

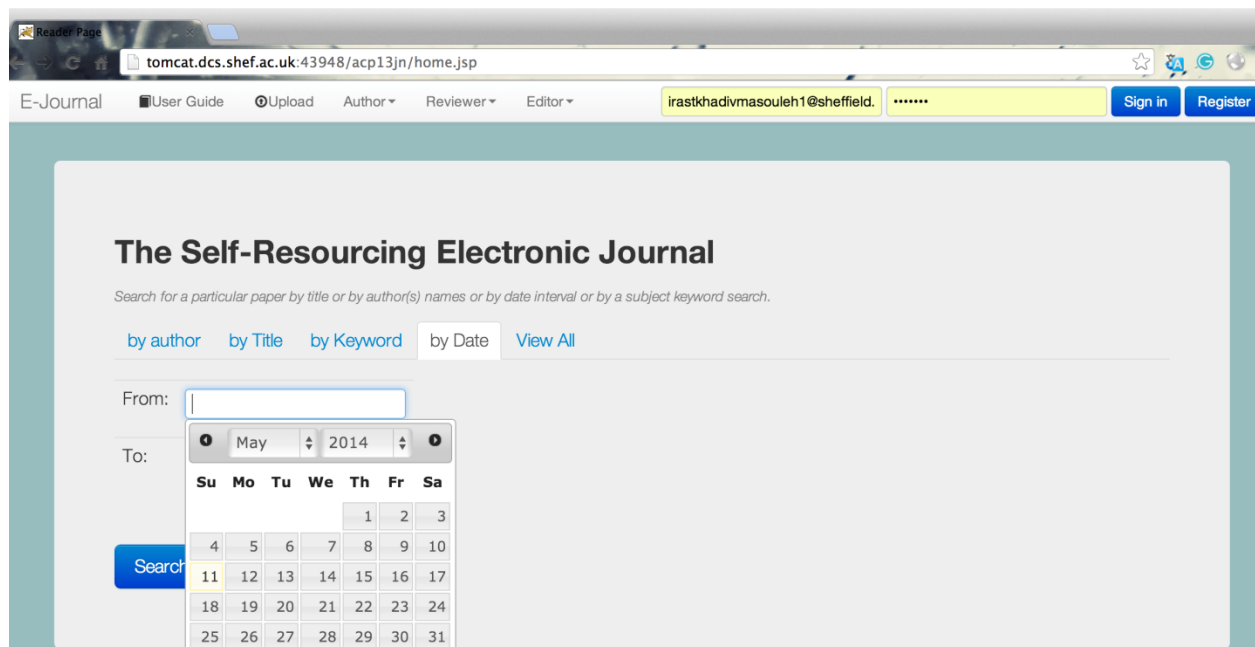
User Guide

The system consists of four different roles. There are Reader, Author, Reviewer and Editor and a user can have one or more roles in the system. The reader view is the default view of the website and the other roles are able to navigate further in order to access the relevant functionality. Following are descriptions of each part of the system.

1. Reader

1.1 Searching for a particular paper

Readers are able to browse the journal without logging in to the system. However, there is a secure login system for the other stockholders (author, reviewer and editor). The journal is organized along traditional lines and reader can navigate in the browse section of the journal.



The screenshot displays the user interface of 'The Self-Resourcing Electronic Journal'. At the top, there is a navigation bar with links for 'User Guide', 'Upload', 'Author', 'Reviewer', and 'Editor'. A user is logged in as 'irastkhadivmasouleh1@sheffield.' with a masked password. The main content area features a search section titled 'The Self-Resourcing Electronic Journal' with a subtitle 'Search for a particular paper by title or by author(s) names or by date interval or by a subject keyword search.' Below this, there are tabs for 'by author', 'by Title', 'by Keyword', 'by Date', and 'View All'. The 'by author' tab is selected. A search input field is present, followed by a 'From:' field and a 'To:' field. The 'To:' field is set to 'May 2014' and includes a calendar widget showing the month of May with dates 1 through 31. A blue 'Search' button is located to the left of the calendar. The overall layout is clean and functional, designed for easy navigation and searching.

Figure 1.1 Reader view

As it can be seen in Figure 1.1, readers can search for a specific article by its author name, title or fragment of title, a subject keyword or by date interval. It is also possible to see all the available articles by clicking View all tab. In the search results, a button is provided to show the details of each article. (Figure 1.2)

Volume	Edition	Title	Uploaded	Action
1	1	A Philosophy of Informing Science	2014-05-11	view
1	1	Mesh Networks in Air	2014-05-11	view

Figure 1.2 Reader search result

By clicking on the title of each article, the reader is navigated to the abstract page of article. In this page, there are summary of the article, contact details of each author, subject keywords and also a view button to download the PDF format of the article. There is a facility for reader in this page to send letters to editor in order to discuss particular article. (Figure 1.3)

