

Editor-In-Chief User Guide

Welcome to the Dove Medical Press Editor-In-Chief User Guide.

This guide is organized in the following sections and will help you navigate through your decision-making process.

1. [Login](#)
2. [Welcome](#)
3. [Work in your Editor-In-Chief area](#)
4. [Manuscripts requiring Editor-In-Chief review](#)
5. [Making a decision on manuscripts that have completed peer review](#)
6. [Making final decision](#)
7. [Manuscripts being reviewed](#)
8. [Recently reviewed manuscripts](#)
9. [Data change request for accepted paper](#)



All Dove journals are members of and subscribe to the principles of the [Committee on Publication Ethics \(COPE\)](#).

1. LOGIN

As an editorial decision-maker, you will receive an email when a submitted manuscript has been peer-reviewed and is awaiting your editorial decision.

Either click on the link in the email or navigate to the <https://www.dovepress.com/> website (Figure 1).

The screenshot shows the Dove Medical Press website homepage. At the top, there is a navigation menu with links: About | Contact | Sustainability | Press Releases | Testimonials | Blog | Favored Author Program | Permissions | Pre-Submission | Login. Below the navigation is a header banner with the Dovepress logo and the tagline "open access to scientific and medical research". A search bar is located on the right side of the banner. Below the banner is a "Breaking News" section with a link to "Breast Cancer Awareness Month - no fee offer for Breast Cancer: Targets and Therapy until the end of 2016". A secondary navigation menu includes: Home | Browse Journals | Why Dove? | Editors-in-Chief | Author Guidelines | Peer Review Guidelines | Open Outlook. The main content area is divided into two columns. The left column features a "Papers Published" counter showing 28187, a "Submit Manuscript" button, a "Journal Email Alerts" section with a "Signup for Alerts" button, and an "Impact Factors" list with various journal titles and their respective impact factors. The right column is titled "Featured Articles" and includes a "Latest" filter. It lists three articles: 1. "Update and clinical utility of the LenSx femtosecond laser in cataract surgery" by Roberts TV, Lawless M, Sutton G, Hodge C, published in Clinical Ophthalmology 2016. 2. "Predictors of quality of life among hospitalized geriatric patients with diabetes mellitus upon discharge" by Johari N, Manaf ZA, Ibrahim N, Shahar S, Mustafa N, published in Clinical Interventions in Aging 2016. 3. "Mutations, associated with early-onset Alzheimer's disease, discovered in Asian countries" by Bagyinszky E, Youn YC, An SSA, Kim S, published in Clinical Interventions in Aging 2016. A fourth article, "Dental management in patients with hypertension: challenges and solutions" by Southerland JH, Gill DG, Ganqula PR, Halpern LR, Cardona CY, Mouton CP, is partially visible at the bottom.

Figure 1 Dove Medical Press Website

Click on the Login button at the top right of the screen. This will take you to the login screen (Figure 2).

28187
Papers Published

Submit Manuscript

Journal Email Alerts
Signup for Alerts

About Dove Press

Dovepress Login

Username or Email:

Password:

Remember me

Login

[Forgot password?](#) | [Register an account](#)

Figure 2 Login screen

Please log in using the User ID and password supplied. If you do not have your User ID or password, please click “Forgot password?”.

Forgotten password

Enter your email address, click “Retrieve password” and we will email you the details to change your password.

Dovepress Forgotten Password

Email:

Retrieve password

[Login now!](#)

Remember Me

If you are working from your personal computer, you may choose to check the box next to “Remember Me” and you will be automatically logged in each time you return to our website.

