1. **1. Admin Role**

The **Admin** has the highest level of access. The admin can manage all aspects of the system, from creating journals to assigning roles and handling the entire editorial process.

**Admin Dashboard Options:**

1. **Journal Management:**
   * **Create New Journal**: Admin can add a new journal by filling in the journal name, description, ISSN, and assigning an **Editor-in-Chief**.
   * **Edit Existing Journal**: Admin can edit existing journal details, including journal name, ISSN, volume number, etc.
   * **Delete Journal**: Admin can delete a journal from the system.
2. **User Management:**
   * **Create New User**: Admin can create new users (Author, Reviewer, Editor) by adding personal details and assigning them specific roles.
   * **Edit Existing User**: Admin can edit user information, such as name, affiliation, and role.
   * **Assign Roles**: Admin assigns roles such as **Editor-in-Chief**, **Associate Editor**, **Reviewer**, **Author**, etc., based on the user's function.
   * **Delete User**: Admin can delete users who are no longer part of the platform.
3. **Role Assignment:**
   * Admin can assign roles to users. For example, an **Author** can be promoted to a **Reviewer** or **Editor-in-Chief** based on the user’s activity and expertise.
4. **Journal Editor Assignments:**
   * **Assign Editor-in-Chief**: Admin can assign an **Editor-in-Chief** to a journal.
   * **Assign Associate Editors and Assistant Editors**: Admin can assign **Associate Editors** and **Assistant Editors** to specific journals.
5. **Reports and Analytics:**
   * Admin can view statistics on manuscript submissions, review cycles, and journal publication performance.
6. **System Management:**
   * Admin has control over settings and configurations, like notification settings and data backups.
7. **2. Editor-in-Chief Role**

The **Editor-in-Chief** oversees the editorial process and ensures that the review and publication cycles are managed properly.

**Editor-in-Chief Dashboard Options:**

1. **Journal Overview:**
   * View all journal-related data, such as submitted manuscripts, review status, and the number of accepted/rejected manuscripts.
2. **Manuscript Management:**
   * **Assign Associate Editors**: Editor-in-Chief can assign **Associate Editors** to specific manuscripts.
   * **Assign Reviewers**: Can assign **Reviewers** to manuscripts either manually or through suggestions from the **Authors**.
   * **Make Editorial Decisions**: Based on reviewer feedback, the **Editor-in-Chief** decides if a manuscript should be accepted, rejected, or revised.
3. **Decision Handling:**
   * **Accept/Reject Manuscripts**: Editor-in-Chief makes the final call on whether a manuscript is accepted or rejected based on reviewer reports.
   * **Request Revisions**: Can send manuscripts back for revision (minor/major) and track the progress of revisions.
4. **Publication Oversight:**
   * Once a manuscript is accepted, the **Editor-in-Chief** assigns it to a particular journal volume and approves its final version for publication.
5. **3. Associate Editor / Assistant Editor Role**

**Associate Editors** and **Assistant Editors** help manage the manuscript review process. **Associate Editors** have a broader responsibility, while **Assistant Editors** help with administrative tasks.

**Associate Editor Dashboard Options:**

1. **Manuscript Review:**
   * **Review Manuscripts**: **Associate Editors** review the manuscripts assigned to them, provide feedback, and make recommendations for revisions or acceptance.
   * **Assign Reviewers**: Associate Editors can assign **Reviewers** based on their expertise.
   * **Recommend Decisions**: Associate Editors can recommend decisions (accept, reject, minor/major revision) to the **Editor-in-Chief** based on the reviews received.
2. **Handling Revisions:**
   * **Track Manuscript Revisions**: Monitor how authors are responding to reviewer feedback and manage the resubmission of revised manuscripts.
   * **Make Preliminary Decisions**: Depending on the review and revisions, Associate Editors can make suggestions on whether a paper should proceed for further review or be accepted.

**Assistant Editor Dashboard Options:**

1. **Submission Management:**
   * **Initial Screening**: **Assistant Editors** perform the initial screening of submitted manuscripts to ensure they meet journal guidelines.
   * **Forward to Associate Editors**: Once screened, they assign manuscripts to **Associate Editors** for further review.
   * **Track Submission Progress**: Assistant Editors can track the status of all manuscripts, ensuring that decisions are made promptly.
2. **Editorial Assistance:**
   * **Manage Manuscript Queue**: Keep track of the manuscript queue and remind reviewers about pending tasks.
   * **Communicate with Authors**: Assistant Editors can notify authors about decisions and revisions.
3. **4. Author Role**

An **Author** submits manuscripts for publication and addresses feedback from the reviewers and editors.

