



**HAL**  
open science

## Retours d'expériences : Editorial manager

Marianne Peiffer, Elodie Coulamy

► **To cite this version:**

Marianne Peiffer, Elodie Coulamy. Retours d'expériences : Editorial manager. Journées thématiques du réseau Médecin - Medcamp 2016, Jun 2016, Paris, France. hal-01604505

**HAL Id: hal-01604505**

**<https://hal.science/hal-01604505>**

Submitted on 5 Jun 2020

**HAL** is a multi-disciplinary open access archive for the deposit and dissemination of scientific research documents, whether they are published or not. The documents may come from teaching and research institutions in France or abroad, or from public or private research centers.

L'archive ouverte pluridisciplinaire **HAL**, est destinée au dépôt et à la diffusion de documents scientifiques de niveau recherche, publiés ou non, émanant des établissements d'enseignement et de recherche français ou étrangers, des laboratoires publics ou privés.

## ***Retours d'expériences :***

### ***Editorial Manager***



**Marianne PEIFFER**

Secrétaire de rédaction *Annals of Forest Science*  
Animatrice du pôle PCS (Publication et communication scientifique)

**Elodie COULAMY**

Secrétaire de rédaction *Veterinary Research*





# Editorial Manager

Editorial Manager® is the industry leading, cloud-based manuscript submission and peer-review tracking system for scholarly journals, reference works, books and other publications.

## Core Functionality

Editorial Manager® users are authors, editors, and reviewers. Authors submit manuscript files and metadata, as well as act on revision requests. Editors use the system to review submissions, assign to reviewers, and make and communicate decisions to accept, revise, transfer or reject manuscripts. Reviewers are invited to work on manuscripts, can accept or reject assignments, flag their own availability and specialties for editors, and perform and submit all review tasks right in the system.

## Publishers

Editorial Manager adopters include: Wolters Kluwer, Springer Nature, BMC, Geological Society of America, American Psychological Association, Endocrine Society, Wiley-VCH, Brill, Taylor & Francis, University of Chicago Press, American Association for the Advancement of Science, American Society of Civil Engineers, PLOS, the American Meteorological Society, Microbiology Society, and hundreds more.

## Users of Editorial Manager benefit from:

- Easy manuscript submission, allowing for the capture of manuscript metadata, forms, and files

### PRODUCT TOOLBOX

[Download Product Sheet](#) ▶

[Functionality Checklists](#) ▶

### RESOURCES & LINKS

[Solutions](#) ▶

[Testimonials](#) ▶

### SUBSCRIBE TO OUR NEWSLETTER

Email Address\*

## Editorial Manager : plateforme largement utilisée à l'Inra

Outil de gestion des manuscrits	Publisher (éditeur commercial)	Revue scientifique INRA
Editorial Manager	Springer	Annals of Forest Science
		Apidologie
		Agronomy for Sustainable Development
		Dairy Science & Technology
		Review of Agricultural, Food and Environmental Studies
	BioMed Central	Veterinary Research
		Genetics Selection Evolution
	Cambridge University Press	Animal

Volume 58 No. 1 January/February 2011

ISSN 1286-4560

# Annals of Forest Science



 Springer

 INRA

**Appartient Inra**

**50 ans**

**300-400 manuscrits  
soumis**

**90-100 articles publiés**

**Comité éditorial international (~20 éditeurs  
associés)**

**Double aveugle**

*Original research*

*Reviews*

*Letters to the editor*

*Opinions*

*Data papers*

**AFS est publié: Inra, Elsevier France (1991-2000), EDPSciences (2001-2010),  
and Springer (2011- 2020).**

***Editorial Manager 2011***

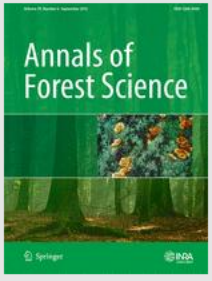
# Annals of Forest Science

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



## Annals of Forest Science



Please Enter the Following Insert Special Character

Username:

Password:

Or Login via: [What is ORCID?](#)

[Send Login Details](#)
[Register Now](#)
[Login Help](#)
[Manuscript Services](#)

Software Copyright © 2016 Aries Systems Corporation. [Privacy Policy](#)

- [About this Publication](#)
- [Instructions For Authors](#)
- [Author Tutorial](#)
- [Reviewer Tutorial](#)
- [System Requirements](#)
- [Register](#)
- [Contact Us](#)

**NEW AUTHORS:** Please click the 'Register' link from the menu above and enter the requested information. Upon successful registration you will be sent an email with instructions on how to verify your registration.

