

Editing Journal Pages in the ACM DL

Role: Page Builder Editor

Table of Contents

[Overview](#)

[Logging In](#)

[The Administration Menu: Page Builder](#)

[Editing a Page](#)

[Rich Text Widget](#)

[Review Menu](#)

[Page Title](#)

[Left-Side Navigation](#)

[Creating a New Page](#)

[Journal Navigation](#)

[Editing Journal Navigation](#)

[Managing Assets](#)

[Appendix 1 – ACM Journals Standard Navigation](#)

[Appendix 2 – ACM Journal Editorial Board Pages](#)

[Contact Information](#)

Editing Journal Pages in the ACM DL

Role: Page Builder Editor

Overview

Welcome to the new ACM Digital Library, and to the pages of your Journal within the DL. The new environment brings together your Journal's publication archive, with the rich metrics and metadata built into the ACM DL, with your static information pages, in a seamless user experience.

The static pages are managed by Page Builder, a visual editor with content widgets. In your role of Page Builder Editor (PB Editor) you have permission to manage static pages for your Journal only: you can modify existing pages and add new pages to your Journal's section.

Journal Landing Page, Specific Journal Landing Pages

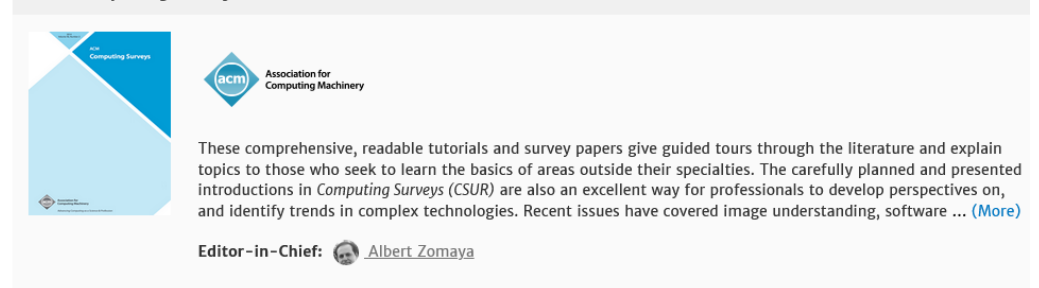
Your Journal, along with the other ACM Journals, is represented on the ACM Journals section landing page, <https://dl.acm.org/journals>, available in a block or list view. The views present a short description of your Journal, along with the names and photos of the EiCs.

Here is the “block” and “list” view for TOMACS:



Home > ACM Journals > ACM Computing Surveys (CSUR)

ACM Computing Surveys (CSUR)



A longer description, along with the EiC information, is also presented at the home page for your Journal – e.g., <https://dl.acm.org/journal/tomacs>. This information is maintained by the ACM Publications Department, and requests for changes should be directed to ACM Journals Manager Laura Lander, lander@hq.acm.org.

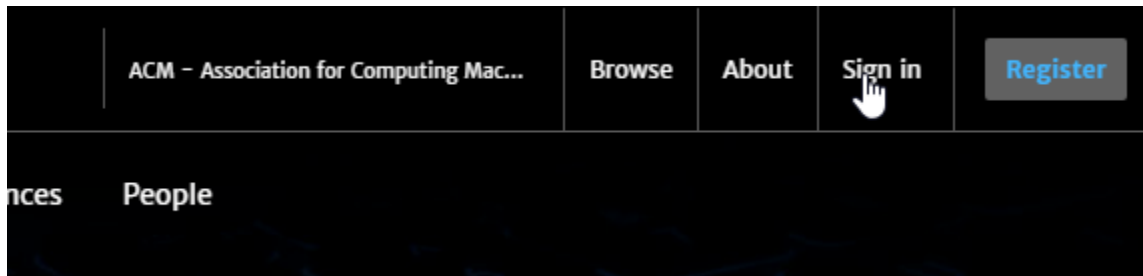
|---|---|---|---|

In the examples that follow, we will be using “Trudy Burch”, a PB Editor for TOMACS, to demonstrate various functions you may need to carry out.

Logging In

To log in to the DL, click on “Sign In” and follow the links to enter your ACM Account username and password. Your account has been given the role of PB Editor for your Journal pages, and once you activate 2FA, you will be able to enter “edit” mode – to update existing pages and create new ones.

Click “Sign in” from anywhere in the DL:






Click “Sign In” button from the “Personal Login” tab:


■ Sign In

Login to your account

Sign in with your Web Account on ACM Digital Library.

 Personal Login	 Corporate Login	 Institutional Login
--	---	---

Click on the button below to login to your ACM account.

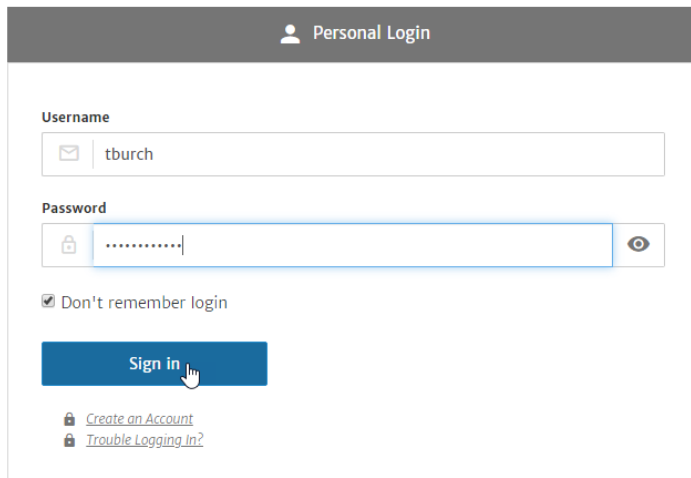


Enter your ACM Account credentials – note that if you are using a shared device, you should check the box “Don’t remember login”.