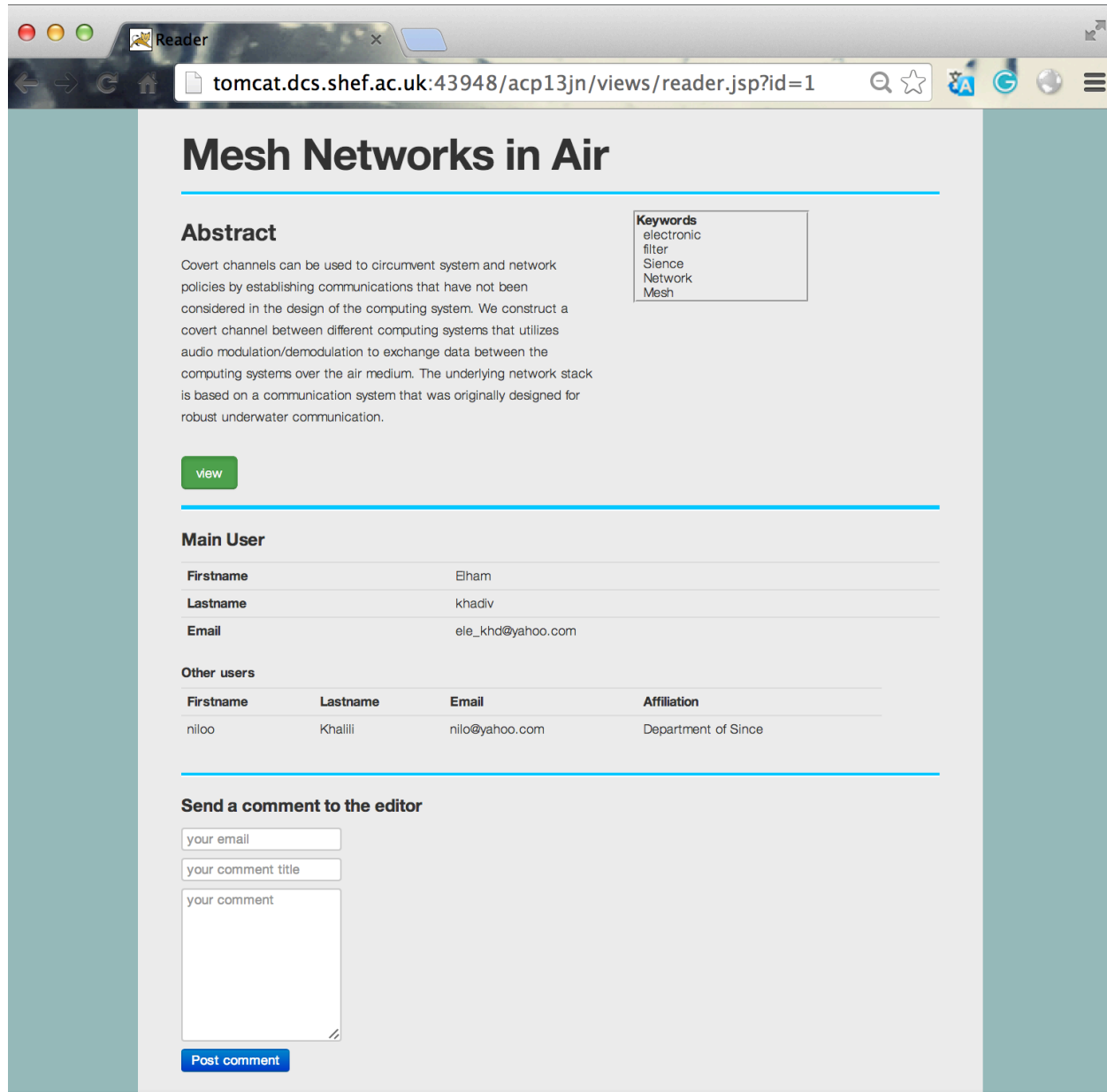


Figure 1.3 Abstract page of each article

1.2 Registering for email notifications

Readers can register to the system in order to subscribe to subjects and receive email notification as soon as a new article is published in their desirable fields. They can also select to receive notification when new editions have published. In order to do that, readers are first required to create an account using the registration page. (Figure 1.4)

The screenshot shows a web browser window with the address bar displaying 'tomcat.dcs.shef.ac.uk:43948/acp13jn/views/register.jsp'. The page has a navigation bar with links: 'E-Journal', 'User Guide', 'Upload', 'Author', 'Reviewer', 'Editor', 'Email', 'Password', 'Sign in', and 'Register'. The main content area is titled 'Create Account' and contains a registration form. The form fields are: 'Firstname:', 'Lastname:', 'Email:*', 'Password:*', 'Confirm password:*', 'Select Subject Area:', and two checkboxes for email notifications. A 'Register' button is located at the bottom of the form. The footer of the page shows '©2014 stucatz'.

Figure 1.4 Register to the system

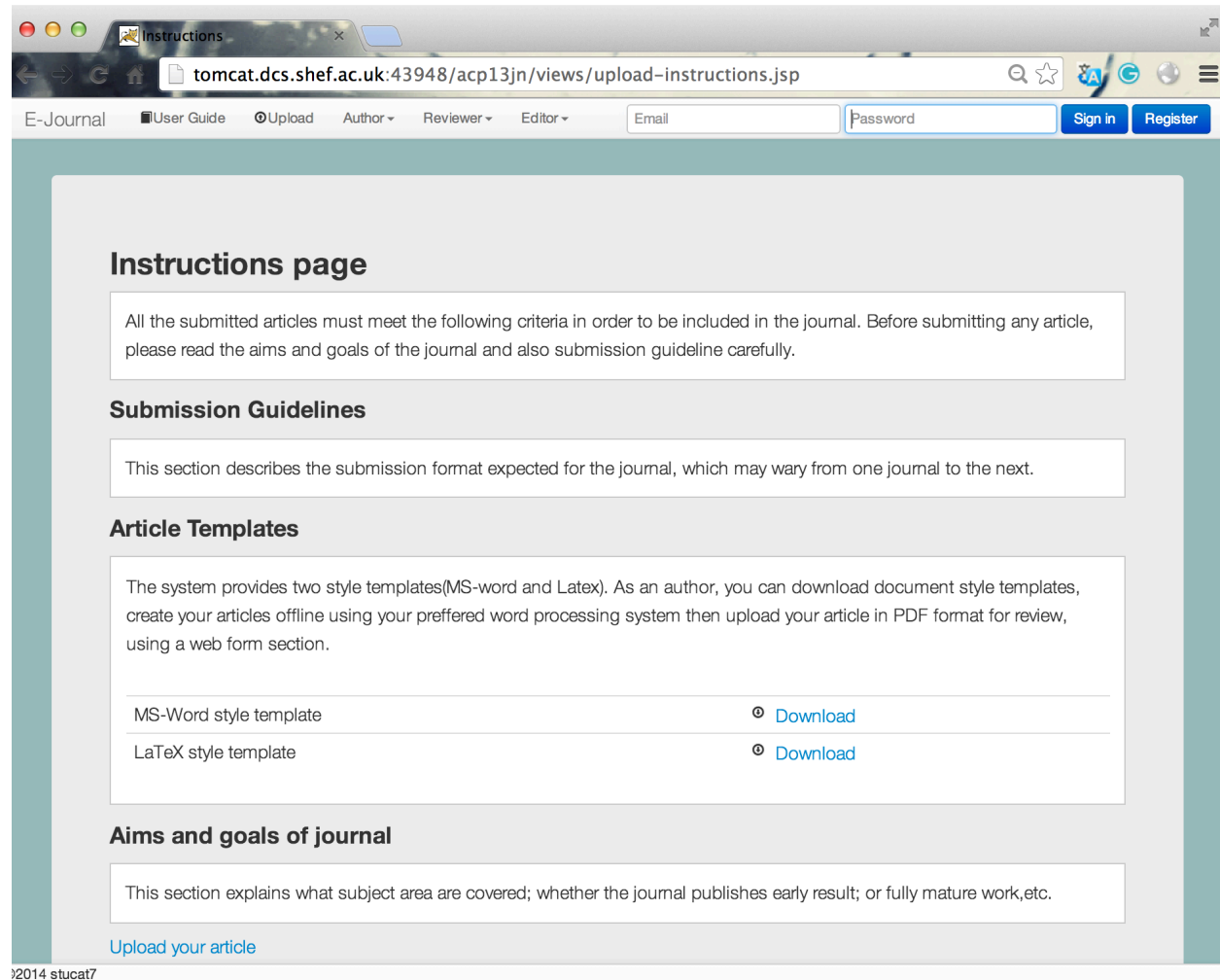
There is also a facility for the reader to send letters to the editor in order to discuss specific articles which is provided on the abstract page of each article. These letters can be appeared in the edited form.