**Note:** If you have received an email from us with an assigned user ID and password, DO NOT REGISTER AGAIN. Just log in to the system as 'Author'.

**AUTHORS:** Please refer to the Instructions for Authors (follow the 'Instructions for Authors' link in the menu above) for details and additional information on how to prepare your manuscript to meet the journal's requirements. Please log in to the system.

**Note:** All source files you upload will be automatically compiled into a single PDF file to be APPROVED by you at the end of the submission process. While the compiled PDF will be used for peer-review purposes, your uploaded source files will be information about requested file formats for text and illustrations please refer to the Instructions for Authors. You can also contact the Editorial Office via the 'Contact Us' link.

**RETURNING AUTHOR:** Please use the provided username and password and log in as 'Author' to track your manuscript or to submit a NEW manuscript. (Do not register again as you will then be unable to track your manuscript).

**REVIEWERS:** Please log in to the system as 'Reviewer'. You may view and/or download manuscripts assigned to you for review, submit your comments for the editors and the authors, and track the progress of your manuscripts through the system.

**Note:** Please click the 'Accept' or 'Decline' button as soon as possible after receipt of the email asking you to review a manuscript.

**TO CHANGE YOUR USERNAME AND PASSWORD:** Log in to the system and select 'Update My Information' from the menu above. At the top of the Update My Information screen, click the 'Change Password' button and follow the directions.

**FORGOT YOUR PASSWORD?** If you have forgotten your password, please click 'Send Login Details' in the frame above and follow the directions.

**ANY FURTHER QUESTIONS?** Please click the 'Contact Us' link.

**Editor in Chief Main  
Menu****Submissions With:**

<a href="#">0 Reviews Complete</a> 2	<a href="#">1 Review Complete</a> 0	<a href="#">2 Reviews Complete</a> 1	<a href="#">3 Reviews Complete</a> 0	<a href="#">4+ Reviews Complete</a> 0
---	--	---	---	--

**Search**[Search Submissions](#) | [Search People](#)**Editor 'To-Do' List**

My Pending Assignments (3)  
[New Assignments](#) (2)  
[Submissions with Required Reviews Complete](#) (1)  
 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)

**View All Assigned**

[View All Assigned Submissions](#) (46)  
[View All Assigned Submissions being Edited](#) (0)

**Subordinate Editor's Pending Assignments (43)**

[Group by Editors I Assigned](#)  
[Group by Editor with Current Responsibility](#)  
[Group by Manuscript Status](#)