■ Sign In

ACM Account

Sign in with your ACM Account.

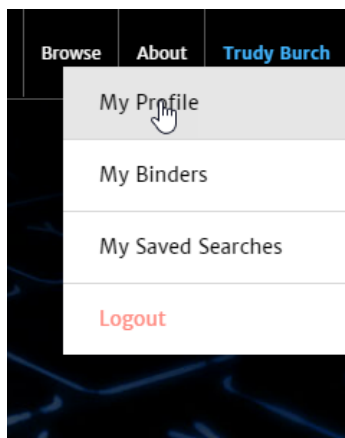


The screenshot shows a 'Personal Login' form. At the top, there's a header with a person icon and the text 'Personal Login'. Below this, there are two input fields: 'Username' with the value 'tburch' and 'Password' with masked characters. A checkbox labeled 'Don't remember login' is checked. A blue 'Sign in' button is present, with a mouse cursor hovering over it. Below the button are two links: 'Create an Account' and 'Trouble Logging In?'.

On successful login, you’ll be redirected to the page you were originally in the DL, with your name now displayed in the upper-right corner.

You can browse the DL, in a logged in state, but in order to see the “edit” options, you must first set up 2FA. Options include text or email, and you will have to enter the code you receive, to enable 2FA.

On subsequent logins, right-click on your name, and choose “My Profile”:



In this example, email is the chosen 2FA method – note that you can suspend 2FA for 30 days on a specific (private) computer:


2-Step verification

To help keep your account safe please complete the following procedure

Haven't received a verification code yet?

[Send another verification code](#)

We have just sent a verification code via email to
h*****u@gmail.com




☐ Remember this computer for 30 days.

[More options](#)

Next, you'll see your profile details:

ACM DIGITAL LIBRARY

 Association for Computing Machinery


ACM - Association for Computing Mac...

Browse

About

Trudy Burch

JournalsMagazinesProceedingsBooksSIGsMore

Search ACM Dig...

Advanced Search

My Profile

Home > My Profile

My Account

Personal Details

Personal Details

Your personal details stored in ACM Digital Library, can be found below:

Full Name:

Trudy Burch

Email Address:

From here, navigate to your Journal home page, e.g., <https://dl.acm.org/journal/tomacs>, and look for the “a” tab on the right. Expand it by clicking on the tab:

ACM Transactions on Modeling and Computer Simulation (TOMACS)

Search within TOMACS

Home > ACM Journals > ACM Transactions on Modeling and Computer Simulation (TOMACS)

ACM Transactions on Modeling and Computer Simulation (TOMACS)

Systems modeling and computer simulation are powerful tools for understanding, and ACM Transactions on Modeling and Computer Simulation (TOMACS) is a primary source for research on all aspects of these two areas. Emphasizing discrete event simulation, this journal publishes applications, reviews, and tutorials on such topics as combined, distributed, and hybrid simulation, simulation and computer graphics, process generators, and ... [\(More\)](#)

Editor-in-Chief: [Francesco Quaglia](#)

Get Alerts for this Journal

Administration

- Admin Tool
- Page Builder
- Edit Page
- Pending Edits
- Scheduled
- Assets

Publication counts	Citation count	Available for Download	Downloads (6 weeks)	Downloads (12 months)	Downloads (cumulative)	Average Downloads per Article	Average Citation per Article
580	15,516	580	897	10,276	296,288	510.841	26.752

The Administration Menu: Page Builder

Page Builder: Static Journal pages, where the content is not part of the publication archive or its metadata (such as institutions, people, metrics, etc.) This is the content you will be managing, and adding to with new pages, as needed.

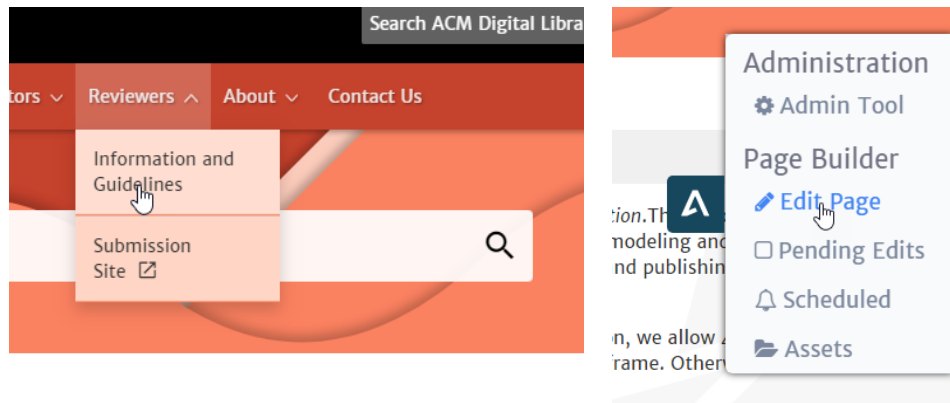
The “Edit Page”, “Pending Edits” and “Scheduled” items allow you to modify existing content, preview and publish (or reject) changes, with the option of setting a schedule for publication.

The “Assets” item provides an interface to the file system, where you can upload PDFs and images for your site.