2. Author

2.1 Uploading Article

There is an Upload link located in the navigation menu for prospective authors to start their upload process. According to Figure 2.1, by selecting this link, prospective authors can view the submission guidelines and the academic aims and goals of the journal. There are two document style templates in the detailed submission guidelines (MS-Word and LaTeX style sheets). These styles sheets provide information on the submission format expected for each journal. It is possible to download these document style templates for creating the articles offline and then

uploading them in PDF format.



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Figure 2.1 Instruction page for prospective authors

After reading the submission guidelines, the author can continue to proceed to the article upload form (Figure 2.2). There is some information that must be supplied with each article. This information includes full details of the names, emails and affiliation of each author, a title and an abstract (maximum 250 words) for each article, a set of keywords (maximum 10 words) for describing the subject area of the article.

Upload your article

Form For Submitting Article

Firstname:

Lastname:

Email:

Affiliation:

Title:

Abstract:

Keywords:

Upload your article: No file chosen

Figure 2.2 Upload article form

After submitting an article, an email is sent to the article author regarding the latest upload, giving the details of the login ID (the email address of the contact author) and password that enables authors to track the progress of their uploaded articles. The author is then redirected to the home page with a success message.

2.2 Requirement of article publication

In order to publishing an article, it must receive at least three reviews which are approved by editor and authors must complete three reviews approved by editor, as kind of contribution to the cost of the journal, in favor of their article.

2.3 Tracking function in Author menu

After uploading any articles, the author needs to login to the system in order to track the submitted articles. (Figure 2.3)

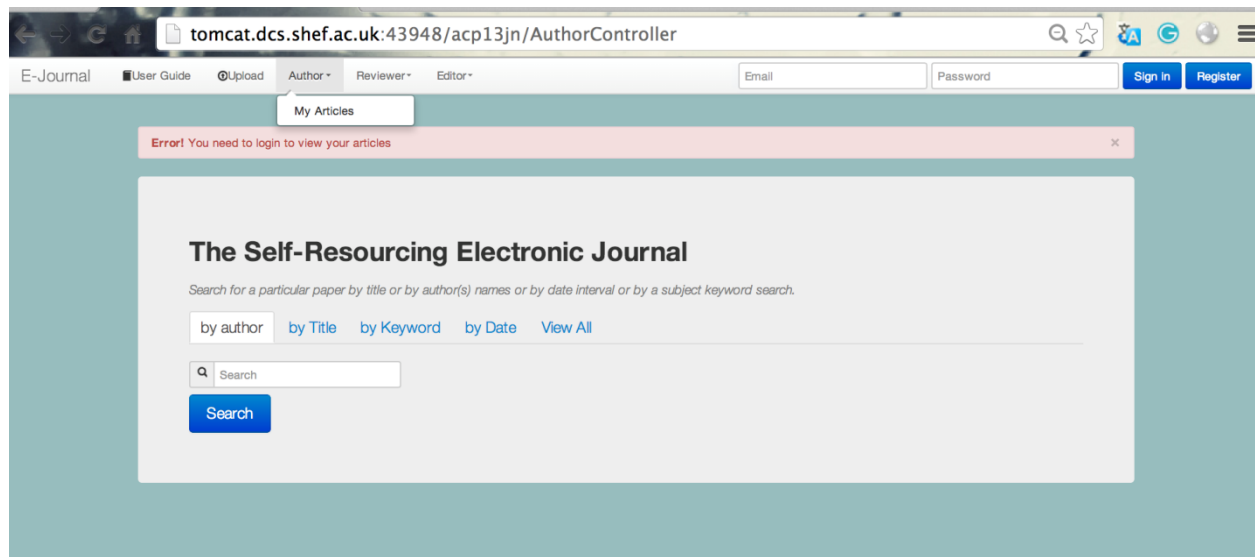


Figure 2.3 Author menu to track article

As it can be seen in the Figure 2.3, the author first needs to sign in before being able to see the submitted articles.

When the valid username and password is provided by the author, the status of last uploads are provided by selecting My Articles link (Figure 2.4).

