgency
- * Manuscript title

0 character(s) / Max. 500 character(s)

⋮

Preferred/Non-Preferred Editors

Preferred/Non-Preferred	Full name	Instituion	Email	Mobile number	Memo	
Preferred	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	+ -

8 Preferred/Non-Preferred Reviewers

Preferred/Non-Preferred	Full name	Instituion	Email	Mobile number	Memo	
Preferred	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	+ -

Save as draft

Undo

← Save & Prev.

Save & Continue →

※ Submission category may vary depending on the institution's requirements and environment settings.

8 Enter information on Preferred/Non-Preferred Editors and Preferred/Non-Preferred Reviewers (not required)

9 After entering the manuscript information, click the "Save & Continue" button.

2

Manuscript Submission

Step 4. File upload version 1 (continued)

You can attach multiple files to the box below by selecting multiple files and using the drag & drop function.

HOME / 투고자 / 진행물 / 논문관리 / 투고하기

SUMMER - 투고하기

1 Agreement (Non-agreement) 2 Author registration (Pending) 3 Submission information input (Complete) 4 File upload (Pending) 5 Submit article (Incomplete)

4 File upload

Delete author information from File for review, Figure and Table.
Attach Figure or Table when original figure, table submission is required. It is not essential consideration.
Drag file or click Select File button then doing upload.
Click the Convert PDF button in Combined PDF file for review file. Then please create a single convert PDF file for review.

1 Manuscript file (DOC) * Indication is required.

- Original file**
Drag original file or add it from the select file.
[Select file](#)



2 Creation of Combine file for review Combine after uploading the author information deletion file.

File for review (without author's information)
Add file for review.
File form: doc, docx, hwp, pdf
[Select file](#)

Image file
Add figure file for review.
file form : jpeg, jpg, png, doc, docx, hwp, pdf
[Select file](#)

Table(표)
Add table file.
File form: jpeg, jpg, png, doc, docx, hwp, pdf
[Select file](#)

Click the Convert PDF button to merge into one file.
Conversion time may take some time depending on the file size.

[Convert PDF +](#) **3**

My Computer folder

이름	날짜
COUNTER_SUSHI	2019-07-10 오전 8:54
pubprocesslarge	2020-06-18 오후 12:53
table	2020-07-27 오전 8:27
심사용 파일	2020-07-23 오후 5:06
~*검색파일	2020-07-23 오후 5:06

Drag and drop a file.

※ Depending on the institution's requirements and environment setting, file upload category, required fields, and field names may vary.

- 1 Upload the files to be submitted to the institution, including the manuscript.
- 2 Upload files for review with the author name deleted, including the file for review, images and tables.
- 3 After uploading the files, click the "Convert PDF" button (Uploaded files are converted to PDF for review.)

2

Manuscript Submission

Step 4. File upload version 1 (continued)

HOME / 투고자 / 진행중 / 논문관리 / 투고하기

SUMMER - 투고하기

1 Agreement (Non-agreement) 2 Author registration (Pending) 3 Submission information input (Complete) 4 File upload (Pending) 5 Submit article (Incomplete)

4 File upload

Delete author information from File for review, Figure and Table.
Attach Figure or Table when original figure, table submission is required. It is not essential consideration.
Drag file or click Select File button then doing upload.
Click the Convert PDF button in Combined PDF file for review file. Then please create a single convert PDF file for review.

Creation of Combine file for review Combine after uploading the author information deletion file. * Indication is required.

File for review (without author's information)
Add file for review.
File form: doc, docx, hwp, pdf
[Select file](#)

Image file
Add figure file for review.
file form : jpeg, jpg, png, doc, docx, hwp, pdf
[Select file](#)

⋮

Click the Convert PDF button to merge into one file.
Conversion time may take some time depending on the file size.

[Convert PDF +](#)

↓

4 [Convert](#)

Consolidating files.
It may take some time to complete the conversion depending on the files size.
Please wait a moment.