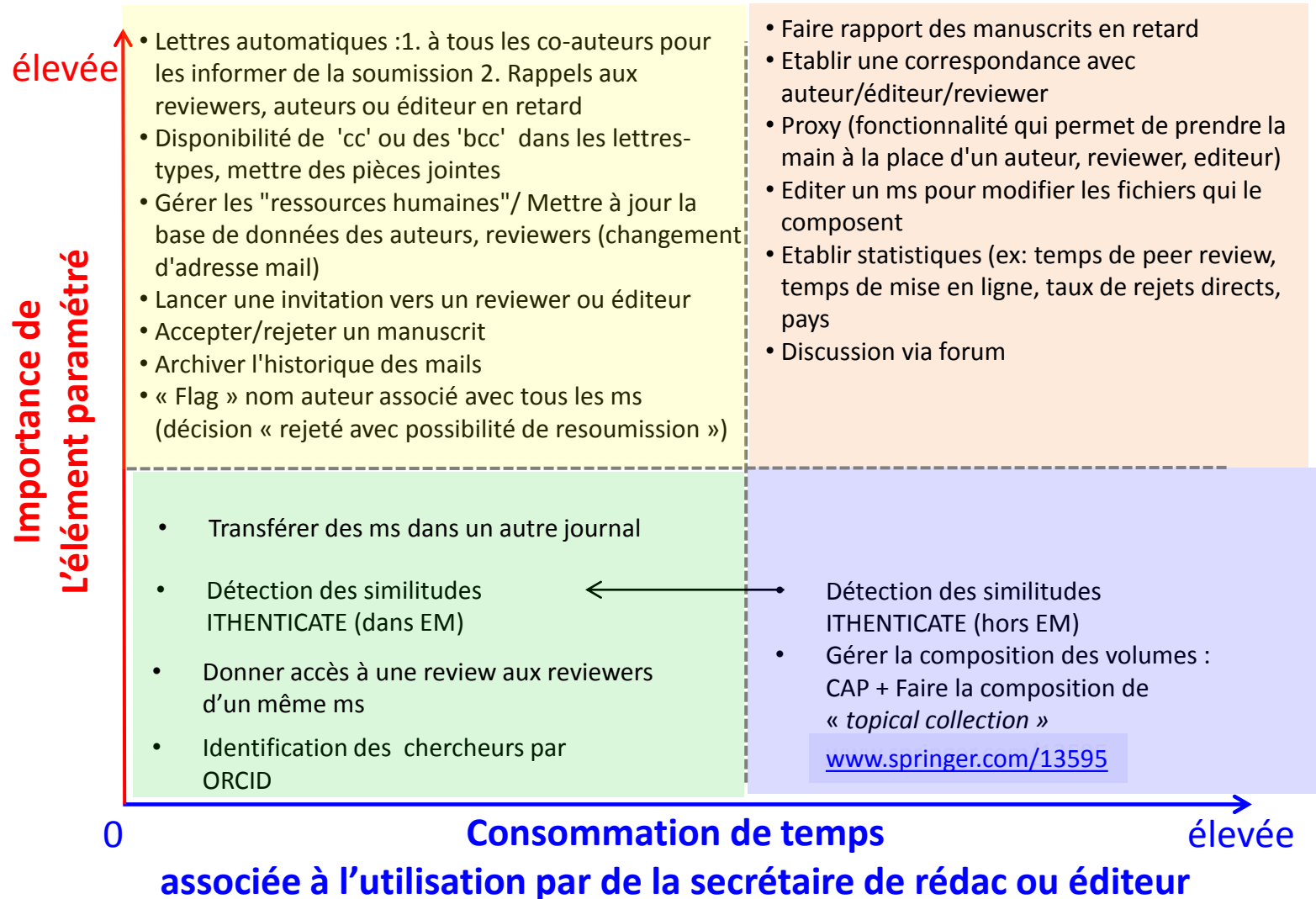
**Submissions with Decisions**

[Submissions out for Revision](#) (12)  
[All Submissions with Editor's Decision](#) (1)  
 All Submissions with Final Disposition:  
[Accept](#) (440), [Reject](#) (1181), [Withdrawn](#) (21)  
[My Assignments with Decision](#) (11)  
[My Assignments with Final Disposition](#) (1630)