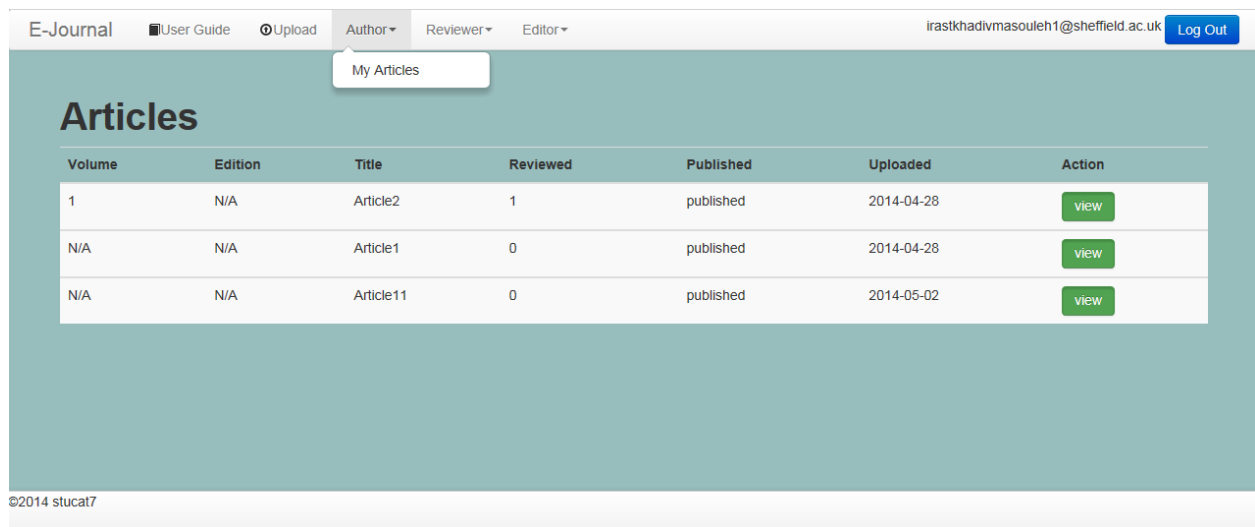


Figure 2.4 My Articles page

This page shows the full details of their articles and provides a View button for each article in order to access its reviews and also edit and upload the new version of the article. (Figure 2.5)

The screenshot shows a web browser window with the URL `tomcat.dcs.shef.ac.uk:43948/acp13jn/views/author-articles.jsp?id=0`. The page has a navigation bar with links: E-Journal, User Guide, Upload, Author, Reviewer, and Editor. A user is logged in as `ele_khd@yahoo.com` with a 'Log Out' button. An info banner at the top states: 'Info! Please reply to all the reviewers form before uploading your article'.

Mesh Networks in Air

Abstract

Covert channels can be used to circumvent system and network policies by establishing communications that have not been considered in the design of the computing system. We construct a covert channel between different computing systems that utilizes audio modulation/demodulation to exchange data between the computing systems over the air medium. The underlying network stack is based on a communication system that was originally designed for robust underwater communication.

Published	published
Uploaded	2014-05-11

Reviews

Editor Accepted	Judgment	Expertise	Action
Approved	detractor	outsider	view
Pending	detractor	outsider	
Pending	detractor	outsider	

[Choose File](#) No file chosen

[Upload](#)

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Figure 2.5 Reviews status

The author is able to view the articles which are in Approved status but not able to see the articles which are in Pending status. By clicking the view button for each review form, author is navigated to the form page. In this page, author is able to reply to the received criticism and submit it. If the author has already replied the reviewer form, the “Submit” button on the form is not visible. (Figure 2.6)

tomcat.dcs.shef.ac.uk:43948/acp13jn/views/author-form.jsp?formId=0&articleId=0

Summary
please input the summary

Criticism

Title: Fake Information

date: 2014-05-11
Reviewer said: This is Some Criticism

date: 2014-05-11
You replied: I do not agree with you.

date: 2014-05-11
Reviewer said: Please change your ...

Reply

Title: Attitude

date: 2014-05-11
Reviewer said: This is some notes

date: 2014-05-11
You replied: I made some changes to meet this...

date: 2014-05-11
Reviewer said: This is not appropriate

Reply

Small Errors

No	Error
1	Error 1
2	Error 2
3	Error 3

Submit

Figure 2.6 Review form for author

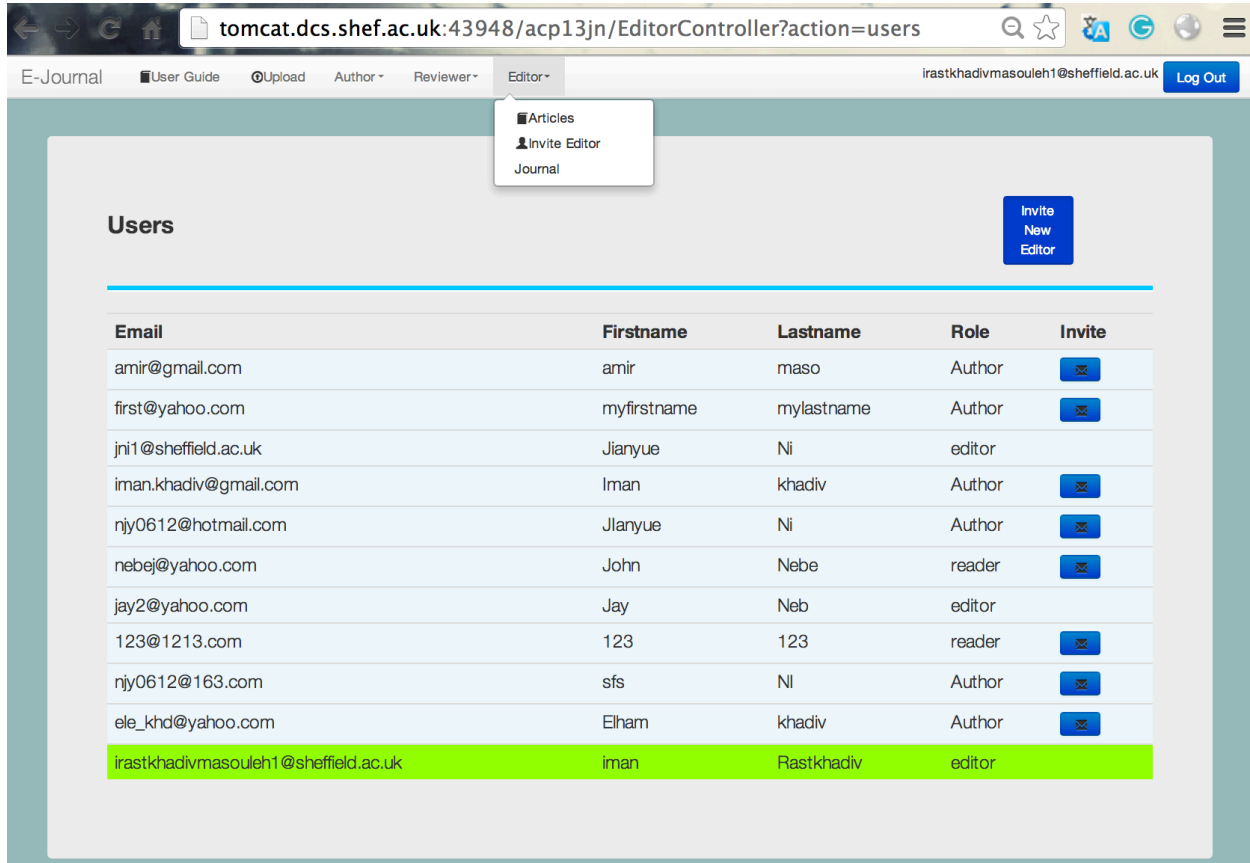
After the author receives the initial feedback from between 3 and 5 reviewers, he or she is required to revise the article and submit a revised version of the article in PDF format together with a special form describing how all of the reviewer feedbacks have been addressed in the revised version.

