

E-Journal Review System

User Guide for Reviewers

(2013.01)

Function List

REVIEWER

B. 1	Activate Reviewer Account
B. 2	Update Personal Information
B.3	Paper Pending
B.4	Check Surveyed Paper
B.5	Print Surveyed Paper
B.6	Review a Paper / Second Review
B.7	Leave a Message

Getting Started

1. Enter the E-Journal Review System at www.edubook.com.tw.
2. Alternatively, click on the “Digital Technology” tab at <http://www.edubook.com.tw/en/Cloud.aspx>

Recognizing the Best in Chinese Education
www.edubook.com.tw

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線上客服
教師服務 [離開]
讀者諮詢 [離開]

79折起!
內行人優惠價
79折

E-Journal Review System 高等教育出版
線上投審稿系統

ERICdata
高等教育知識庫

最挺教育人的智友
訂《教育月刊》 贈：ERICdata高等教育知識庫

Click here.

Click here.

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more

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- 教育老編輯的私房藏書，不精采絕不推薦，內行人優惠價79折！
- 教育公職命題熱線追蹤，「關鍵閱讀」好書期刊79折起！
- 教育考、升等、論文…《教研月刊》+ ERICdata高等教育知識庫一起挺你！

Journal of Education Research

教育研究月刊 第215期2012年3月號
專業學習社群

青少年性侵害犯罪之成因與防治對策(丁一顧)

Educational Administration

Secondary Education

Quality Assurance and Quality Management in e-Learning













Oversold and Underused: Computers in the Classroom

3. Choose the journal to which you would like to submit your paper and click “On-line Review System”.

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Home > E-Journal Review System

<p>Journal of Education Research</p>  <p>Introduction Online Review System</p>	<p>Bulletin of Educational Research</p>  <p>Introduction Online Review System</p>	<p>Journal of Educational Research</p>  <p>Introduction</p>	<p>Taiwan Journal of Sociology of Education</p>  <p>Introduction Online Review System</p>
<p>Contemporary Educational Research</p>  <p>Introduction Online Review System</p>	<p>Journal of Life Education</p>  <p>Introduction Online Review System</p>	<p>Journal of Curriculum Studies</p>  <p>Introduction Online Review System</p>	<p>Journal of Research in Education Sciences</p>  <p>Introduction Online Review System</p>
<p>Journal of Higher Education</p>  <p>Introduction Online Review System</p>	<p>Educational Review</p>  <p>Introduction Online Review System</p>	<p>Educational Policy Forum</p>  <p>Introduction Online Review System</p>	<p>Journal of Research in Education Sciences</p>  <p>Introduction Online Review System</p>

Click here.

User Guide for Reviewers

Log in

1. The Editorial Board made a list of reviewer in the system.
2. The reviewer will receive an invitation to review a paper from the Editorial Board (picture 1). If you are the first time user, you'll get another activate account letter (picture 2).
1. Log in to the system (as a Reviewer) with the email address and password provided in the Activate Your Account Letter.

(This is an automatically generated email. Please do not reply.)

Dear Reviewer,

Our editor in chief has recommended you as a reviewer of the following paper.

Title : education system

Abstract : education system

If you agree to review this paper, please click here ([accept](#)). If you are unable to review the paper, please click here ([reject](#)).

(This is an automatically generated email. Please do not reply.)

Dear Reviewer,

We would like to invite you to review the paper below. Please use the account name and email address provided to log in to the system, update your profile, and submit your review.

Website:

http://jrstest.edubook.com.tw:8080/JRSTEST/JCS/reviewer_index.zul?locale=en

Account: tung@mail.bestwise.com.tw

Password: 7f41d816f9f5

Remark : If you didn't receive the activate account letter, our suggestions :

- (1.) Please check if the letter was sorting into the disposal letter. If yes, please withdraw it back and settle it as a non-disposal email.
- (2.) If the letter was not in the disposable box, it's very likely the school has blocked it out. We

suggest your registering with another new email.

2. If you'd like to revise your registered email, it has to be renewed by the Editorial Board. Please make contact with them.