[Convert PDF +](#)

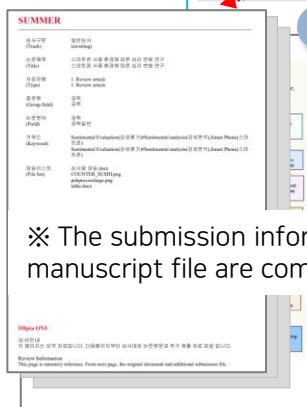
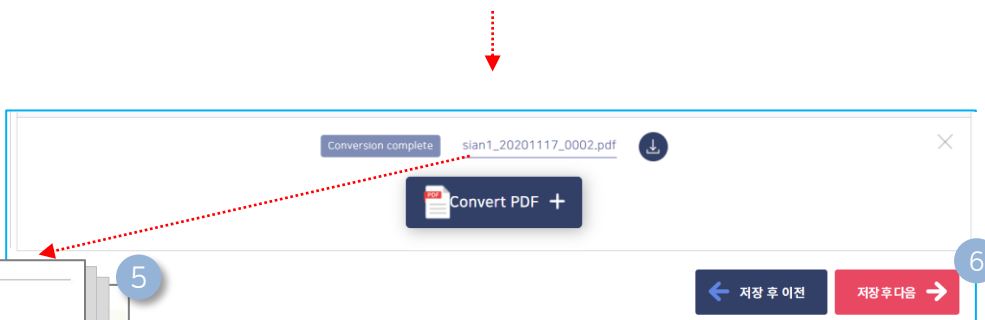
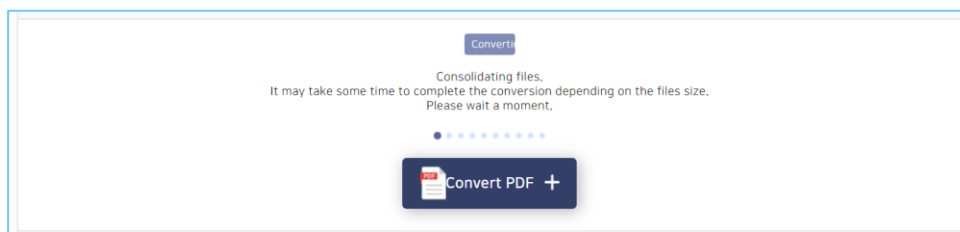
※ Depending on the institution's requirements and environment setting, file upload category, required fields, and field names may vary.

4 Of the uploaded files, the file for review will be converted to a PDF.

2

Manuscript Submission

Step 4. File upload version 1



※ The submission information summary and submitted manuscript file are combined into a single PDF file.

● The submission information is automatically summarized on the first page of the PDF.



This page shows the submission information entered in **Step 3. Enter submission information.**

※ Depending on the institution's requirements and environment setting, file upload category, required fields, and field names may vary.

5 Once the PDF conversion of the file for review is completed, download and check the converted file.

6 After checking the file, click the "Save & Continue" button to move to Step 5.

2

Manuscript Submission

Step 4. File upload version 2

You can attach multiple files into the box by selecting them and using drag & drop function.

Submit / Publication / Manuscript management / Submit - 신규 학술지

1 Agreement (Non-agreement)

2 Author registration (Pending)

3 Submission information input (Pending)

4 File upload (Pending)

5 Submit article (incomplete)

4 File upload

Delete author information from File for review, Figure and Table.
Attach Figure or Table when original figure, table submission is required. It is not essential consideration.

Manuscript file (DOC) * Indication is required.

1 **Original file**
Drag original file or add it from the select file.

2 **File for review (without author's information)**
Drag file for review or add it from the select file.

Image file
Drag figure file or add it from the select file.

Table(표)
Drag table files or add it from the select file.

My Computer folder

이름	날짜
COUNTER_SUSHI	2019-07-10 오전 8:54
pubprocesslarge	2020-06-18 오후 12:53
table	2020-07-27 오전 8:27
심사용 파일	2020-07-23 오후 5:06
질문파일	2020-07-23 오후 5:06