3. Editor

Editors are in charge of running the journal and they can access to the whole site by logging in to the system with their username and password.

3.1 Inviting Editors

There is at least one editor in the system and there is a facility for editors to invite and appoint another person as an editor. In order to do that, editor can select the “User” links to see all existing user and then invite them to be assigned as an editor. The current editor is highlighted in this list. Upon inviting a user, an invitation email is sent to the user giving the username and password to login to the system as an editor. (Figure 3.1)



The screenshot shows the 'Users' page in the E-Journal system. The page has a navigation bar with links: E-Journal, User Guide, Upload, Author, Reviewer, and Editor. The Editor dropdown menu is open, showing options: Articles, Invite Editor, and Journal. The main content area is titled 'Users' and contains a table of users. The table has columns: Email, Firstname, Lastname, Role, and Invite. The user 'irastkhdivmasouleh1@sheffield.ac.uk' is highlighted in green. An 'Invite New Editor' button is located in the top right corner of the table area.









Email	Firstname	Lastname	Role	Invite
amir@gmail.com	amir	maso	Author	
first@yahoo.com	myfirstname	mylastname	Author	
jni1@sheffield.ac.uk	Jianyue	Ni	editor	
iman.khdiv@gmail.com	Iman	khdiv	Author	
njy0612@hotmail.com	Jlanyue	Ni	Author	
nebej@yahoo.com	John	Nebe	reader	
jay2@yahoo.com	Jay	Neb	editor	
123@1213.com	123	123	reader	
njy0612@163.com	sfs	NI	Author	
ele_khd@yahoo.com	Elham	khdiv	Author	
irastkhdivmasouleh1@sheffield.ac.uk	iman	Rastkhdiv	editor	

Figure 3.1 Users table

is also possible for editor to invite new persons that are not listed in the user table by clicking Invite New Editor button. (Figure 3.2)

The screenshot displays a web interface for managing users. At the top, a navigation bar includes 'E-Journal', 'User Guide', 'Upload', and a dropdown menu with 'Author', 'Reviewer', and 'Editor' options. The user's email 'irastkhadivmasouleh1@sheffield.ac.uk' and a 'Log Out' button are on the right. The main content area is titled 'Users' and features a blue 'Invite New Editor' button. Below this is the 'Editor Invitation' form, which contains input fields for 'Firstname', 'Lastname', and 'Email', followed by a text area for 'your message' and a 'Send Invitation' button.

Figure 3.2 Inviting new user form

3.2 Journal Setup

The editor is in charge of selecting the title for journal, the academic aims and goals of it and also the template to be used for publication. Editors can access to this part of website by clicking the Journal link in their dropdown menu. (Figure 3.3)

The 'Setup Journal' form is titled 'Setup Journal' and is divided into several sections. The 'Title' section has a text input field with the placeholder 'title'. The 'Aims & Goals' section has a large text area with the placeholder 'your aims&goals'. The 'Submission Guidelines' section has a large text area with the placeholder 'submission guidelines'. At the bottom, there is an 'Upload template:' section with a 'Choose File' button and the text 'No file chosen'. A 'Submit' button is located at the bottom left of the form.

Figure 3.3 Setup Journal

3.3 Viewing and publishing articles

All the articles can be viewed by selecting “Article” links form the editor dropdown menu. (Figure 3.4 and 3.5)

The screenshot shows the E-Journal interface. The top navigation bar includes 'E-Journal', 'User Guide', 'Upload', 'Author', 'Reviewer', and 'Editor'. The 'Editor' dropdown menu is open, showing options: 'Articles', 'Invite Editor', and 'Journal'. A red error message is displayed: 'Error! You are not an editor. You do not have permission to open this'. Below the error message, the main content area is titled 'The Self-Resourcing Electronic Journal'. It includes a search bar with the placeholder 'Search for a particular paper by title or by author(s) names or by date interval or by a subject keyword search.' and a 'Search' button. The search bar has tabs for 'by author', 'by Title', 'by Keyword', 'by Date', and 'View All'.

Figure 3.4 Editor dropdown menu

Volume	Edition	Title	Reviewed	Published	Uploaded	Action
1	1	Radar Detection	1	unpublished	2014-04-28	view
1	2	Wireless Network	0	unpublished	2014-05-01	view
N/A	N/A	test upload	1	unpublished	2014-05-10	view
N/A	N/A	title	0	unpublished	2014-05-10	view
1	1	A Philosophy of Informing Science	0	published	2014-05-11	view
1	1	Mesh Networks in Air	0	published	2014-05-11	view

Figure 3.5 Articles list for editor

In this list, editors can access to all information and reviews of each article by clicking the view button for each article. The editor can see the entire reviewer's choice of paper to peer-review in the "Reviewers waiting for approval to peer-review" list for each article. The editor may confirm or reject it. A notification email is sent to the reviewer when her/his choice of article to peer-review is accepted or rejected by editor. If the editor rejects it, the reviewer must select another paper to review. (Figure 3.6)

tomcat.dcs.shef.ac.uk:43948/acp13jn/views/...

User Guide Upload Author Reviewer Editor irastkhadivmasouleh1@sheffield.ac.uk Log

Form for Mesh Networks in Air

Summary

please input the summary

Secret Message

please input the secret message

Criticism

Title: Fake Information

date: 2014-05-11

Reviewer said: This is Some Criticism

date: 2014-05-11

Author replied: I do not agree with you.

date: 2014-05-11

Reviewer said: Please change your ...