2. WELCOME

Once you have logged in, you will be taken to your home page (Figure 3; we have used Dr. Cleary as our example in the following screenshots):

The screenshot displays the Editor-in-Chief Interface. At the top, there is a navigation bar with links: Home, Journals, Why publish with us?, Editorial Policies, Author Information, Peer Review Guidelines, and Open Outlook. On the left, a sidebar menu for 'My Dovepress' is visible, with the 'Editor-in-Chief' option selected. The main content area is titled 'Editor-in-Chief Interface' and contains four tabs: 'Pending approval', 'Requiring Editor-in-Chief Review' (which is active), 'Being peer-reviewed', and 'Recently reviewed manuscripts'. Below the tabs, there is a table with 2 records. The first record has Sub ID 219037, Date sent to EIC 23 Aug 2019, and Manuscript title 'Bibliometric analysis of nanomedicine research on head and neck squamous cell carcinoma: emphasis on study topics and trends'. The second record has Sub ID 224550, Date sent to EIC 29 Aug 2019, and Manuscript title 'LncRNA SNHG1 regulates progression of esophageal squamous cell cancer by miR-204/HOXC8 axis'. Both records have a 'DECISION' link.

Figure 3 The Welcome screen.

If you do not see the above page, please click on the “Editor-In-Chief” option in the left column. This will take you to the Editor-In-Chief screen where papers are awaiting your attention

3. WORK IN YOUR EDITOR-IN-CHIEF AREA

Welcome to the Editor-In-Chief area.

The Editor-In-Chief screen has four elements: Pending approval, Requiring Editor-In-Chief Review, Being peer-reviewed, and Recently Reviewed Manuscripts. We will discuss each area in the following screens.

Please note: Pending approval is an upcoming functionality that is not available at this time.

4. MANUSCRIPTS REQUIRING EDITOR-IN-CHIEF REVIEW

This is the area where you will find the manuscripts that require your attention. Each manuscript has a separate entry. The example shown in Figure 4 has two manuscripts that require attention.

The first is a manuscript that has completed peer review and is awaiting your first decision. The second is a manuscript that has completed post-peer review revision and is ready for your final decision.

Editor-in-Chief Interface

Sub ID	Date sent to EIC	Manuscript
224550	29 Aug 2019	Title: LncRNA SNHG1 regulates progression of esophageal squamous cell cancer by miR-204/HOXC8 axis Journal: OncoTargets and Therapy DECISION
219037	23 Sep 2020	Title: Bibliometric analysis of nanomedicine research on head and neck squamous cell carcinoma: emphasis on study topics and trends Journal: International Journal of Nanomedicine AWAITING A FINAL DECISION