Drag and drop files

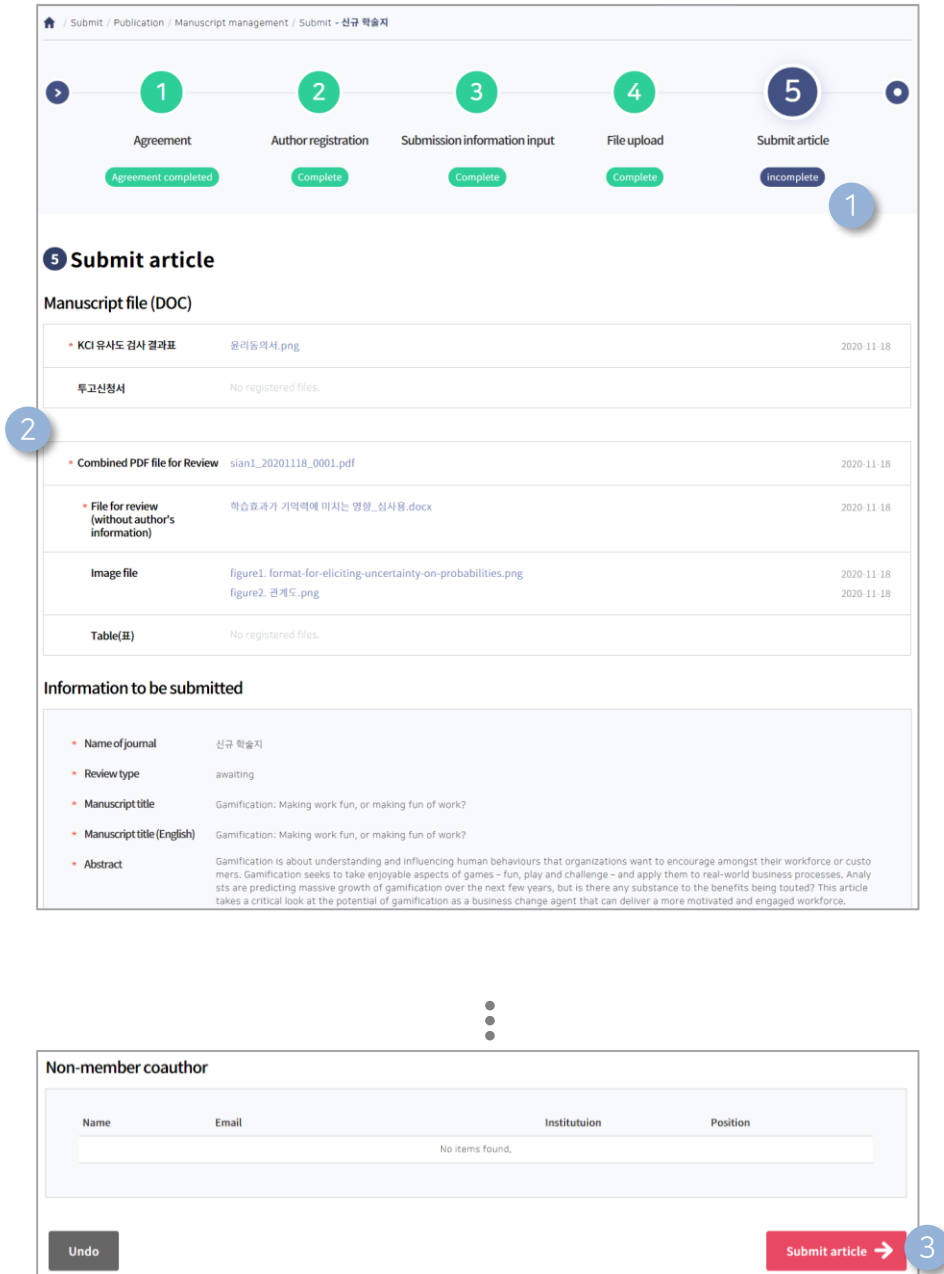
※ Depending on the institution's requirements and environment setting, file upload category, required fields, and field names may vary.

- 1 Upload the files submitted to your institution, including the original file.
- 2 Upload files for review with the author name deleted, including files for review, image files, and table.

2

Manuscript Submission

Step 5. Submit an article



Submit / Publication / Manuscript management / Submit - 신규 학술지

1 Agreement (Agreement completed) 2 Author registration (Complete) 3 Submission information input (Complete) 4 File upload (Complete) 5 Submit article (incomplete)

5 Submit article

Manuscript file (DOC)

File Name	File Path	Date
KCI 유사도 검사 결과표	윤리동의서.png	2020-11-18
투고신청서	No registered files.	
Combined PDF file for Review	sian1_20201118_0001.pdf	2020-11-18
File for review (without author's information)	학습효과가 기억력에 미치는 영향_심사용.docx	2020-11-18
Image file	figure1. format-for-eliciting-uncertainty-on-probabilities.png figure2. 관계도.png	2020-11-18 2020-11-18
Table(표)	No registered files.	