Title: Attitude

date: 2014-05-11

Reviewer said: This is some notes

date: 2014-05-11

Author replied: I made some changes to meet this...

date: 2014-05-11

Reviewer said: This is not appropriate

Small Errors

No	Error
1	Grammar and language mistakes
2	Spelling error
3	Grammatical mistakes

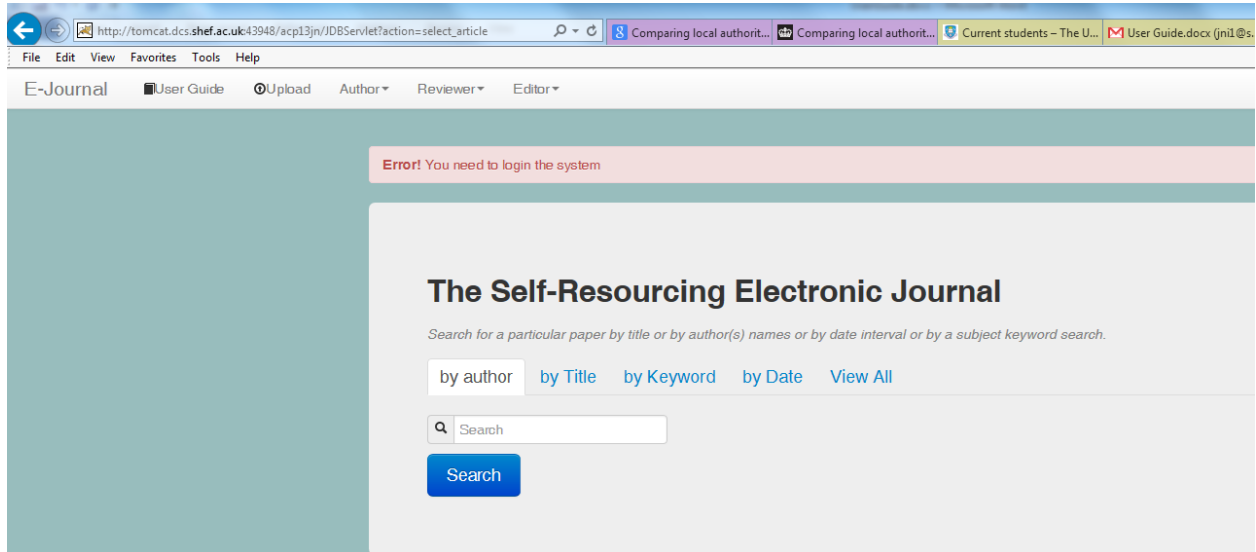
Figure 3.7 The review form

As soon as an article reaches to an acceptable quality (has at least three approved reviews) and its author has done its peer-reviewing obligation, the editor can publish the article online by selecting the “Publish Article” button at the right top of the page for each article. Once publishing an article, an email is sent to its author.

4. Reviewer

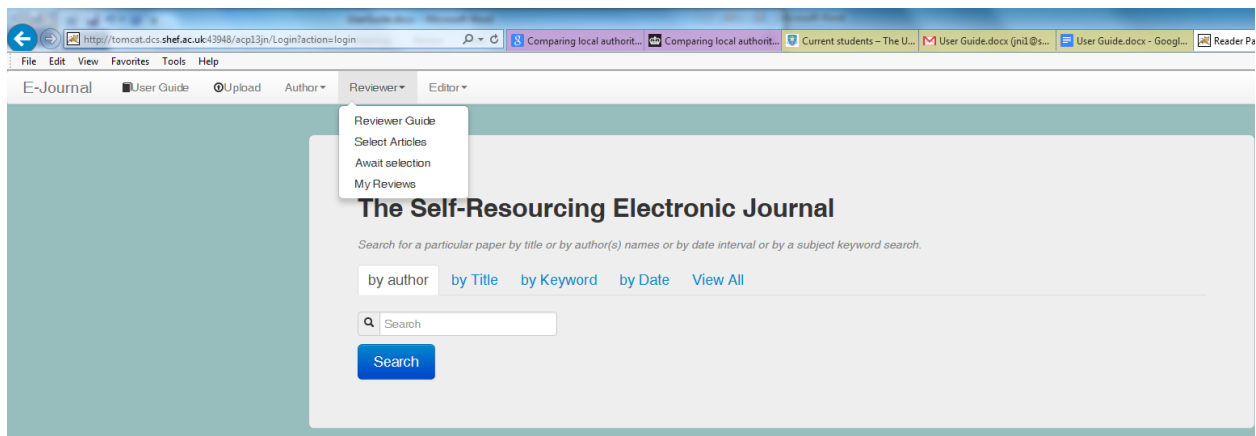
4.1 Login

The reviewer needs to login the system to have the accessibility of the reviewer function.



