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SIMPLE STEPS FROM SUBMISSION TO PUBLICATION

1 Visit the website of your chosen journal and click on submit in the top menu. Log-in to your account[1] if you are an existing user or create an account if you are new to the system.

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2 Upload your manuscript. Our submission pre-fill process enables auto-completion of fields using information from the paper.

3 Provide details of the article type, title and abstract.

4 Upload remaining files, including supplementary files.

5 Select subject area(s) and category from the drop-down lists and add keywords in the free text box (between three and six).

6 Add all authors[2] and their institutions[3] and include author contributions via CRediT.

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7 Suggest reviewers/editors with options of 'preferred' and/or 'non-preferred'. Consider diversity when suggesting reviewers.

8 Add remaining details, including:
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9 Indicate if your paper was commissioned by a Preprint Editor (not applicable to all journals).

10 Indicate if you wish for peer review information to be published alongside your article (not applicable to all journals).

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17 Our Production team will contact the corresponding author, usually within 10 – 14 days of acceptance, with the article proofs for checking. Our Press team may also get in touch to discuss media promotion for your article.

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