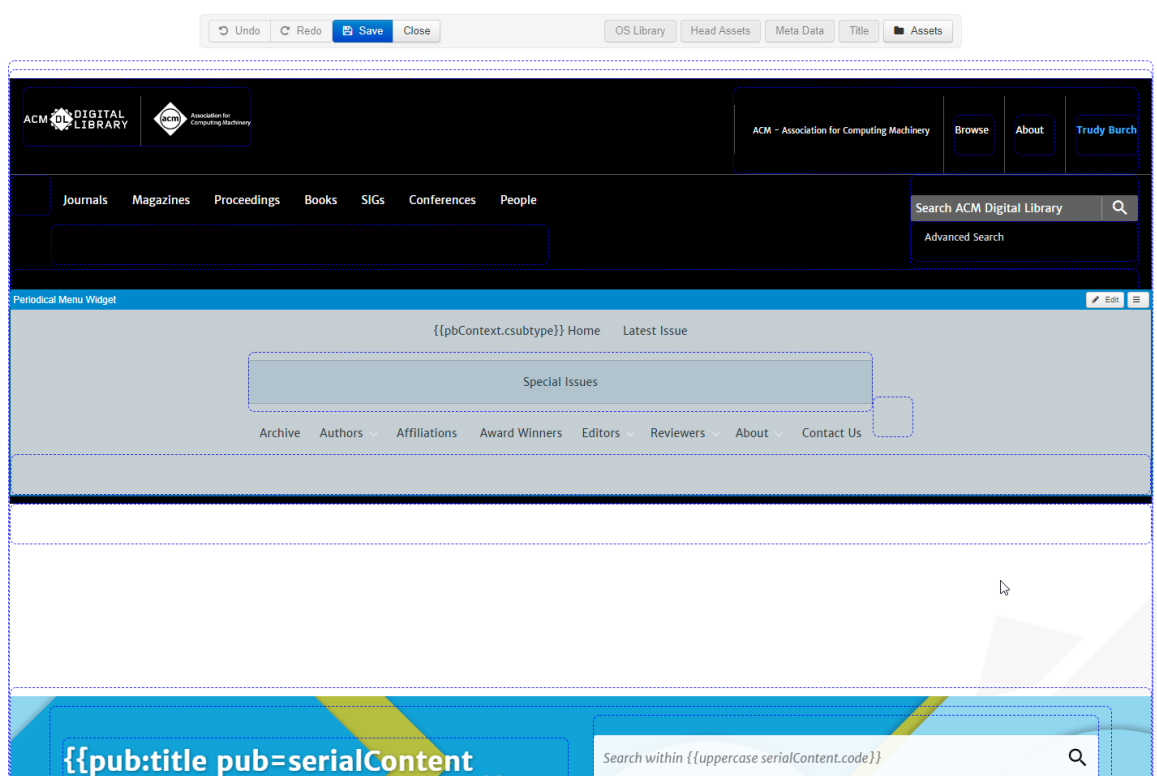
|----|----|----|----|

Editing a Page

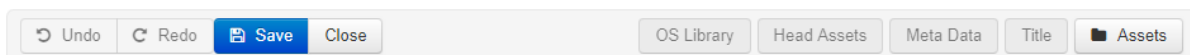
We'll edit the page "Information and guidelines for reviewers" – navigate to the page from the sub-menu and click on "Edit Page":



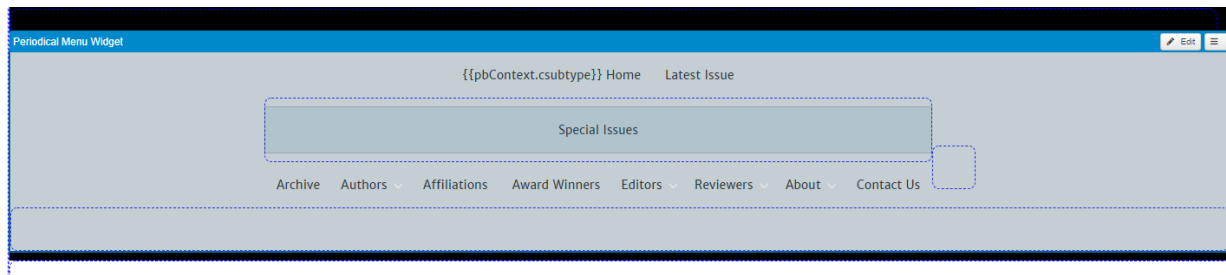
The page will render in edit mode – notice the dotted lines mapping out the widgets that make up the page. Content is stored inside these widgets.



At the top, there are buttons to control edit actions: "Undo", "Redo", "Save", and "Close" – and a shortcut to "Assets".



The Periodical Menu Widget manages the Journal navigation.