Figure 4 Manuscripts Requiring Editor-In-Chief Review

5. MAKING A DECISION ON MANUSCRIPTS THAT HAVE JUST COMPLETED PEER REVIEW

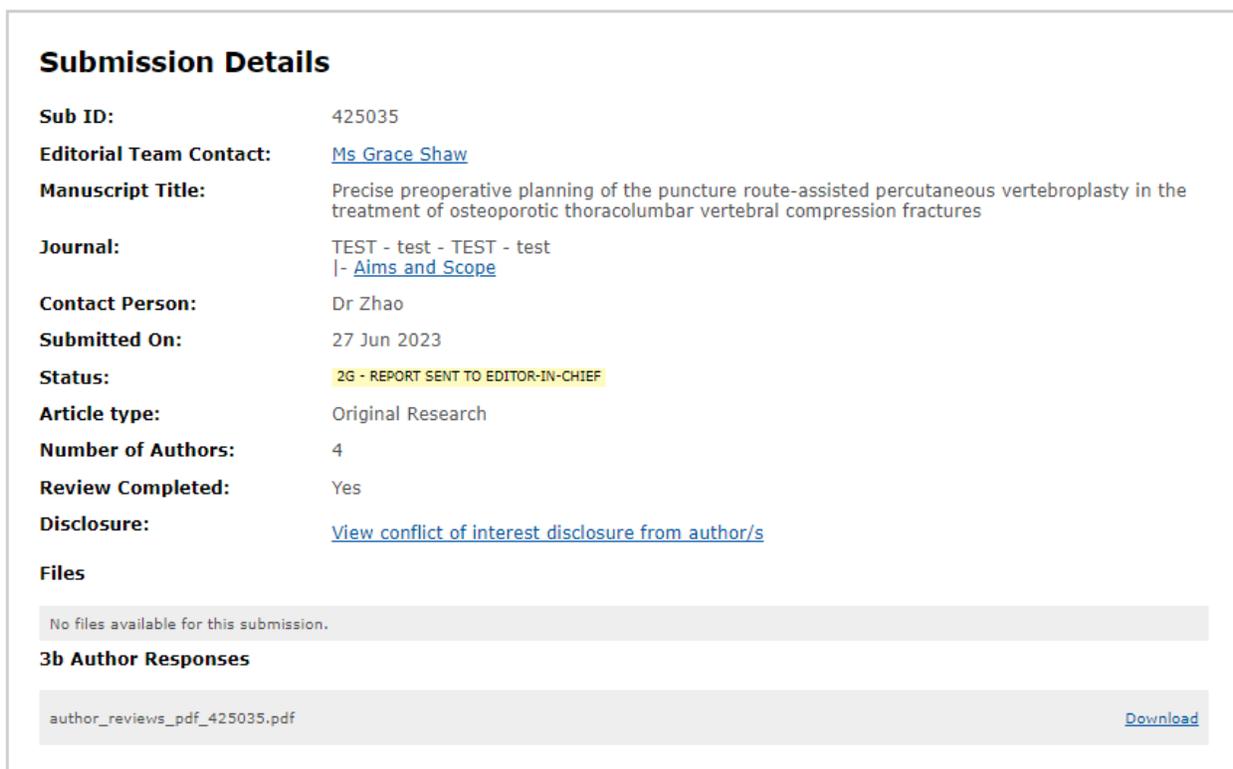
Papers in the “Requiring Editor-In-Chief Review” area requiring a first decision have now completed peer review and are awaiting your decision whether to accept, reject, or send peer review comments to the author.

Each manuscript entry has the link “Decision” which takes you to the Editor-in-Chief Interface screen. See Figure 4.

In making your decision, you will need to click on the link “Decision”. This will take you to the manuscript details and peer reviewer’s comments.

The manuscript files are listed below ‘Files’ in the top section of the screen, below the submission details e.g. number of authors, reviewer recommendation. Please click on “Download” to view the files. (Figure 5)

Your web browser will prompt you to save them to a location of your choice or to open them immediately. We recommend that you save them to a directory dedicated for this purpose.



Submission Details

Sub ID: 425035

Editorial Team Contact: [Ms Grace Shaw](#)

Manuscript Title: Precise preoperative planning of the puncture route-assisted percutaneous vertebroplasty in the treatment of osteoporotic thoracolumbar vertebral compression fractures

Journal: TEST - test - TEST - test
|- [Aims and Scope](#)

Contact Person: Dr Zhao

Submitted On: 27 Jun 2023

Status: 2G - REPORT SENT TO EDITOR-IN-CHIEF

Article type: Original Research

Number of Authors: 4

Review Completed: Yes

Disclosure: [View conflict of interest disclosure from author/s](#)

Files

No files available for this submission.

3b Author Responses

author_reviews_pdf_425035.pdf [Download](#)

Figure 5 Top section containing the manuscript details

Reviewer comments

This contains a list of the peer reviewers who were invited to review this manuscript and their recommendations. We require at least 2 peer reviewers.

The Reviewer comment section shows the **Name** of the reviewer, their **CV** or link to their PubMed citation and their **Status** (whether they completed the review task). (Figure 6)

Reviewer comments (2)

[Click to download reviewers comments](#)

Reviewer:	Dr Wu
CV:	PubMed Citation
Status:	Completed

Reviewer:	Dr Peng
CV:	PubMed Citation
Status:	Completed

Figure 6 Reviewers details

Click the red “Click to download reviewers’ comments” button to see the PDF containing the complex review of each reviewer. (Figure 7)

[Click to download reviewers comments](#)

Figure 7 Reviewer comments

Editor-in-Chief Comments

This section shows the Editor-in-Chief comments at first and final decision (Figure 8)

Editor-in-Chief Comments

EIC Decision at 2g:

Awaiting

EIC Comment at 2g:

Awaiting.