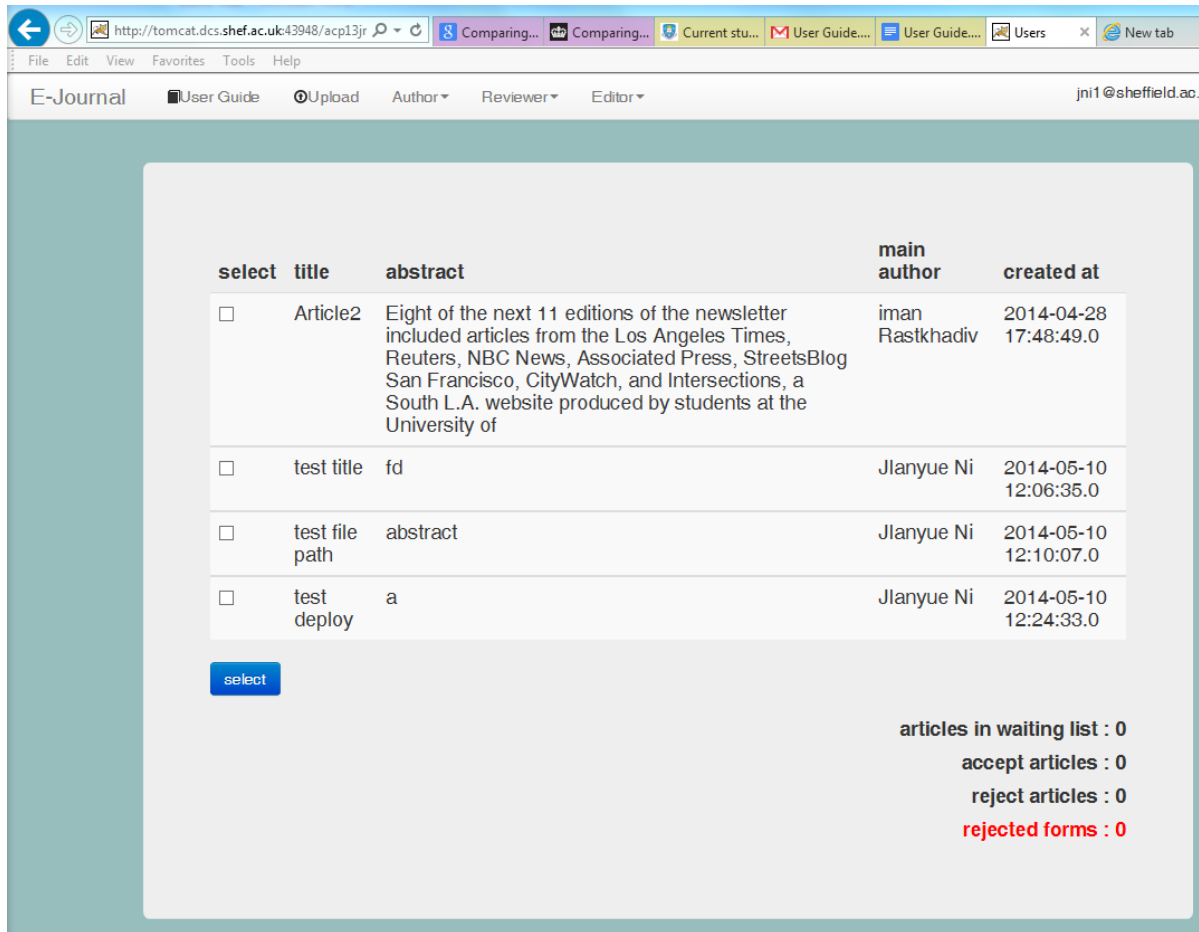
4.2 Select article to review

As the first step of article review, reviewer would see a list of unpublished articles to select (which is not written by the reviewer) by clicking on a link called 'select articles' in the navigation bar.



The list of articles is in a chronological order so that the reviewer would be more likely to choose these “older” articles to review. At the bottom of the page, there is a table to display the status of reviewer(include number of articles in the waiting list, articles reviewer has accepted or rejected, along with the number of forms reviewer has finished but rejected by editors). The reviewer would be able to see the title, abstract and the main author of the article to decide if he/she wants to select the article to review. The reviewer would also be able to select multiple articles to

review at the same time.



The screenshot shows a web browser window with the URL <http://tomcat.dcs.shef.ac.uk:43948/acp13jr>. The browser's address bar and tabs are visible. The application interface has a header with the title "E-Journal" and navigation links: "User Guide", "Upload", "Author", "Reviewer", and "Editor". The user's email address, "jni1@sheffield.ac.", is displayed in the top right corner.

The main content area features a table with the following columns: "select", "title", "abstract", "main author", and "created at". The table contains four rows of data:

select	title	abstract	main author	created at
<input type="checkbox"/>	Article2	Eight of the next 11 editions of the newsletter included articles from the Los Angeles Times, Reuters, NBC News, Associated Press, StreetsBlog San Francisco, CityWatch, and Intersections, a South L.A. website produced by students at the University of	iman Rastkhadv	2014-04-28 17:48:49.0
<input type="checkbox"/>	test title	fd	Jlanyue Ni	2014-05-10 12:06:35.0
<input type="checkbox"/>	test file path	abstract	Jlanyue Ni	2014-05-10 12:10:07.0
<input type="checkbox"/>	test deploy	a	Jlanyue Ni	2014-05-10 12:24:33.0

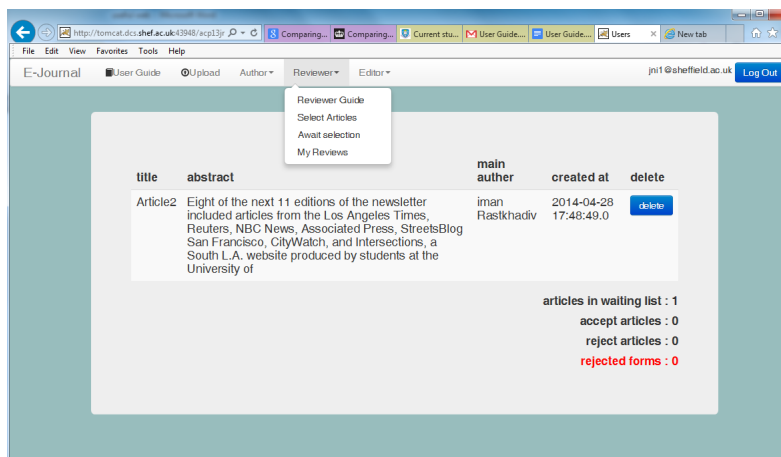
Below the table is a blue button labeled "select".

At the bottom right of the interface, the following statistics are displayed:

- articles in waiting list : 0
- accept articles : 0
- reject articles : 0
- rejected forms : 0