**Author Dashboard Options:**

1. **Manuscript Submission:**
   * **Submit Manuscripts**: Authors can upload their manuscripts for submission to the journal.
   * **Suggested Reviewers**: Authors can suggest reviewers for their manuscript during submission.
2. **Manuscript Tracking:**
   * **Track Submission Status**: Authors can see the status of their submitted manuscripts (e.g., under review, accepted, revision required, rejected).
   * **Resubmit Revised Manuscript**: If revisions are requested, authors can make changes and resubmit the manuscript.
3. **Decision Handling:**
   * **View Comments**: Authors can view the comments and feedback given by the reviewers and editors.
   * **Respond to Comments**: Authors can address feedback in the manuscript and provide their own comments back to the reviewers and editors.
4. **Final Submission**:
   * **Final Approval**: After receiving feedback and making necessary revisions, the author can approve the final version of the manuscript for publication.
5. **5. Reviewer Role**

A **Reviewer** evaluates submitted manuscripts and provides feedback to the editorial team.

**Reviewer Dashboard Options:**

1. **Review Manuscripts:**
   * **Receive Manuscripts for Review**: Reviewers are assigned manuscripts by the **Associate Editors** or **Editor-in-Chief**.
   * **Provide Feedback**: Reviewers provide detailed comments and suggestions on the manuscript, including a recommendation for the manuscript’s acceptance or rejection.
2. **Submit Review Reports:**
   * **Submit Reviews**: Reviewers submit their feedback through a review report, highlighting major and minor issues.
   * **Decision Recommendations**: Reviewers recommend whether a manuscript should be accepted, rejected, or revised.
3. **Track Reviews:**
   * **Follow-up on Reviews**: Reviewers can monitor manuscripts they have reviewed and see whether the editor has made a final decision based on their feedback.
4. **Conflict of Interest Disclosure:**
   * **Flag Conflicts of Interest**: If a reviewer has a conflict of interest with the manuscript (e.g., knows the author personally), they must flag it.
5. **Frontend Design for Website:**

Here’s a **basic wireframe concept** for the **Admin**, **Editor-in-Chief**, **Associate Editor/Assistant Editor**, **Author**, and **Reviewer** pages.

**Admin Dashboard:**

* **Navigation Bar**: Links to **Manage Journals**, **Manage Users**, **Role Assignments**, **Manuscript Management**, **Reports & Analytics**, and **System Settings**.
* **Main Content Area**:
  + **Journal List**: Table of journals with edit, delete, and view options.
  + **User Management**: Table of users with roles, and options to add, edit, or delete users.
  + **Assign Editor-in-Chief/Associate Editors**: Dropdowns and checkboxes to assign or update roles.

**Editor-in-Chief Dashboard:**

* **Navigation Bar**: Links to **Manuscript Review**, **Manage Editors**, **Publication Management**, **Reports**.
* **Main Content Area**:
  + **Manuscript Queue**: Display manuscripts with status and actions (review, accept, reject, request revision).
  + **Editor Assignment**: Option to assign **Associate Editors** and **Assistant Editors**.

**Associate Editor/Assistant Editor Dashboard:**

* **Navigation Bar**: Links to **Review Manuscripts**, **Track Manuscripts**, **Assign Reviewers**, and **Manage Revisions**.
* **Main Content Area**:
  + **Assigned Manuscripts**: List of manuscripts with review status.
  + **Reviewer Assignment**: Dropdown to assign or change reviewers.

**Author Dashboard:**

* **Navigation Bar**: Links to **Submit Manuscripts**, **Track Manuscripts**, **Revise Manuscripts**, and **View Feedback**.
* **Main Content Area**:
  + **Submission Status**: Display manuscript statuses (under review, accepted, revisions required).
  + **Feedback**: View reviewer comments and editor's decision.

**Reviewer Dashboard:**

* **Navigation Bar**: Links to **Review Manuscripts**, **Submit Reviews**, and **Track Manuscripts**.
* **Main Content Area**:
  + **Assigned Manuscripts**: Display manuscripts awaiting review with the option to accept or decline the review task.