Information to be submitted

- Name of journal: 신규 학술지
- Review type: awaiting
- Manuscript title: Gamification: Making work fun, or making fun of work?
- Manuscript title (English): Gamification: Making work fun, or making fun of work?
- Abstract: Gamification is about understanding and influencing human behaviours that organizations want to encourage amongst their workforce or customers. Gamification seeks to take enjoyable aspects of games – fun, play and challenge – and apply them to real-world business processes. Analysts are predicting massive growth of gamification over the next few years, but is there any substance to the benefits being touted? This article takes a critical look at the potential of gamification as a business change agent that can deliver a more motivated and engaged workforce.

Undo Submit article →

- 1 Double-check the submission information entered in Steps 1 to 4.
- 2 After double-checking, move to the corresponding Step and modify information if necessary.
- 3 If everything is fine, click the “Submit article” button to complete the submission.

3

Manuscript Management

「author」 Manuscript management (continued)

DBpia 서준영 [Author] Log out

Admin EIC Editor Reviewer Submit Proofreader PDF editor

Submit / Publication / Manuscript management - 신규 학습지

My Manuscript — 123 **Submit**

Advanced search

Manuscript management All lists

Receipt status > Awaiting

Status/Number	Manuscript title	Author (s)	Payment status	Review results	File	Action
Submitted 2020-11-18 15:17:38	[1st] Gamification: Making work fun, or making fun of work?	[Submitting] 서준영 [Corresponding] 서준영	[Reviewing fee] Not paid [Publication fee] Not paid			Review status Withdraw submission Reviewing Fee payment

Unpaid review fee 20 건
Unpaid pub. fee 3 건
Certificate issuance 2 건
Receipt issuance 0 건

- 1 Submit a manuscript (new manuscript submission)
- 2 Manage manuscripts.
✓ This gives you an overview of your current manuscripts.
- 3 Select from the menu on the left to view the list of manuscripts in each step on the right side of the screen.
- 4 This shows payment, certificate issuance and request status (※ the payment status may not appear depending on the environmental settings of our institution.)
✓ View the payment status including submission fee, reviewing fee, and publication fee.
✓ View the status of certificate issuance request and issued certificates, including submission receipt and publication schedule receipt.

Log in

Manuscript
SubmissionManuscript
managementRevised Manuscript
SubmissionCompleted
ManuscriptsRequesting to issue
a certificate

3

Manuscript Submission

「author」 Manuscript management

If you click any step in the manuscript submission process, you can view the list of your manuscripts in that step.

My Manuscript —

All **123** Submit

- Under Submit 100
- Receipt status 7
 - Awaiting 1
 - Complete 3
 - Refusal 3
- Review status 14
 - Reviewing 13
 - General reviewing 1
- Submit a Revision manuscript Delay 2 2
 - Major revision 1
 - Minor revision 1
- Submit a final manuscript Delay 0 0
- Completed manuscript 6

Unpaid review fee 20 건

Unpaid pub. fee 3 건

Certificate issuance 2 건

Receipt issuance 0 건

Under Submit

Status/Number	Manuscript title	Author (s)	Payment status	Review results	File	Action
Urgency Submitting 2020-11-18 15:25:51	[1st] Understanding gamification mechanisms for software development.		[Reviewing fee] Not paid	[Publication fee] Not paid		Cancel Submitting Edit

Receipt status

Status/Number	Manuscript title	Author (s)	Payment status	Review results	File	Action
Submitted 2020-11-18 15:17:38	[1st] Gamification: Making work fun, or making fun of work?	[Submitting] 서준영 [Corresponding] 서준영	[Reviewing fee] Not paid	[Publication fee] Not paid		Review status Withdraw submission Reviewing Fee payment

Completed manuscript

Status/Number	Manuscript title	Author (s)	Review results	File	Action
English proofread 2020-05-18-00003 (2020/05/18)	[1st] 국제회계학연구(데모시연)	[Submitting] 최영준 [Corresponding] 최영준	Accept 2020-05-18		Review status

Category	Description
Under submit	Shows the number and list of manuscripts in the submission process before article submission.
Receipt status	Shows an overview of completed manuscripts (including awaiting, submitted, and rejected manuscripts) and manuscripts pending review.
Review status	Shows the list of manuscripts being reviewed.
Submit a revision manuscript	Shows an overview of revised manuscripts that need to be submitted for reasons including review after revision and publication after revision.
Submit final manuscript	Shows an overview of manuscripts that have been accepted for publication and need to be submitted as a final article.
Completed manuscript	Shows a list of completed manuscripts including withdrawn manuscripts, completed final decision, final article submission, and final article registration.