EIC Confidential Comment at 2g:

Awaiting.

EIC Decision at 4c:

Awaiting

EIC Comment at 4c:

Awaiting.

Dove Press-Only Comment History:

None

Figure 8 Editor-in-Chief comments

Editor-in-Chief Decision

Step 1 – Click in the box to confirm paper details will be kept confidential (Figure 9)

Step 2 – View the authors conflict of interest disclosure and tick Yes or No if any concerns are raised (Figure 9)

Step 3 - When you are satisfied with the comments given by the reviewers, you are ready to make your decision. You have five options (Figure 9 and 10):

Editor-in-Chief Decision

All papers submitted to Dove Medical Press are to be kept confidential. Peer-reviewers, Editors-in-Chief, Associate Editors and Dove Medical Press staff should not disclose, discuss, or provide any part or aspect of such papers until such time as they are published. Rejected papers may not be discussed, disclosed or provided to any third parties at any time. By acting as an invited reviewer, Editor-in-Chief, or Associate Editor you agree to be bound by these restrictions.

If relevant, do any of the authors competing interests raise concerns about the validity of the study i.e. have the authors' competing interests created a bias in the reporting of the results and conclusions? ([View conflict of interest disclosure from author/s](#))

- Yes
 No

Editorial Decision:

- Accept - without further changes
 Revise - with minor changes
 Revise - with major changes
 Reject - not suitable for revision
 Reject - Not sound/not suitable for publication

Reviews accepted:

Please tick the reviews you wish to accept as completed:

- Dr Özger (conflict: none)
 Dr Armocida (conflict: none)

Comments for the Authors:

Confirm Decision

Figure 9 Editor-in-Chief Decision Step 1 – 3

Editorial Decision:

- Accept - without further changes
 Revise - with minor changes
 Revise - with major changes
 Reject - not suitable for revision
 Reject - Not sound/not suitable for publication

Figure 10 Editorial decision options

These decisions will be relayed to the Revised Manuscript team at Dove, who will pass along the decision to the authors.

Option 1 – Accept - without further changes

Selecting this option means that you are satisfied with the manuscript as it is, and you do not see the need for the author to revise and resubmit their material. We will then immediately contact the author to take them through the pre-press publication process. Please note, we may reach out asking you to confirm your decision depending on the amount of corrections requested by the reviewers.

Option 2 – Revise with minor changes

Selecting this option means that you feel the manuscript could use some minor revision based on the reviewers comments before publication in your journal.

We will send an email containing the peer reviewers’ recommendations to the authors, along with our required editorial corrections.

Option 3 – Revise with major changes

Selecting this option means that you feel the manuscript could use some major revision based on the reviewers comments before publication in your journal.

We will send an email containing the peer reviewers’ recommendations to the authors, along with our required editorial corrections. Due to the large nature of revisions required, we will be offering the authors more time to perform the revisions, and will be checking the amount of revisions done by the authors when they resubmit.

Option 4 – Reject – not suitable for revision

Selecting this option means that you do not believe that this manuscript is currently suitable for publication, and the amount of revisions needed to make the manuscript publishable is too great to be done during a revision period of 21 days. When selecting this option, we will allow the authors to resubmit if they wish as a brand new submission, provided they substantially revise their manuscript before resubmitting.

Option 5 – Reject – not sound/not suitable for publication

Selecting this option means that you do not believe that this manuscript should be published in your journal at all, whether due to the manuscript being a very poor quality that no amount of revision will improve, or the information in the manuscript has serious flaws that also is unable to be improved. When selecting this option authors will not be allowed to resubmit the manuscript.