**Administrative Functions**

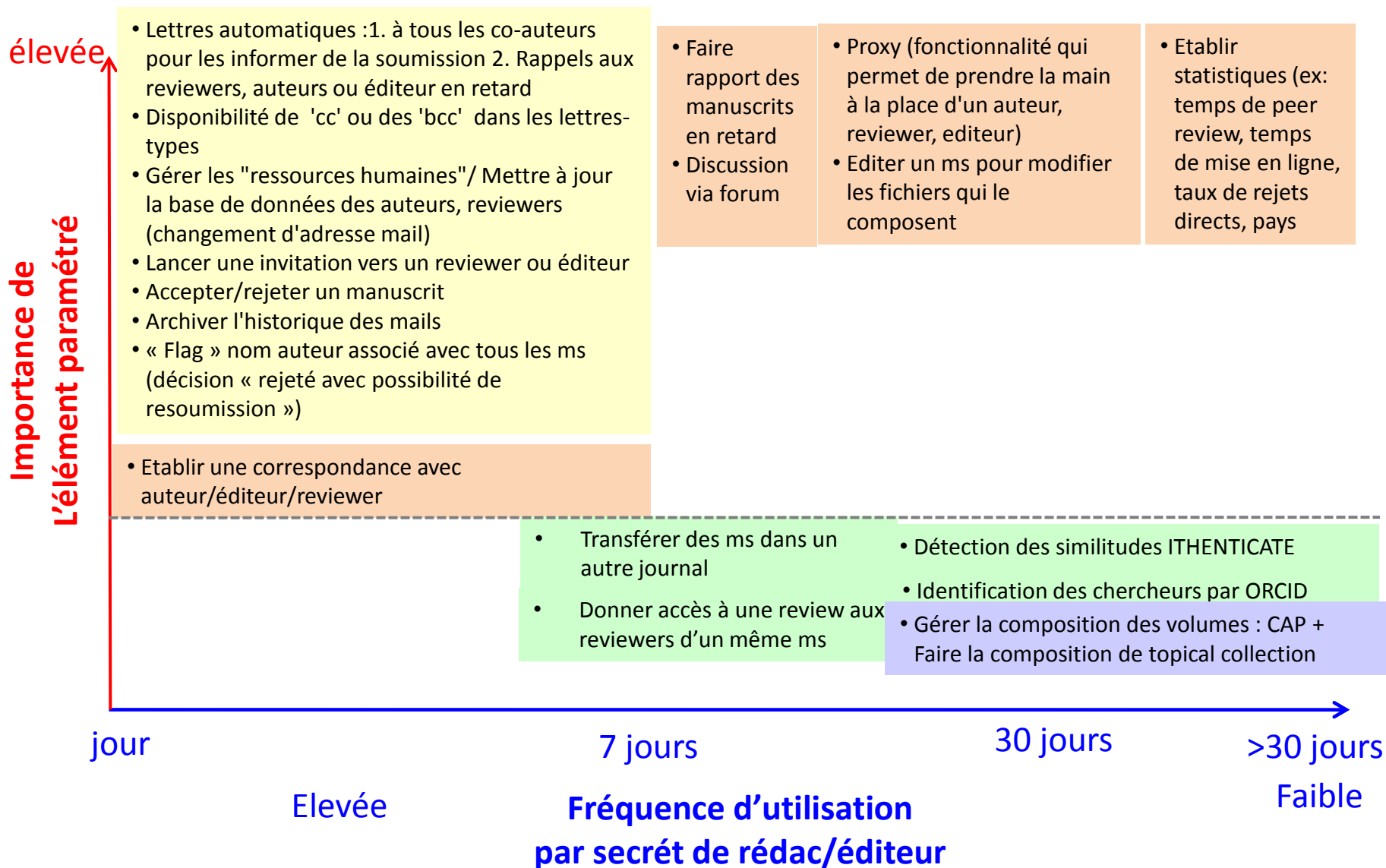
[System Administrator Functions](#)  
[Register New User](#)  
[Reports](#)  
[Send Reminder Letters](#)

# Éléments paramétrés (et utilisés) dans Editorial Manager (EM) en fonction de leur importance et de la consommation de temps