3. Please update your personal information soon after logging in for the first time, especially your password.

Personal information

email:	<input type="text" value="tung@mail.bestwise.com.tw"/>	
password:	<input type="password" value="••••••••"/>	Please be aware of the letters in capital or small and limitation for at least six letters for password.
password (repeat):	<input type="password"/>	
language:	<input type="text" value="English"/>	
* name:	<input type="text" value="董士賢"/>	
affiliation:	<input type="text"/>	
position:	<input type="text" value="professor"/>	Please fill in specific current position, like assistant or secretary.. etc. while you choose Other.
contact phone	<input type="text"/>	[Please add country code if outside Taiwan]
mobile phone	<input type="text"/>	
specialty:	<input type="text"/>	
contact email:	<input type="text"/> <input type="button" value="add"/>	[You may add other contact email(s) except this registered email]

Right click to delete

1. revise to your password.
2. Please complete the other items.

6. Please fill in your banking information correctly and click 『send』 .

contact email: Right click to delete	<input type="text"/>	[You may add other contact email(s) except this registered email]
address:	<input type="text"/>	
personal website:	<input type="text"/>	
bank name:	<input type="text" value="123"/>	e.g. HSBC Bank
branch name:	<input type="text" value="123"/>	e.g. Hong Kong Office
bank code:	<input type="text" value="123"/>	e.g. 012
bank account:	<input type="text" value="123 "/>	e.g. 123-321-123456-2
account name:	<input type="text" value="董士賢"/>	e.g. David Chen
<p>『*』 This is column you must filled in. Please confirm again if it's written correctly. If there's any amendments needed, please contact the journal administration to renew it.</p>		
<input type="button" value="send"/>		

『*』 This is column you must filled in. Please confirm again if it's written correctly. If there's any amendments needed, please contact the journal administration to renew it.

Start Reviewing

1. After logging in, please first check the Function List to see if there is a File Download from the Editorial Board. If there is, please download it.

《課程研究》期刊審查意見書
Journal of Curriculum Studies
Survey Form

1. Title : _____
2. Total Words : _____
3. Review Due Date : _____
4. Reviewer Signature : by ↵
5. Reviewer Signature : _____ ↵
6. Survey item : ↵

Items	Percentage	Score
具實證性、原創性 Original	30	↵
文獻、資料之引用 Material Resources	20	↵

2. In the Paper Pending section of the Function List, you will see a list of all the manuscripts awaiting for your review.

function list

hi 董士賢

log out

reviewer

- paper pending
- Reviewed papers**
- personal information
- message to editor
- file download

Calendar

Apr 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13

paper pending

review checklist

review period [] ~ [] search reset

No.	paper I	title	Date of su	review statu	result for 1	date for 1	date for au	result for 2nd	date for	date
1	00044	education system	2013-04-01	Reviewer accepted	initial			initial		

survey form

title: education system title: education system

review period: 2013-04-15 word count total 13000 words

paper content (open a new page)

000448Original manuscript [Click here to download](#)

Click the paper you want to review.

3. Use the collapse  and reveal  buttons to hide or show content on the screen.

paper pending

review checklist

review period [] ~ [] search reset

No.	paper I	title	Date of su	review statu	result for 1	date for 1	date for au	result for 2nd	d	date
1	00044	education system	2013-04-01	Reviewer accepted	initial					

survey form

title: education system title: education system

review period: 2013-04-15 word count total 13000 words

paper content (open a new page)

000448Original manuscript [Click here to download](#)

Scroll down to see the entire field.

4. Reviewer's Comments : Please choose one from (1) ~ (3)

(1) Download the file (A).

(2) Provide Reviewer comments : You can enter the words directly into the system

(B) or upload a MS Word file (C) or PDF file.

(3) If a survey form has been provided by the Editorial Board, please upload that form.

The screenshot shows the 'review checklist' section of the E-Journal Review System. It features a table with columns for No., paper ID, title, Date of submission, review status, result for 1st reviewer, date for 1st reviewer, date for author reply, result for 2nd reviewer, date for 2nd reviewer, and date for final decision. The first row shows a paper titled 'education system' with a review status of 'Reviewer accepted' and initial results from both reviewers.