When selecting options 4 or 5, you will first be asked to tick the box related to your reason for rejecting the manuscript. These options won’t be supplied to our authors, and are only for internal use. Our Consulting Editor team will use this data to help improve their initial assessment requirements so only manuscripts of a certain standard are sent for peer review and decision. (Figure 10a)

To help us further improve our initial assessment and Aims/Scope checks, please highlight the reason for rejection below. Please note this is in addition to your provided rationale, however your selected options below will not be passed along to the authors and is only for internal use

- Aims/Scope of the paper – Manuscript is outside of journal scope
- Originality – Manuscript lacks originality, novelty or significance
- Language – Poor language, writing or structure
- Design, method, analysis - unaddressable flaw in design, method or analysis
- Discussion – lacks the necessary depth or detail
- Conclusions – inaccurate or unsupported conclusions
- Plagiarism or unethical research – serious ethical concerns
- Suspicious origin – potential papermill, computer-generated hoax
- Other – please clearly state the reason

Figure 10b Internal reason for rejection

Additionally, please provide us with a reason why you have chosen to reject this manuscript outright in the “**Reason for Rejection**” box (Figure 10b). This reason will be passed along to the authors, so please include a detailed rationale for your decision to reject, and any comments or improvements that you may wish to communicate to the authors that are not contained by the reviewer comments.

Reason for Rejection: (will be sent to author)

Figure 10b Reason for Rejection for authors

Step 4 - You must choose to send at least two of the peer reviewer comments to the author. Simply tick the box next to the reviewer’s name and their comments will be sent to the author (Figure 10c). Please note, we require at least two sets of comments are sent to the authors.

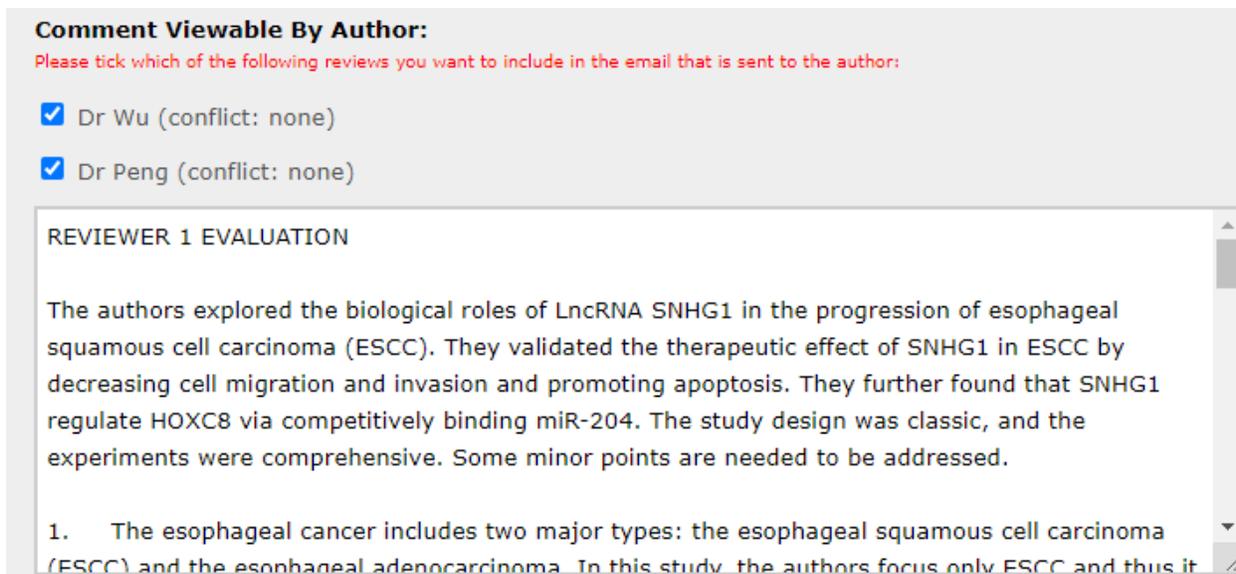


Figure 10c Reviewers comments sent to the author Step 4

Once you have finished click 'Confirm Decision' to send to the DovePress team.

Dove Medical Press editorial staff will then write a personal email to the author to inform them that their current version of the manuscript can't be considered for publication in the journal.

Dove Medical Press-Only Comment Box (found at the bottom of screen)

This box is for your internal comments to the editorial staff at Dove Medical Press (Figure 12). The information in this box will not be sent to the author.