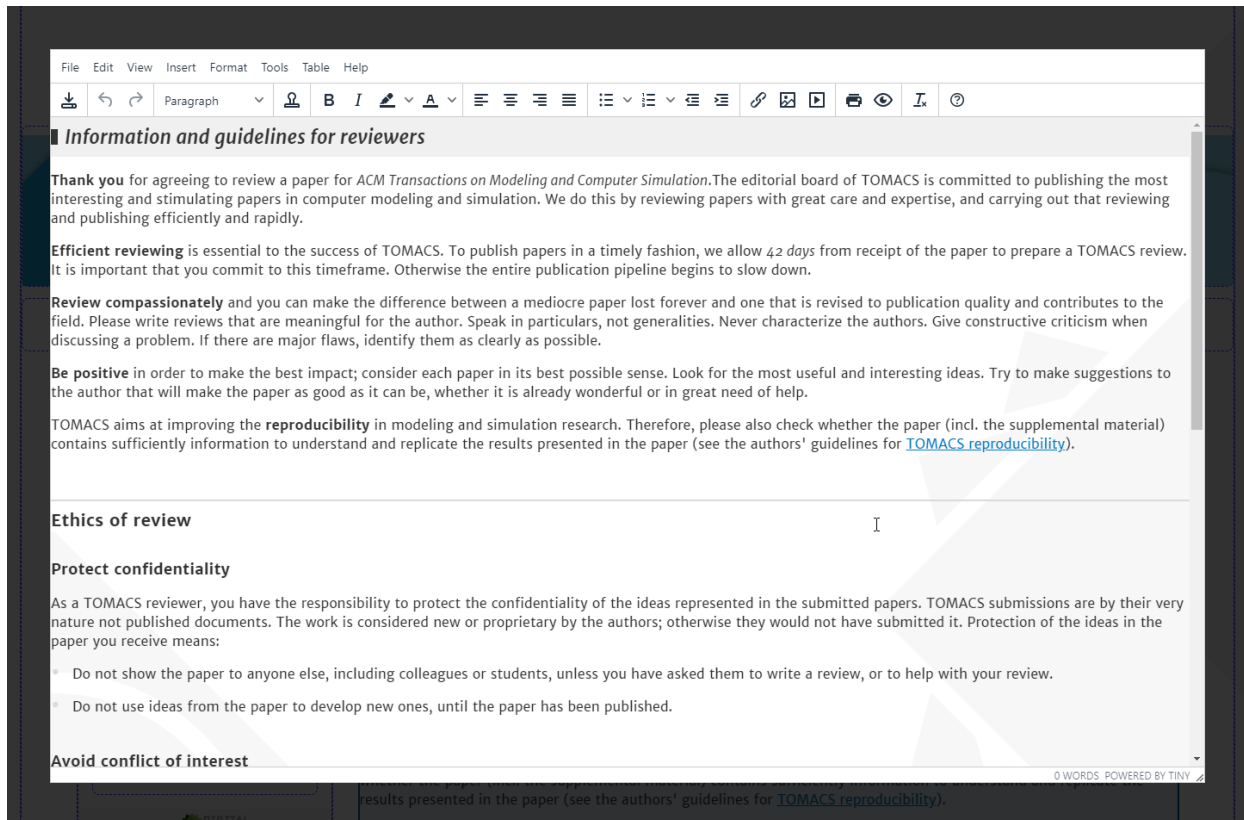
The Rich Text Widget holds the main content of the page.



You can see that the template includes scripting to render out the title of the Journal in the banner.

Rich Text Widget

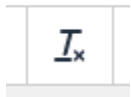
Open the widget for editing by double-click anywhere in the content – anywhere under the blue bar – to get to the visual editor:



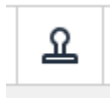
The editor options use familiar symbols and icons:



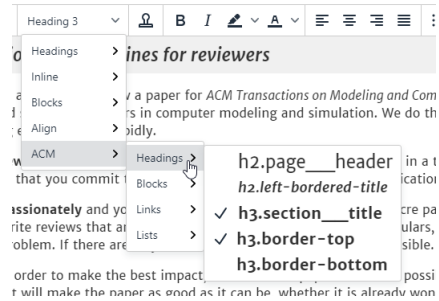
To clear all formatting, use the second item from the right, "I_x":



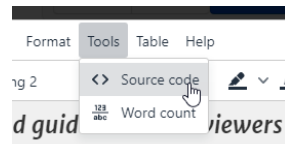
To use responsive columns (using divs), use the fifth icon from the left:



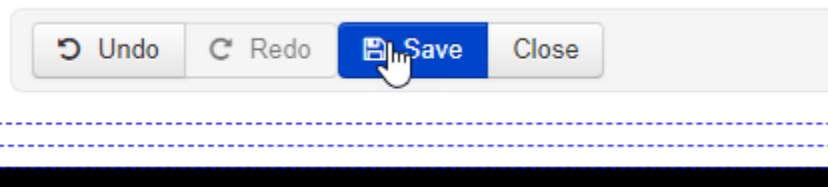
The styles for the site are found in the drop-down:



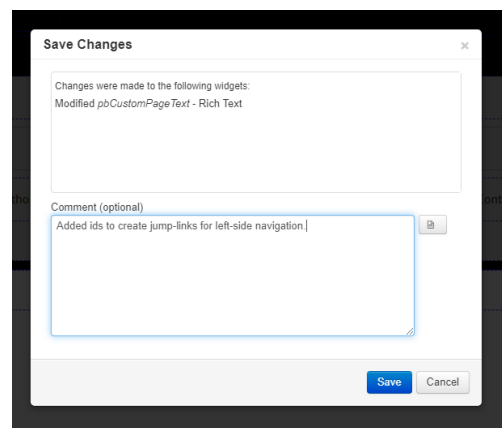
To see the HTML source code, click on “Tools”, “Source code”:



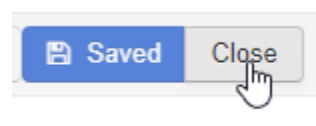
You can make changes to the contents using the visual editor. Click anywhere outside the visual editor to close it, once you are done. Click the “Save” button from the top editing controls:



Enter an optional comment about the changes, for future reference:



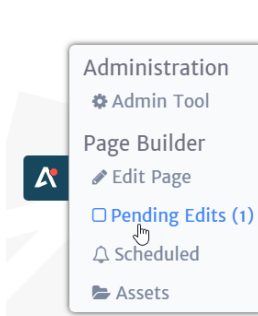
Click “Save”. If you are done, click “Close” from the top editing control buttons:



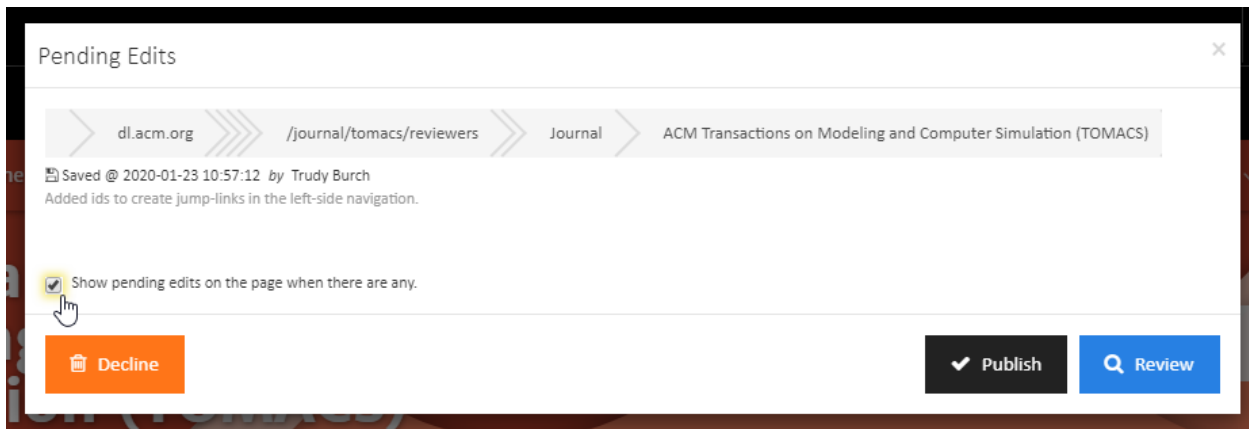
Review your changes – notice that there is a red dot in the “a” editing tab:

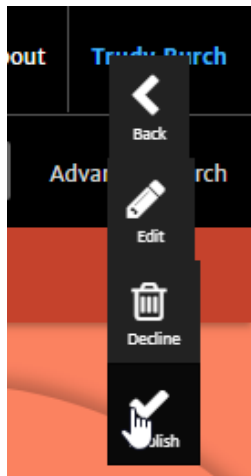


Click on the tab to see that there is a “Pending Edit” – the number in parentheses shows how many edits there are for you to review.



Click on “Pending Edits (1)”, check the “Show pending edits on the page when there are any” box in the popup that opens up – this preference will persist for your session, – and click the “Review” button:





Review Menu

The page now renders with your change and provides a menu for publishing or rejecting the pending edits.

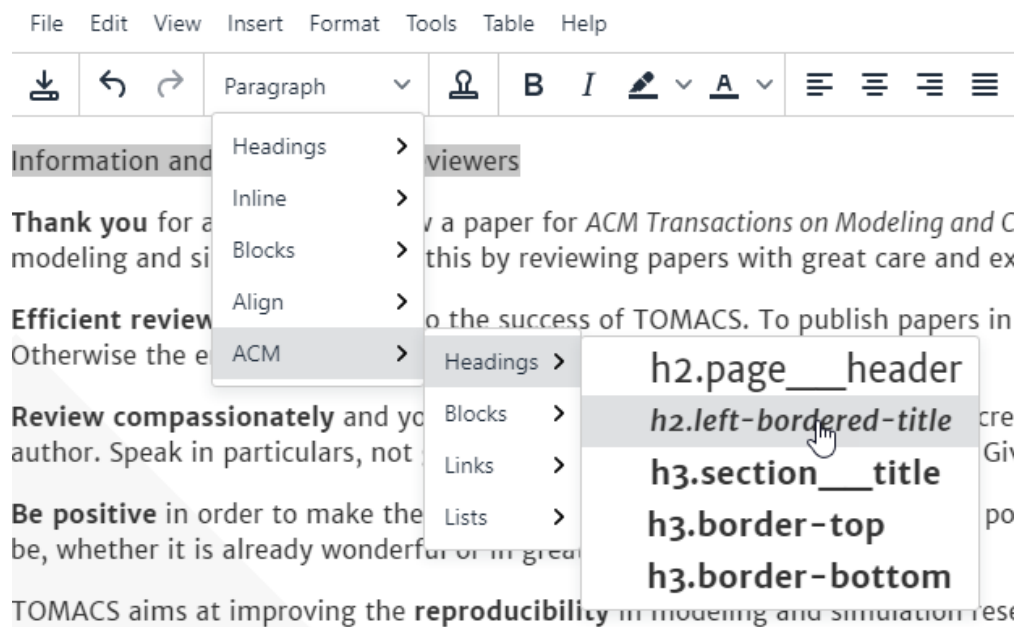
- If you click “Publish”, you can opt to add a comment, and your changes will be public.
- You can “Decline” the changes, which will roll them back (won’t save).
- Choose “Edit” to continue modifying the page content.
- Choose “Back” to leave the changes in “Pending” mode.

Page Title

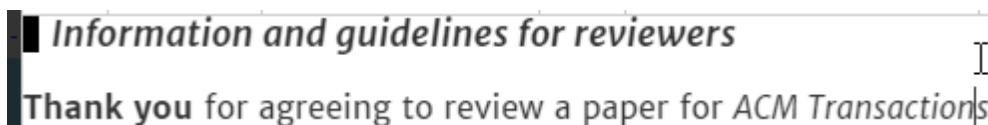
The page title style for all Journal static pages is: `class="left-bordered-title"`.

To apply it:

- highlight the title
- use the style drop-down to choose “ACM”, “Headings”, “*h2.left-bordered-title*”



It will look like this:



Left-side Navigation

The static journal pages template has been designed to generate a navigation on the left side that follows down the page when scrolling, and provides jump-links to sections within the document. This functionality is achieved via CSS and scripting.