4

Revised manuscript submission Manuscript Management

– Viewing review results and general status

Pick a role

서준영, Please pick a role

After pick a role, you can start using system.

Depending on the authority, the displayed roles are different.



Reviewer



Submit

1



Submit / Publication / Manuscript management - Journal of Korea Planning Association

Advanced search Click here, you can search for manuscripts by condition.

Manuscript management

Submit a Revision manuscript

Status/Number	Manuscript title	Author (s)	Review results	File	Action
Complete general review 2020-05-26-00001 (2020/05/26) Delay revised submission 86day(s)	[1st] 한국발육발달학회논문목고 테스트	[Submitting] 원스탑서비스 [Corresponding] 원스탑서비스	Major revision 2020-05-26		Review status Submit revised article
Complete general review 2019-06-25-00001 (2019/06/25) Delay revised submission 373day(s)	[1st] test(08/13)	[Submitting] 원스탑 [Corresponding] 원스탑	Minor revision 2019-08-13		Review status Submit revised article
Complete general review 2019-01-21-00001 (2019/01/21) Delay revised submission 577day(s)	[1st] 국토계획 테스트	[Submitting] 저작권기획팀 [Corresponding] 저작권기획팀	Minor revision 2019-01-21		Review status Submit revised article

« < 1 > »

- 1 After logging in, click "author" when prompted to pick a role.
- 2 Click the journal (you will be redirected to the manuscript management list).
- 3 Click "submit revised article" in the manuscript management list.
- 4 Check the review result.
- 5 Click "review status" of the revised manuscript in the manuscript list.

4

Revised manuscript submission

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Manuscript management

Submit a Revision manuscript

Status/Number	Manuscript title	Author (s)	Review results	File	Action
Complete general review [1st] 2020-05-26-00001 (2020/05/26) 한국발육발달학회논문투고 테스트 Delay revised submission 86day(s)		[Submitting] 원스탑서비스 [Corresponding] 원스탑서비스	Major revision 2020-05-26		Review status Submit revised article
Complete general review [1st] 2019-06-25-00001 (2019/06/25) test(08/13) Delay revised submission 373day(s)		[Submitting] 원스탑 [Corresponding] 원스탑	Minor revision 2019-08-13		Review status Submit revised article
Complete general review [1st] 2019-01-21-00001 (2019/01/21) 코트계획 테스트 Delay revised submission 577day(s)		[Submitting] 저작권기획팀 [Corresponding] 저작권기획팀	Minor revision 2019-01-21		Review status Submit revised article

« < 1 > »

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1st
Submit revised article
Processing
Major revision

1st Submit revised article

[한국발육발달학회논문투고 테스트, 원스탑서비스, 2020-05-26-00001]

Delete author information from File for review, Figure and Table.
Attach Figure or Table when original figure,table submission is required. It is not essential consideration.

- 1 Click "Submit a Revision manuscript" in the My Manuscript column.
- 2 Click "Submit revised article" in the Action column for that manuscript.
- 3 You will be redirected to the 'Submit revised article' page.

4

Revised manuscript submission

Submit a revised manuscript

① Upload files and convert to PDF

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1st
Submit revised article
Processing
Major revision

1st Submit revised article

[한국발육발달학회논문투고 테스트, 원스탑서비스, 2020-05-26-00001]

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Attach Figure or Table when original figure, table submission is required. It is not essential consideration.

Manuscript file (DOC) * Indication is required.

1

* Original file
Drag original file or add it from the select file.
[Select file](#)

Creation of Combine file for review Combine after uploading the author information deletion file. * Indication is required.

2

* File for review (without author's information)
Add file for review.
File form: doc, docx, hwp, pdf
[Select file](#)

Image file
Add figure file for review.
file form : jpeg, jpg, png, doc, docx, hwp, pdf
[Select file](#)

3

Click the Convert PDF button to merge into one file.
Conversion time may take some time depending on the file size.

[Convert PDF +](#)

- 1 Upload the original file for the revised manuscript.
- 2 Upload the revised manuscript file for review (this step applies to **re-reviews after revision** only).
- 3 After uploading files, click "Convert PDF" button (this step applies to **re-reviews after revision** only).

※ The conversion feature in 3 may not appear if your institution does not provide the PDF conversion feature.