You may choose to take this opportunity to communicate any concerns that you have regarding this manuscript, such as missing elements, inability to download material, or your concerns about the peer reviewer comments provided.

Once you have completed your note, please click the "update" button. When you click "update", your comments will be sent by email to Dove Medical Press editorial staff. You will be returned to the Editor-in-Chief Interface page. Please note that if you do not click "update", your comments will not be recorded.

This is a quick and easy way for you to communicate with Dove Medical Press editorial staff

Internal Comment

Dove Press-Only comment:

Update

Figure 12 Dove Press-Only comment box.

6. MAKING A FINAL DECISION

Manuscripts that have been “Revise with changes - requires modification to address reviewer comments before final decision is made” are returned to you for a final decision when the comments have been addressed by the authors. Click on the red “(Awaiting a final decision)” which takes you to the Editor-in-Chief Interface screen.

The original files and the revised files (including the author response to the reviewer’s comments and the reviewer’s comments sent to the author) are available for you to make your decision. (Figure 13). The reviewer comments are still available for viewing, click on the red “Click to download reviewers comments” button in the reviewer’s comments section (Figure 14).

Submission Details

Sub ID: 449994

Editorial Team Contact: [Ms Marina Ralph](#)

Manuscript Title: Tracy test method

Journal: TEST - test - TEST - test
| - [Aims and Scope](#)

Contact Person: Dr Cleary

Submitted On: 15 Nov 2023

Status: 4C - SENT TO EDITOR-IN-CHIEF FOR ACCEPTANCE OR REJECTION

Article type: Method

Number of Authors: 1

Review Completed: Yes

Disclosure: [View conflict of interest disclosure from author/s](#)

Files

449994-ms.docx	November 15 2023 10:53:42	Download
MANUSCRIPT FILE		

3b Author Responses

author_reviews_pdf_449994.pdf	Download
---	--------------------------

Figure 13 Manuscript details and files

Reviewer comments (2)

[Click to download reviewers comments](#)

Reviewer: Dr Cabral

CV: [PubMed Citation](#)

Status: Completed

Reviewer: Dr Cortese

CV: [PubMed Citation](#)

Status: Completed

Figure 14 Peer reviewer's details and comments

The Editor-in-Chief comments at first and final decision are also shown on this screen (Figure 15)

Editor-in-Chief Comments

EIC Decision at 2g:

Reject - requires modification to address reviewer comments

EIC Comment at 2g:

[Show email to author](#)

EIC Confidential Comment at 2g:

[Show Comment](#)

EIC Decision at 4c:

Awaiting

EIC Comment at 4c:

Awaiting.

Dove Press-Only Comment History:

None

Figure 15 Editor-in-Chief comments

When you are satisfied with the authors' work, you are ready to make your decision.

Step 1 – Click in the box to confirm the details of the paper will be kept confidential (Figure 16a)

Step 2 - You have three options available on the EIC interface (Figure 16a):

“Accept for typesetting and publication”

“Reject revised manuscript”

“Contact Dove Coordinator”

The third option, Contact Dove Coordinator, is used for any concerns which are stopping acceptance or rejection of the manuscript such as additional revision requests. Using this option is the exception rather than the rule, as it adds to delays with 90+ journals and all their papers to process. If required:

- We can send papers back to peer-reviewers in rare circumstances, for instance if the reviewers have requested a large number of corrections that the authors have addressed.
- If the author hasn't addressed all the reviewer comments to your satisfaction and you believe the paper has sufficient merit you can forward your request to your Dove Medical Press contact in the editorial support department (either by email or internal comment) so they can send it on to the author.

In either case, please use the 'Contact Dove Coordinator', but don't process the final decision on the submission as Dove will, once the author has responded. Once you have submitted your query, the submission will have an indicator next to stating the query has been sent through to Dove (Fig 16). Once we have sorted or responded to your query, the indicator will be removed.

Step 3 – If you feel a paper is of particular note you can add a comment here. Dove will then consider if it will be included in a press release. This comment is to be used sparingly and only for those papers that are particularly groundbreaking or topical in the field at present (Figure 16a).

