ScholarOne Manuscripts

Instruction Manual for Authors



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This instruction manual is based on the standard settings, and the settings might be different in your journal's site.

Log In

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Create Account

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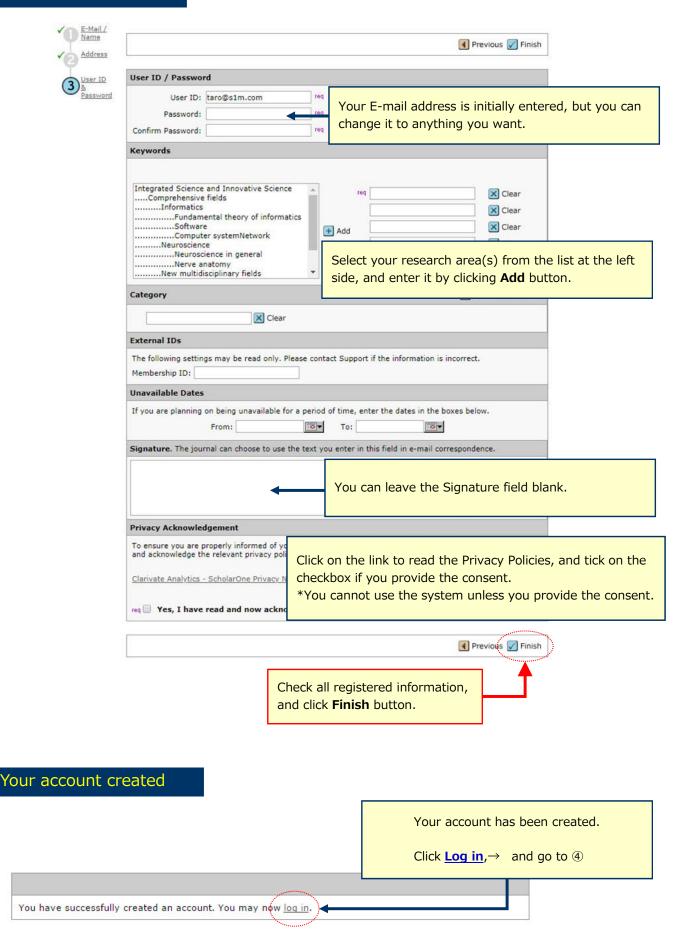
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Step 3: User ID & Password



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Home

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 To continue submission for manuscripts you already created. Click [Unsubmitted and Manuscripts in Draft] in the list, and click Continue link.
 To continue submission for returned manuscripts There is a possibility that your manuscripts will be returned at the Admin check after the submission. Those for the first submission are located in [Unsubmitted and Manuscripts in Draft], and those for the revised manuscripts submission are located in [Revised Manuscripts in Draft]. Click the appropriate link, and click Continue.

4

Step 1: Type, Title & Abstract

Fill in all the required field between Step 1 and 5. Then, you can submit your manuscript after you check all information you entered on the PDF file on Step 6.

When you move to the other Step pages, the system automatically saves information you have entered at the point. You can continue submissions by re-logging in the site even if you do not enter all information at once.

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* Abstract @ Edit

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Write or Paste Abstract

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Step 2: File Upload

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Upload your manuscript files on this page.

- Click "Select File" button and select the file to upload. Select the "File Designation" from the dropdown menu to indicate the file type you are uploading.
- Click "Upload Selected Files" button to upload the files.
- You can upload up to 5 files at once. If you have more than 6 files, upload 5 files first. When the upload process is completed, the File Upload field will be empty. Then upload rest of the files.

Main Document

• Include Abstract, Co-Authors and Keywords information, all of which you have already entered on the screens as well.

Table, Figure

- Upload the files separately from the Main Document file.
- "Link Text" and "Caption"
 - ✓ Enter the Figure Number and Caption for the image file.
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%Files you can upload

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Step 3: Attributes

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🔺 No co-author found. Please search again using another e-mail address or create a new co-author. 🔶

If the search result is not returned, a message will appear above the box of "Find using Author's email address". Click "create a new co-author." in the message and the screen to enter your co-author's information will appear. Then, fill in the fields and click "Add Created Author" to add the person on the Author list.

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Step 5: Details & Comments

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		* All authors in this manuscript are members of our association.
		This manuscript will be submitted only to this journal, and neither has been published nor submitted to any other journals.
		Regulations such as the ethical issue and the patient privacy righgts have been strictly followed.
		All authors agreed to transfer the copyright to our association.
		* You agree to declare that all statements above an Answer each question.
		* Do you have any conflict of interest?
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Step 6: Review & Submit

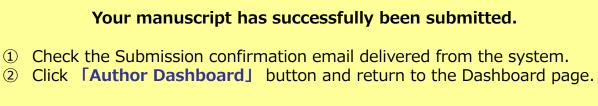
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	Yamada@kyorin.co.jp
	Kyorinsha Tokyo, Kita-ku, 114-0024, JP
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	Please read below and tick on each field.
	✓ ★All authors in this manuscript are members of our association.
	* This manuscript will be submitted only to this journal, and neither has been published nor submitted to any other journals.
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[Important] Do **Not** click the "Back" button on the internet browser.

Create Revised Manuscript

Follow below instructions to create revised manuscripts.

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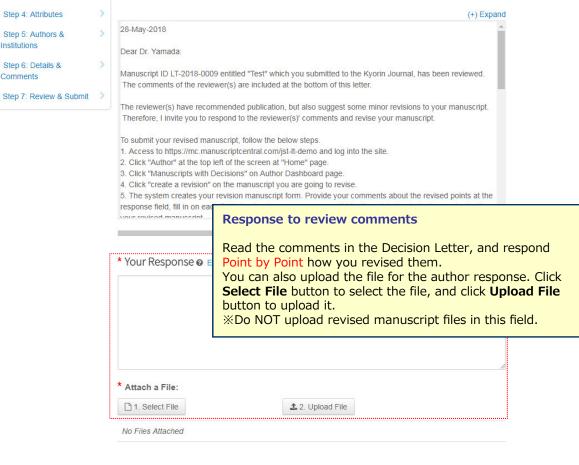
Comments

Step 1: View and Respond> to Decision Letter

Step 1: View and Respond to Decision Letter

Respond to the reviewers' comments by entering text into the text boxes provided. Read More * = Required Fields

Decision Letter





Revise on Each Step

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- Revise the necessary points on each step. Do not upload duplicated files when you upload the revised files. Delete the previous files if you upload the • new files.

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