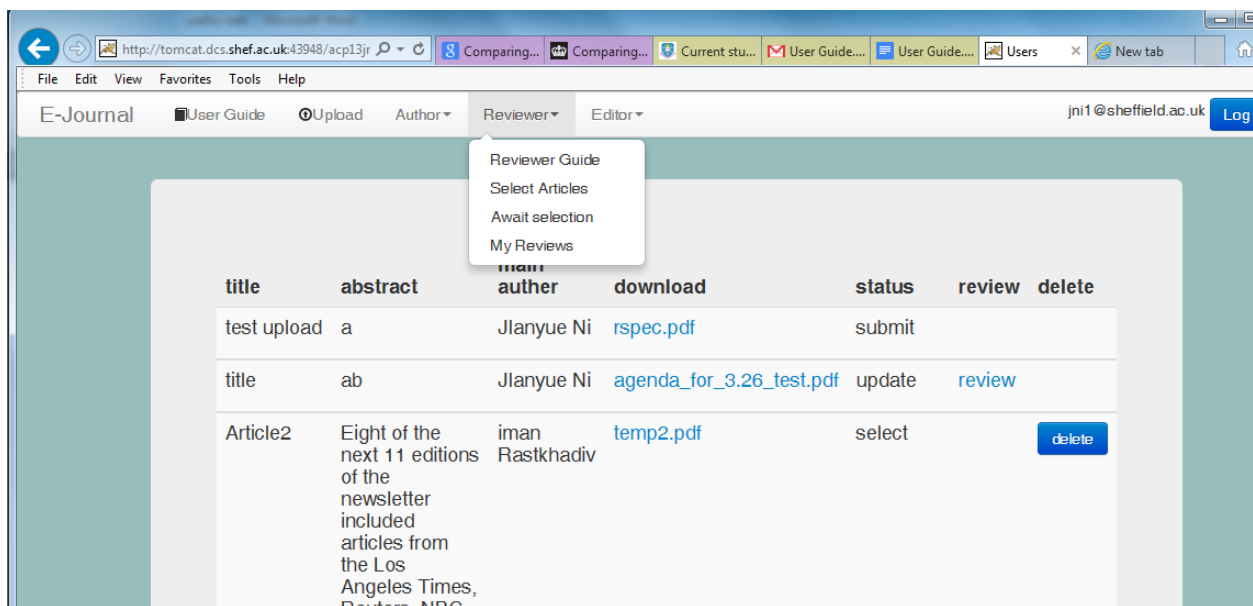
4.3 Wait for editor to approve

Because there may be conflict of interest between the author and the reviewer, the reviewer would need the editor's approval of his/her selection. So after the reviewer selects the article, it would be displayed in the waiting list (the reviewer would also be able to go to that list by clicking the link "await selection" to see the waiting list). The reviewer would be able to cancel the selection by clicking the delete button.



4.4 Review list

Once the editor approve the review, it would show up in the review list, which can be accessed by clicking the “my review” link in the navigation bar. The reviewer would still be able to cancel the selection before download by clicking the delete button.



4.5 Download

The reviewer would see the pdf of article in a new tab and the status would change to download simultaneously and the reviewer would be able to see the review button to start the review. Once the reviewer downloads the pdf, he would not be able to cancel the selection.

title	abstract	main author	download	status	review	delete
test upload	a	Jlanyue Ni	rspec.pdf	submit		
title	ab	Jlanyue Ni	agenda_for_3.26_test.pdf	update	review	
Article2	Eight of the next 11 editions of the newsletter included articles from the Los Angeles Times	iman Rastkhadiv	temp2.pdf	download	review	

4.6 Add mistakes and criticism of the article

The reviewer can add multiple errors of the article by clicking “Add errors”. The reviewer could also add multiple criticisms by clicking the “Add Criticism”. Reviewer can also change the default overall judgment, level, summary of the form. Moreover, reviewer would get an email for submit/accept/reject the article.



stucat007@gmail.com

Dear Jianyue, Thank you for updating your review

13:30 (8小时前)

Reviewer can also send secret message to all editors by check “send email to editor”. Then the system would send an email to all of the editors. Reviewer can also change the status of the form so that he can save the form and change it latter by selecting “update” or submit the form by selecting “submit” (which can’t change until the author replies) or reject it by selecting “final

reject” or accept it by selecting “accept”.

The image shows two parts of a web application. On the left is a 'Secret Message' form with a text input field containing 'please input the secret message', a checkbox for 'send email to editor' which is checked, a dropdown menu currently showing 'update', and a blue 'Submit' button. On the right is an email interface for 'stucato07@gmail.com' dated '5月10日 (1天前)'. It includes a language selector (English to Chinese) and a '翻译邮件' (Translate email) button. The email body text reads: 'Dear editor Here is a secret message from Iman Khadiv and the content is please input the secret message'.

4.7 After submit

After submission the page would redirect to the review list again with correspondent changes.

The screenshot shows the 'E-Journal' interface with a navigation bar (User Guide, Upload, Author, Reviewer, Editor) and a user 'jni1@sheffield.ac.uk'. Below is a table listing submitted items for review.

title	abstract	main author	download	status	review	delete
test upload	a	Jlanyue Ni	rspec.pdf	submit		
title	ab	Jlanyue Ni	agenda_for_3.26_test.pdf	update	review	
Radar Detection	Eight of the next 11 editions of the newsletter included articles	iman Rastkhadiv	temp2.pdf	update	review	

Reviewer would be able to modify the form if it is updated. And in that page, the criticism and errors will be displayed in tables with an approve button, which can be used to approve them.

The screenshot shows the reviewer's interface. On the left, there are dropdowns for 'Overall Judgment' (set to 'detractor') and 'Level' (set to 'outsider'), followed by a 'Summary' section with a text input 'please input the summary'. On the right, there are two tables for feedback.

Substantive Criticism	
title	approve
unclearness of introduction	approve
conclusion	approve

[Add Criticism](#)

Errors	
mistake	approve
typo in line 12	approve
missing "." in line 13	approve

[Add errors](#)

The screenshot shows the E-Journal submission interface. The browser address bar displays <http://tomcat.dcs.shef.ac.uk:43948/acp13jr>. The page has a navigation bar with links: E-Journal, User Guide, Upload, Author, Reviewer, Editor, and a user profile for jni1@sheffield.ac.uk with a Log Out button.

Overall Judgment

detractor
 Level
 outsider

Summary

please input the summary

Secret Message

please input the secret message

☐ send email to editor
 update

Substantive Criticism

title	approve
unclearness of introduction	<input type="button" value="approve"/>

Add Criticism

Errors

mistake	approve
missing "." in line 13	<input type="button" value="approve"/>

Add errors

4.8 Comments of criticism

Reviewer can go to the comment page of certain criticism by clicking on the title link. The comment page display the reason Title and the content of criticism content on top and then display all the reply comment below. The reviewer can click the submit button to submit the comment.

The screenshot shows the comment page for the criticism 'unclearness of introduction'. The browser address bar displays <http://tomcat.dcs.shef.ac.uk:43948/acp13jr>. The page has a navigation bar with links: E-Journal, User Guide, Upload, Author, Reviewer, Editor.

Reason Title : unclearnness of introduction

The definition and the structure are not clear in introduction

Comment content :

The screenshot shows the comment submission form. It has a title 'Comment' and a text input field. Below the input field is a blue button labeled 'submit'.

Reason Title : unclearness of introduction

Comment content :

The definition and the structure are not clear in introduction

Comment content :

The problem is still there. Need further improvement.

Comment

submit

4.9 Schedule on the server side

Once the web application started, there would be a scheduler in its live circle (including both start and shutdown). The scheduler will check every day if there are reviewers who select articles to review and it has been approved by editor but fail to download the article and start reviewing. If so, the system would send an email to those reviewers as a reminder. In addition, the scheduler would check every day if there are forms which have been updated for seven days. If so, the system would automatically change the form status to submit, just in case the reviewer forgot about it.