Step 4 – If a paper has a video abstract submitted with it please view the video and tick if you accept or reject it (Fig 16b). If the paper has no Video Abstract submitted, this option will not show.

Step 5 – Dove Press Only comment - If you wish to add a comment for the DovePress editorial department you can add this here.

Step 6 - To process your decision please click on the "Confirm Editor-in-Chief Decision' button (Figure 16).



Fig 16 comments sent to Dove indicator.

Editor-in-Chief Final Decision

All papers submitted to Dove Medical Press are to be kept confidential. Peer-reviewers, Editors-in-Chief, Associate Editors and Dove Medical Press staff should not disclose, discuss, or provide any part or aspect of such papers until such time as they are published. Rejected papers may not be discussed, disclosed or provided to any third parties. By acting as an invited reviewer, Editor-in-Chief, or Associate Editor you agree to be bound by these restrictions.

Editorial Decision:

- Accept for typesetting and publication
- Reject revised manuscript
- Contact Dove Coordinator – For any concerns which are stopping acceptance or rejection of the manuscript such as additional revision requests

Noteworthy:

- This paper is noteworthy

Tick this for any papers you believe are noteworthy to the wider community. Dove Press will consider this for inclusion in a press release.

Dove Press-Only comment:

Confirm Editor-in-Chief Decision

Figure 16a Final decision step 1 - 6

Your job is now done! Thank you for successfully making your decision on the manuscripts in your journal.

This paper also has a video abstract. Please view video [here](#).

- Accept video abstract
- Reject video abstract

Figure 16b Video abstract options

Please do not hesitate to contact Dove Medical Press if you have any concerns .

Editorial Support

Amy Crocome amycrocome@dovepress.com – Editor Liaison
Robert Irvine robertirvine@dovepress.com – Revised Manuscripts Team Manager
Marina Ralph marinaralph@dovepress.com – Revised Manuscripts Team Assistant Manager
Jessica Elferink jessicaelferink@dovepress.com - Consulting Editor Manager
Natasha Hodgkinson natashahodgkinson@dovepress.com - Consulting Editor Assistant Manager
Sandra Walters sandrawalters@dovepress.com - Peer Review Coordinator Manager
Deidre Inglis deidreinglis@dovepress.com - Peer Review Coordinator Assistant Manager

7. MANUSCRIPTS BEING REVIEWED

Figure 17 shows the portion of the Editor-In-Chief area that contains manuscripts currently in peer review.

The status in Figure 17 for Sub ID 94105 reads “2e - Second or more Peer Review Reports Returned”. At this point, two or more reviewer comments have been returned, but peer review has not yet completed. This is your opportunity to download and read the manuscripts in advance of peer review completion. Please click on the Sub ID to access the Submission Detail screen (Figure 18). You may then view the manuscript by clicking on the ‘Download’ in the files and downloading it to your computer or opening the file to read it.

When peer review completes, the paper will move up into “Manuscripts Requiring Editor-In-Chief Review”.

Editor-in-Chief Interface

Requiring Editor-in-Chief Review **Being peer-reviewed** Recently Reviewed Manuscripts

[Editor-in-Chief helpdesk](#)

- 1 record -

Sub ID	Peer reviews Due	Manuscript
94105	20 Sep 2015	Title: Perceived stress at transition to workplace – A qualitative interview study exploring final year medical students' needs Journal: Advances in Medical Education and Practice 2E - SECOND OR MORE PEER REVIEW REPORTS RETURNED

Figure 17 Manuscripts in peer review

Submission Details

Submission ID: 94105

Manuscript Title: Perceived stress at transition to workplace – A qualitative interview study exploring final year medical students' needs

Journal: Advances in Medical Education and Practice

Submitted on: 10 Aug 2015

Contact Person: Dr Nikendei

Status: 2E - SECOND OR MORE PEER REVIEW REPORTS RETURNED

Number of Authors: 4

Review Completed: No

Files:

18_Oct_2016_Abstract_views.docx	October 18 2016 16:10:13	Download
---	-----------------------------	--------------------------

Figure 18 The Submission Detail screen

8. RECENTLY REVIEWED MANUSCRIPTS

After you have made your decision, the manuscript will be moved to the “Recently Reviewed Manuscripts” area of the Editor-In-Chief screen (Figure 19).