4

Revised manuscript submission

Submit a revised manuscript

② View the review information and response

Enter a response to the revision feedback from each reviewer, and upload a review response.

1

Review information

Reviewer3

Request for revision

Number	Page /column(L,R)	Line	Request for revision
1	3	12	reference 형식이 맞지 않음.

Reply

2

Reviewed content

Feedback [kais_renewL_notice.jpg](#) 2020-05-26

Reviewed content
reference 형식이 맞지 않음.

Submitter review response

Reviewer's feedback

Content of reviewer's feedback

3

4

- 1 Check the review provided by each reviewer.
 - ✓ You can give a response after checking the revision feedback and general feedback from each reviewer.
 - ✓ Please make sure to check all reviewers' feedback.
- 2 Enter a response to the revision feedback requested by reviewers.
- 3 Upload the author's review response.
 - ✓ You can upload a feedback file in response to a reviewer's general feedback.
- 4 Enter your response to the author review response.

Log in

Manuscript
SubmissionManuscript
managementRevised Manuscript
SubmissionCompleted
ManuscriptsRequesting to issue
a certificate

4

Revised manuscript submission

Submit a revised manuscript**③ Submit the final revised manuscript**

Once the steps of file upload, PDF conversion, and entering a response to the feedback from all reviewers are complete, submit your revised article.

General review

Review results

Accept Minor revision Major revision reject

General review of file	kais_renewL_notice.jpg	2020-05-26
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Content of general review

reference 형식이 맞지 않음.

Save as draft

Undo

1
 Submit revised article →

- 1 Click the "Submit revised article" button to submit a revised manuscript.
 - ✓ After uploading your response to each reviewer and the revised manuscript file, click the 'Submit revised article' button to submit the file.

4

Final article submission

Submit a final article (continued)

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Manuscript management

Submit a final manuscript

Status/Number	Manuscript title	Author (s)	Review results	File	Action
Complete general review 2020-05-18-00001 (2020/05/18)	[2nd] 한국 재무회계 사례논문의 연구동향 (국제회계학회 데모 테스트) Delay final submission 4day(s)	[Submitting] 최영준 [Corresponding] 최영준	Accept 2020-05-18		Review status Submit final article

« < 1 > »

1. Submit a final manuscript (Delay 1)

2. Submit final article

1st Completed general review
View content
Major revision

2nd Submit final article
Processing
Accept

[한국 재무회계 사례논문의 연구동향 (국제회계학회 데모 테스트), 최영준, 2020-05-18-00001]

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Attach Figure or Table when original figure,table submission is required. It is not essential consideration.

Manuscript file (DOC) * Indication is required.

Original file
Drag original file or add it from the select file.
Select file

3. Submit final article

- 1 Click the "Submit final article" on the manuscript management list.
- 2 Click "Submit final article" on the manuscript's action menus.
- 3 You will be redirected to the final article submission page.

Log in

Manuscript
SubmissionManuscript
managementFinal article
SubmissionCompleted
ManuscriptsRequesting to issue
a certificate

4

Final article submission

Submit a final article

1st Completed general review
View content Major revision

2nd Submit final article
Processing Accept

2nd Submit final article

[한국 재무회계 사례논문의 연구동향 (국제회계학회 데모 테스트), 최영준, 2020-05-18-00001]

Delete author information from File for review, Figure and Table.
Attach Figure or Table when original figure, table submission is required. It is not essential consideration.

Manuscript file (DOC)

Original file
Drag original file or add it from the select file.
Select file

Drag and drop files

My Computer folder

이름	날짜
COUNTER_SUSHI	2019-07-10 오전 8:54
pubprocesslarge	2020-06-18 오후 12:53
table	2020-07-27 오전 8:27
심사용 파일	2020-07-23 오후 5:06
원문파일	2020-07-23 오후 5:06

General review

Review results

Accept Minor revision Major revision reject

General review of file
No registered files.