The screenshot displays the website for **Simulation (TOMACS)**. The top navigation bar includes links for Journal Home, Latest Issue, Special Issues, Archive, Authors, Affiliations, Award Winners, Editors, Reviewers, About, and Contact Us. The main header features the journal title "Simulation (TOMACS)". Below the header, a breadcrumb trail reads: Home > ACM Journals > ACM Transactions on Modeling and Computer Simulation (TOMACS) > Author Guidelines.

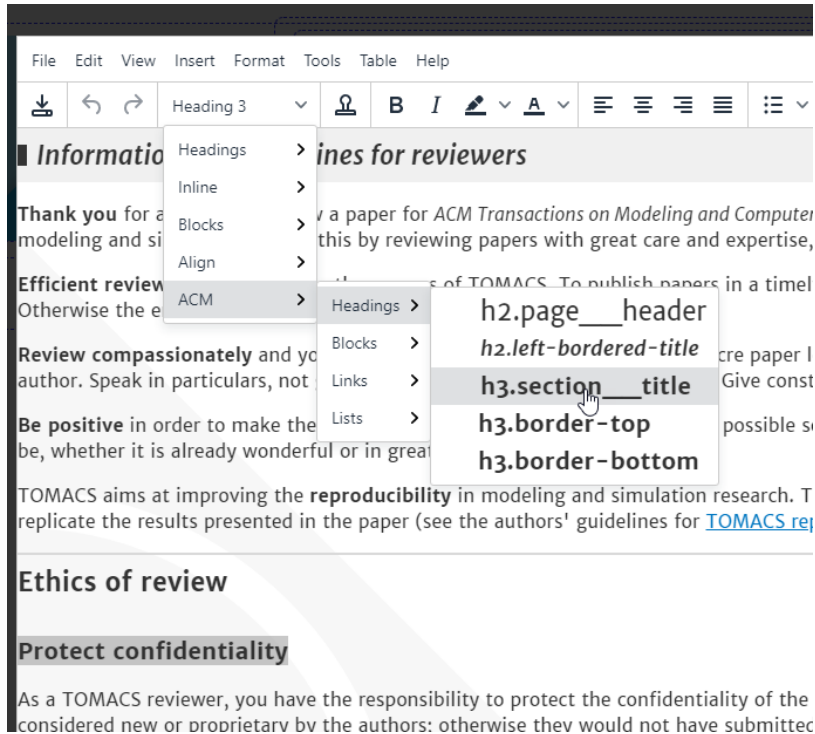
The left sidebar contains a "Sections" menu with the following items: Scope, Publication policies, Types of submissions, Format, Submission process, Review process, Submission guidelines for RCR Initiative, Once accepted, Author Gateway, Templates, ACM Computing Classification System (CCS), Author Rights, Language Services, Author-izer Service, ORCID, and Contact Us.

The main content area is titled "Author Guidelines" and includes the following sections:

- Scope**: As explained in the [Editorial Charter](#), ACM Transactions on Modeling and Computer Simulation publishes papers of significant and lasting value in all areas of computer modeling and simulation, including (but not limited to) the following:
 - Modeling Methodology
 - Model Execution
 - Random numbers and objects
 - Experiment design and simulation analysis
 - Verification, validation, and accreditation of models
 - Interplay between other areas of computer science and simulation
 - Advanced Applications
- Publication policies**: The [ACM Publications Policies](#) page addresses issues of plagiarism, copyrights, simultaneous submissions, etc. Please pay special attention to [ACM Author Representations Policy](#). ACM strongly encourages, and soon will require, that all authors have registered for their own ORCID, and have obtained their unique researcher identifier. For more information, see <http://orcid.org/content/initiative>. Please consult the [Policy on Authorship of the ACM](#).
- Types of submissions**: TOMACS accepts manuscript submissions in these categories:
 - Methodological research*: Innovative modeling and simulation methods. It should be clearly demonstrated how the new methodological developments advance the current state of the art of modeling and simulation.
 - Application driven research*: Mature applied work with a clear impact on modeling and simulation. The work should

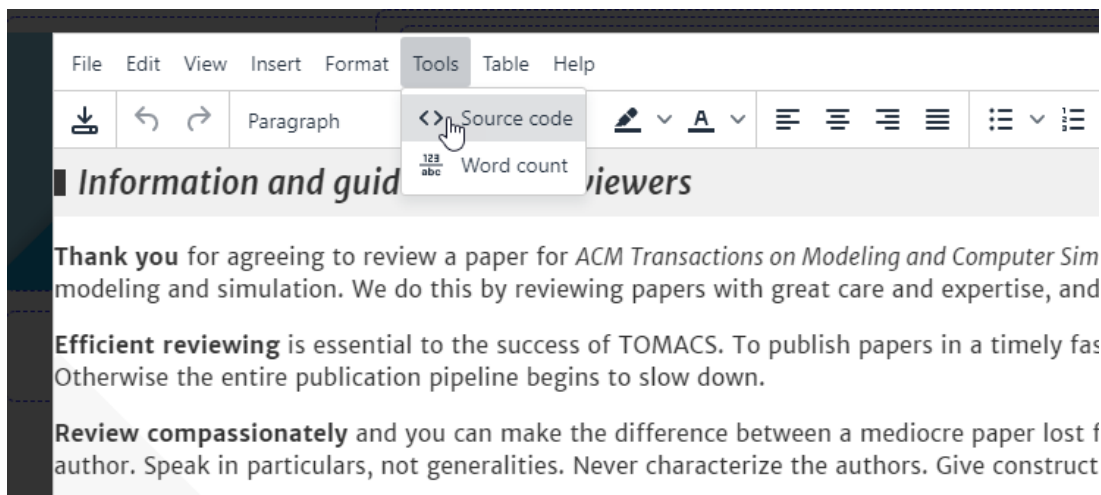
The CSS that enables this feature is this class: `section__title`

It is applied to an h3 heading. To apply it in the visual editor: in the style drop-down, scroll to “ACM”, “Heading”, and choose “h3. section__title”.