No.	paper ID	title	Date of su	review statu	result for 1	date for 1	date for au	result for 2nd	date for	date
1	00044	education system	2013-04-01	Reviewer accepted	initial			initial		

Below the table is the 'survey form' section, which includes fields for title, review period, word count, and total words. The 'paper content' section shows the original manuscript with a 'Click here to download' link. The 'Initial review comments' section has two options: 'words' (selected) and 'upload file'. A callout box (A) points to the 'Click here to download' link, and another callout box (B) points to the 'words' option.

(A) Download author's manuscript.

(B) Write your comments here if you select "words."

This screenshot shows the 'upload file' option selected for 'Initial review comments'. A callout box (C) points to the 'upload file' option and lists the following instructions:

(C) Upload your comments by:
1. Your written form in PDF.
2. Survey form provided by the Editorial Board.

5. Please select one of the four available choices and click "Send" to complete the

review of the paper. Four choices are : accepted for publication, accepted for

publication pending revisions, review again after revision, and rejected.

Second Review

1. Decision of the Editorial Board

After receiving a message indicating an Editorial Board decision, you may be requested for second review. Make sure you are logged in as a reviewer and then add your comments as described in the previous section. Note that there are only three choices available this time.

(This is an automatically generated email. Please do not reply.)

Dear Reviewer,

Please see the decision of the editorial board below. To read all of the reviewers' comments, revise your submission, or contact us with any questions you may have, please log in to your account.

Title : education system
Decision of the editorial board: under reviewing
[Reviewer Login](#)

2. You can open author's revised paper and use key in words in the system or upload the file to give your comments for the second review.

review checklist

review period [] ~ [] [search] [reset]

No.	paper I	title	Date of su	review statu	result for 1	date for 1	date for au	result for 2nd	date for	date
1	00044	education system	2013-04-01	Revise and 2nd review	revise and reexamine	2013-04-01	2013-04-01	initial		

000448Original manuscript [Click here to download](#)

000448(modified paper no.1) [Click here to download](#)

Initial review comments words upload file (Please select one of it.) You can use the review form on the left side of function list. author reply

the research method is not enough. Please revise. ok.

Accepted for publication review again after revision Rejected

Second review comments words upload file (Please select one of it.) You can use the review form on the left side of function list.

Second review comments words upload file (Please select one of it.) You can use the review form on the left side of function list.

Accepted for publication Accepted for publication pending revisions Rejected

(Reminder : This decision can't be changed after send out.)

This is your comments for first review.

Open or download author's revised paper.

The second review can also be provided by key in words or upload file.

The second review has three choices. Please select one of it.

The second review also three options only. Please choose one of it. Once it was send, it can't be changed at all.

1. Accept for publication.
2. Accepted for publication pending revisions
3. Rejected.

Reviewed Papers

You can view your surveyed papers (picture 1) and even download and print it out in an MS Excel document by clicking the “print survey form”

The screenshot shows the 'E-Journal Review System' interface for '課程研究 Journal of Curriculum Studies'. The 'Reviewed papers' section contains a table with the following data:

No.	paper No.	title	Date of submit	result for 1st rev	date for 1st rev	date for author's	result fo
1	20120210000059	lin	2012-02-10	Accept	2012-02-10		initial
2	20120110000046	測試著功能鈕	2012-01-10	Revise and accept	2012-01-10		initial
3	20120109000045	my test 0109	2012-01-09	Accept	2012-01-09		initial

A red box highlights the 'survey form' and 'print survey form' buttons. A '檔案下載' (Download File) dialog box is open, asking '是否要開啓或儲存這個檔案?' (Do you want to open or save this file?). The file details are: 名稱: reviewer_survey_form_report.xls, 類型: Microsoft Excel 工作表, 從: jrtest.edubook.com.tw. The dialog also includes a warning about internet files.

A	B
論文中文題目(TITLE)	research methods
論文中文題目(TITLE)	research methods
投稿日期(Date of Submission)	2013-03-28
論文字數(Total Words)	12500
一審結果(Initial Review)	revise and reexamine
一審意見(Comments of Initial Review)	research method is not enough. please revise .
作者答辯(Author's Defense for Initial Review)	
複審結果(2nd Review)	Not assigned yet
複審意見(Comments of 2nd Review)	

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