Content of general review

Save as draft Undo

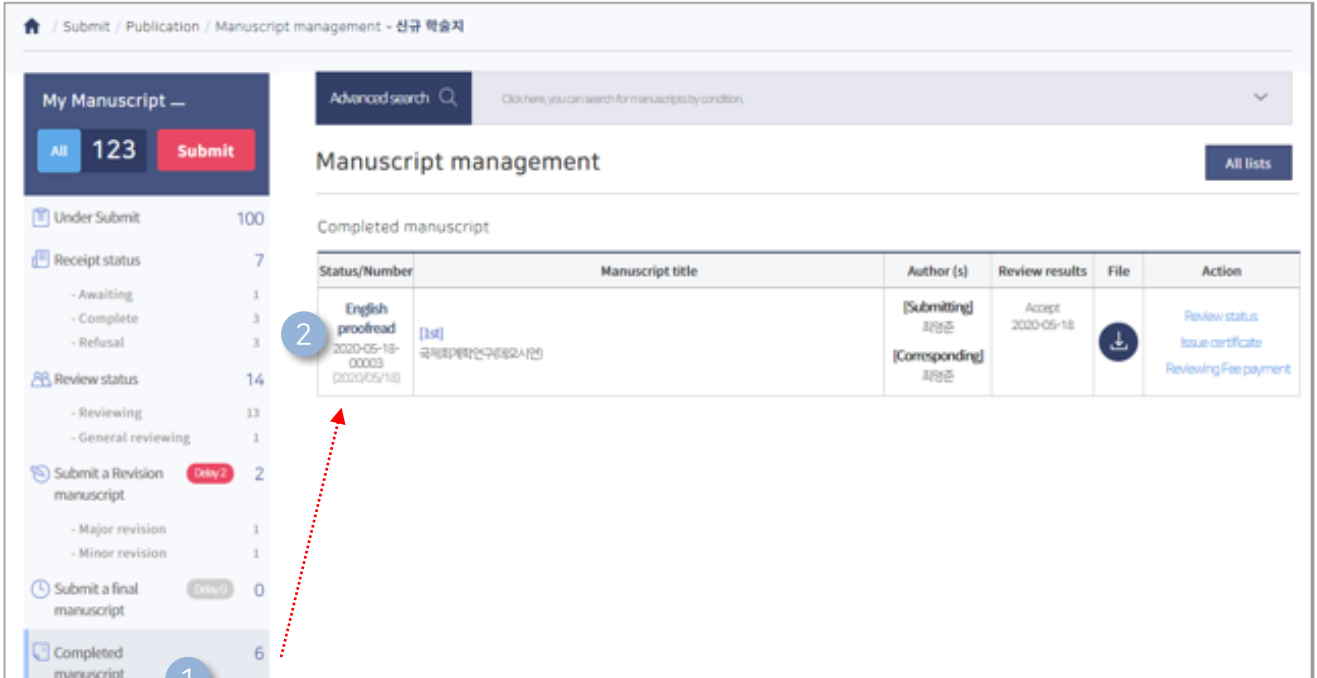
Submit final article →

- 1 Upload a final article file.
- 2 Click the "Submit final article" button on the bottom of the "Submit final article" page.

5


Completed manuscripts

Check for completed manuscripts



Manuscript management

Completed manuscript

Status/Number	Manuscript title	Author (s)	Review results	File	Action
English proofread 2020-05-18-00003 (2020/05/18)	[1st] 국제회계학연구(제2차)논문	[Submitting] 최영준 [Corresponding] 최영준	Accept 2020-05-18		Review status Issue certificate Reviewing Fee payment

1 Click "Completed manuscript" in the manuscript management list.

2 A list of manuscripts for which all steps are complete will appear in the manuscript submission system.

6

Issuing Certificates

Request to issue a certificate

Home / Submit / Publication / Manuscript management - 신규 학술지

My Manuscript —
All 123 Submit

Advanced search Click here, you can search for manuscripts by condition.

Manuscript management

All lists

Completed manuscript

Status/Number	Manuscript title	Author (s)	Review results	File	Action
English proofread 2020-05-18-00003 (2020/05/18)	[1st] 국제회계학연구(데모시연)	[Submitting] 최영준 [Corresponding] 최영준	Accept 2020-05-18		Review status Issue certificate Reviewing Fee payment

1

Issuing Certificates

Certificate	Issue certificate	Status
접수 확인서	Issue certificate	Issuance availability
게재예정증명서(KS TEST)	Issue certificate	Issuance availability
최종 논문 접수 확인서(KS TEST)	Issue certificate	Issuance availability
논문게재증명서	Unable to issue	Unable to issue

2

Information to be submitted

Name of journal	신규 학술지
Review type	awaiting

1 Click "Issue certificate" in the final article list.

2 Click the "Issue certificate" button in the available certificate list.

✓ Certificates type may vary depending on the requirements and environment settings of your institution (organization).