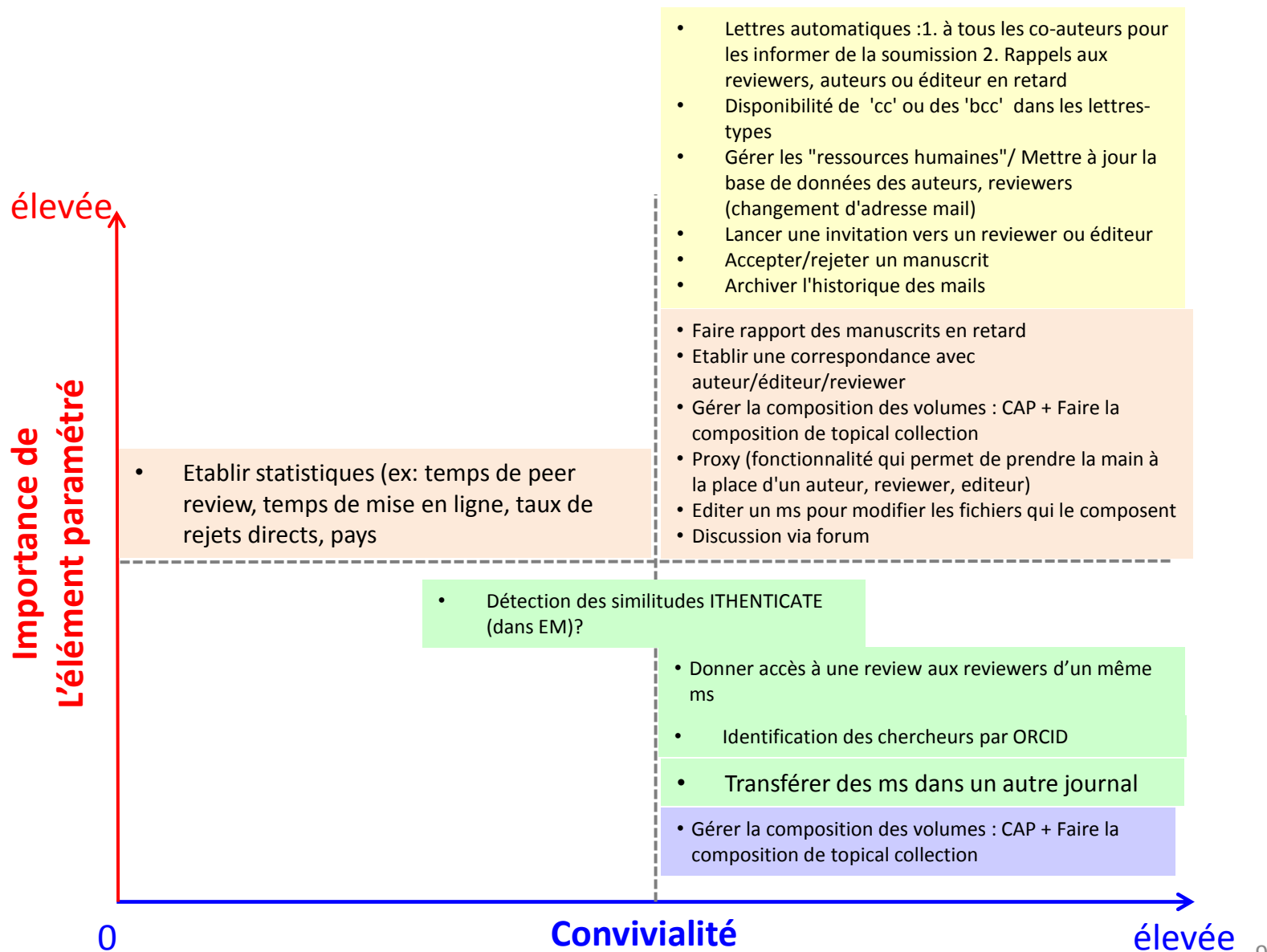




# Éléments paramétrés (et utilisés) dans Editorial Manager (EM) en fonction de leur importance et de la fréquence d'utilisation



# Éléments paramétrés (et utilisés) dans Editorial Manager (EM) en fonction de leur importance et de leur convivialité



Avantages	Inconvénients
Convivial	2-3 mises à jour /an
Simple d'utilisation (une fois que c'est compris...)	Paramétrage (options masquées)
Fiabilité (assurance qualité) Excellente	prix
Composition de <i>topical collection</i>	Intégration des « reviews » (évaluation par les pairs) faites ailleurs par ex POS (Portage des « review » )
fonctionnalités de soumission des manuscrits et suivi du peer-review → maîtrise parfaite	

# Merci pour votre attention

Marianne PEIFFER, PhD

INRA Nancy

Email [ann.for.sci@nancy.inra.fr](mailto:ann.for.sci@nancy.inra.fr)

<http://www.springer.com/13595>

Researcher ID

ORCID: [0000-0001-5326-3590](https://orcid.org/0000-0001-5326-3590)