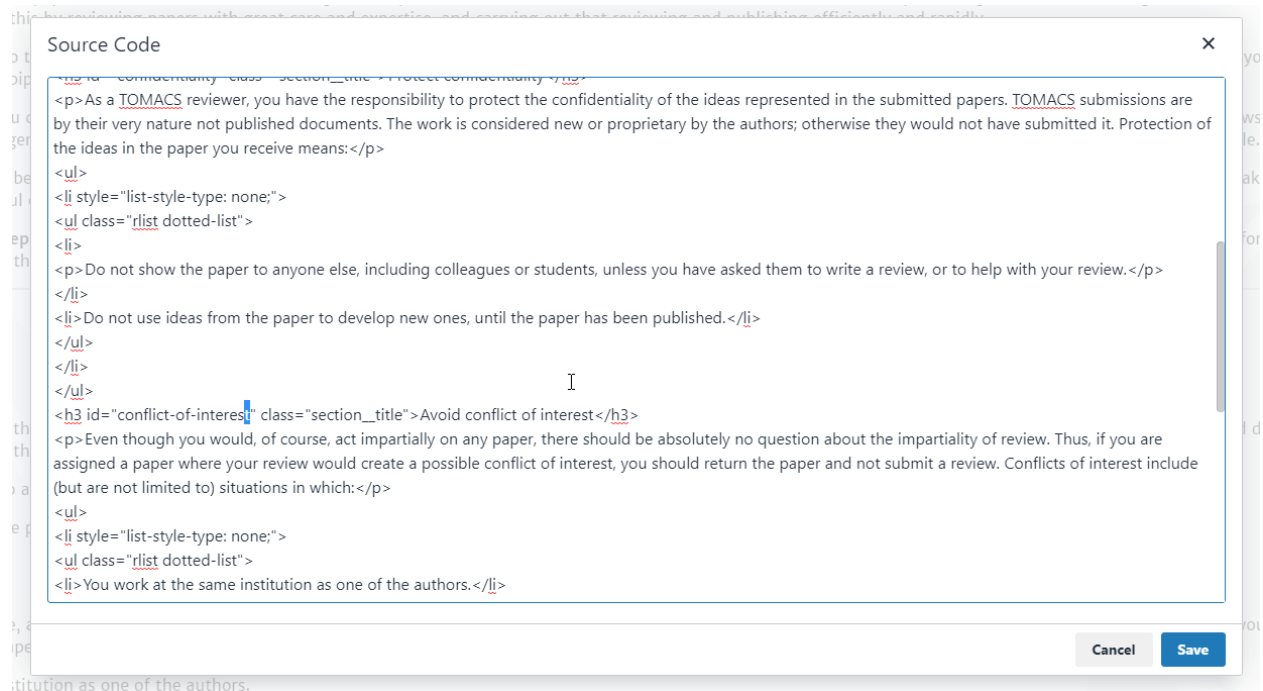


Setting the target is done directly in the html code: find the `<h3 class="section__title">` and add a unique id for the page.

Choose, “Tools”, “Source code”:

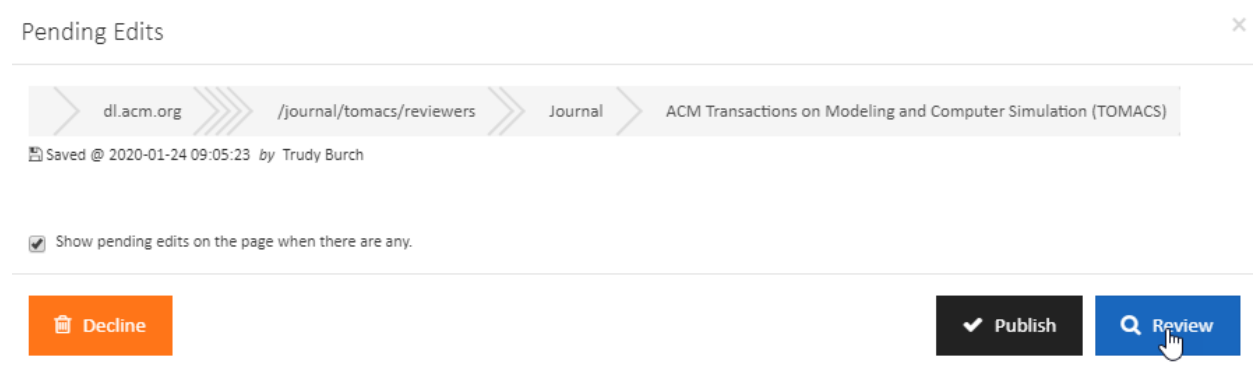


Find the h3 section headings that you've already styled with the class `section__title`, and add: `id="some-unique-id"`. You can make the id tag meaningful, but please be sure to make it unique to the page.



When you have added id tags to all h3 headings, click “Save” to close the html code view.

Use the editing control buttons at the top of the edit mode page to save and close the page (with optional comments). Proceed to review – check “Show pending edits on the page when there are any” if this is a new session, and click “Review” to get the pending content to display on the page.