You may click on the Sub ID to see the Submission Details which will now contain the manuscript files, peer reviewer comments, Editor-In-Chief’s internal notes, and the final decision.

Editor-in-Chief Interface

Requiring Editor-in-Chief Review	Being peer-reviewed	Recently Reviewed Manuscripts
----------------------------------	---------------------	-------------------------------

[Editor-in-Chief helpdesk](#)

- 1 record -

Sub ID	Contact Person	Manuscript
66083	Professor Pandha	Title: Cancer immunotherapy via combining oncolytic virotherapy with chemotherapy: recent advances Journal: Oncolytic Virotherapy

Figure 19 Recently Reviewed Manuscripts

9. DATA CHANGE REQUEST FOR ACCEPTED PAPER

If an author requests changes to the manuscript post acceptance an email will be delivered to the editor who made the initial decision with a link to access the paper for review. This will also show in the Editor-In-Chief interface (Figure 20).

Editor-in-Chief Interface

Requiring Editor-in-Chief Review	Being peer-reviewed	Recently reviewed manuscripts
----------------------------------	---------------------	-------------------------------

[Editor-in-Chief helpdesk](#)

- 1 record -

Sub ID	Date sent to EIC	Manuscript
302445	30 Dec 2021	DECISION NEEDED Title: Tracy test for graphical abstract Journal: TEST - test - TEST - test DATA CHANGE REQUEST AFTER ACCEPTANCE

Figure 20 Data change request after acceptance

Click the orange “Data change request after acceptance” link to view the reasons for the data change request, the files and to make your decision (Figure 21)

Submission Details

Submission ID: 302445
Journal Contact: Miss Tania Olliver
Manuscript Title: Tracy test for graphical abstract
Journal: TEST - test - TEST - test
Article Type: Original Research
Status: PENDING APPROVAL FOR DATA CHANGE REQUEST

Data Change Request

Request Date: 30 December 2021
Reason(s) for data change request: Test paper
Files:

302445-ms.docx	February 18 2021 14:21:09	Download
--------------------------------	---------------------------	--------------------------

Editor-In-Chief Decision

Editor-in-Chief decision: Accept Reject Helpdesk

Confirm decision

Figure 21 Data change request details

If you chose to Accept the changes, click ‘Accept’ and ‘Confirm decision’.

If you chose to Reject the changes, click ‘Reject’, complete the comments box that opens up (Figure 22) and ‘Confirm decision’.

If you require a re-review or have any other questions, click the ‘Helpdesk’ option and complete the comments box that opens up and ‘Confirm decision’.

Editor-In-Chief Decision

Editor-in-Chief decision: Accept Reject Helpdesk

Comment:

Required

Confirm decision

Figure 22 Changes rejected comment box

Once the confirm decision button is clicked, the task will be removed from the Editors interface. An acknowledgement statement will appear on top of the interface page. The production team will receive an email alert of the decision.

If the paper required re-review, the production team will contact the peer reviewers who are willing to re-review to review the paper again. Once we receive the re-reviews the editor will be notified by email and the paper will appear in the Editor-in-Chief interface for a final decision. The reviewer's comments will show and the option to Accept or Reject the changes are available (Figure 23).

Response(s) from the Peer Reviewers:

Dr Astin
[recommendations for the author:](#) Testing for PR1 re-review evaluation selected
[Comments for the EIC:](#) N/A

Dr Loewen
[recommendations for the author:](#) Testing for PR2- re-review evaluation
[Comments for the EIC:](#) Thank you for giving me a chance to re-review this paper. The data change requested seem reasonable and necessary.

Editor-In-Chief Decision

Editor-in-Chief decision: Accept Reject

Confirm final decision

Figure 23 Re-review decision