Reviewing:

dl.acm.org > /journal/tomacs/reviewers > Journal > ACM Transactions on Modeling and Computer Simulation (TOMACS)

Saved @ 2020-01-24 09:05:23 by Trudy Burch
Modified pbCustomPageText - Rich Text

ACM Transactions on Modeling and Computer Simulation (TOMACS)

Search within TOMACS

Home > ACM Journals > ACM Transactions on Modeling and Computer Simulation (TOMACS) > Reviewers

Sections

- [Ethics of review](#)
- [Protect confidentiality](#)
- [Avoid conflict of interest](#)
- [Remain anonymous](#)
- [Be professional](#)
- [General ACM policies](#)

Information and guidelines for reviewers

Thank you for agreeing to review a paper for *ACM Transactions on Modeling and Computer Simulation*. The editorial board of TOMACS is committed to publishing the most interesting and stimulating papers in computer modeling and simulation. We do this by reviewing papers with great care and expertise, and carrying out that reviewing and publishing efficiently and rapidly.

Efficient reviewing is essential to the success of TOMACS. To publish papers in a timely fashion, we allow 42 days from receipt of the paper to prepare a TOMACS review. It is important that you commit to this timeframe. Otherwise the entire publication pipeline begins to slow down.

Review compassionately and you can make the difference between a mediocre paper lost forever and one that is revised to publication quality and contributes to the field. Please write reviews that are meaningful for the author. Speak in particulars, not generalities. Never characterize the authors. Give constructive criticism when discussing a problem. If there are major flaws, identify them as clearly as possible.

Be positive in order to make the best impact; consider each paper in its best possible sense. Look for the most useful and interesting ideas. Try to make suggestions to the author that will make the paper as good as it can be, whether it is already wonderful or in great need of help.

TOMACS aims at improving the **reproducibility** in modeling and simulation research. Therefore, please also check whether the paper (incl. the supplemental material) contains sufficiently information to understand and replicate the results presented in the paper (see the authors' guidelines for [TOMACS reproducibility](#)).

Ethics of review

“Publish” or “Decline”, accordingly (see [Review Menu](#)).

Creating a New Page

To create a new page, you must be logged in and past the 2FA step – in edit mode.

Navigate to your journal, and enter the URL for the page you would like to create – e.g., a new-page in the tomacs journal path:

 <https://dl.acm.org/journal/tomacs/new-page>

Note: “new-page” is just an example, you should name your new page exactly as you’d like it to be known.

For anyone else, who does not have editor privileges, the request will return a 404.

Since there is no such page, the system will prompt you to create it – a “Page not found” form, with the following fields:

Page URI: the relative path from the current domain of “dl.acm.org” – “/journal/tomacs/new-page”

Visibility: option to hide the page from the public, while you work on it (checkbox)

Page template: defines the group of pages and page template to use for your new page, and is set to “Publication Pages”, “Journal Static Pages”. You cannot change either of these selections.

You can, – and should, – change the “Page Sub-Template”, which will define the **breadcrumb** label that appears on your new page. The drop-down lists the most common breadcrumb labels for Journal pages, but if none meets the requirements for your new page, you can set your own label by clicking “+” next to the drop-down menu.

Page not found

The Page you requested does not exist. You can create a new page using the form below:

Page URI:

☐ Hide the page from public

Page template

Page Group (most pages use 'Custom Page')

Page Template

Page Sub-Template (Optional)

For the example, we will choose “Calls for Papers”

Page not found

The Page you requested does not exist. You can create a new page using the form below:

Page URI:

☐ Hide the page from public

Page template

Page Group (most pages use 'Custom Page')

Page Template

Page Sub-Template (Optional)
 +

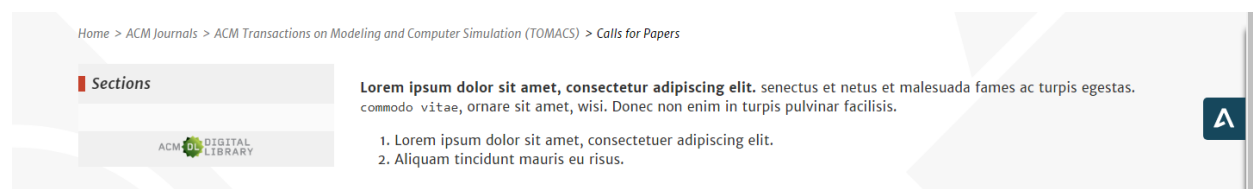
- N/A
- Access
- ccs
- About
- Advisory Board
- Announcements
- Author Guidelines
- Author Policies
- Best Paper Award
- CFP
- Call for Papers
- Call for Papers 2018
- Calls for Papers**
- Charter
- Contact Us
- Distinguished Reviewers Board
- Editor Guidelines
- Editorial
- Editorial Board
- Editorial Charter

Here is the breadcrumb label on the page:

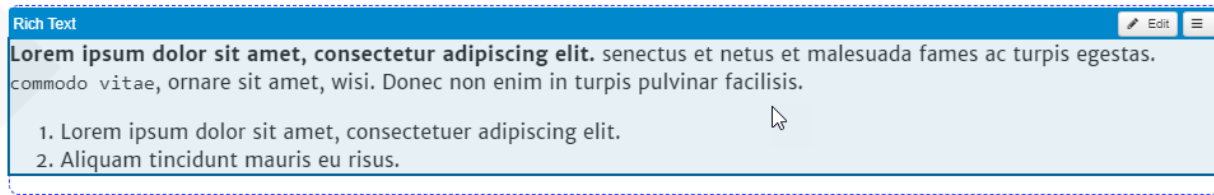
“Home > ACM Journals > ACM Transactions on Modeling and Computer Simulation (TOMACS) > Calls for Papers”

Home > ACM Journals > ACM Transactions on Modeling and Computer Simulation (TOMACS) > Calls for Papers

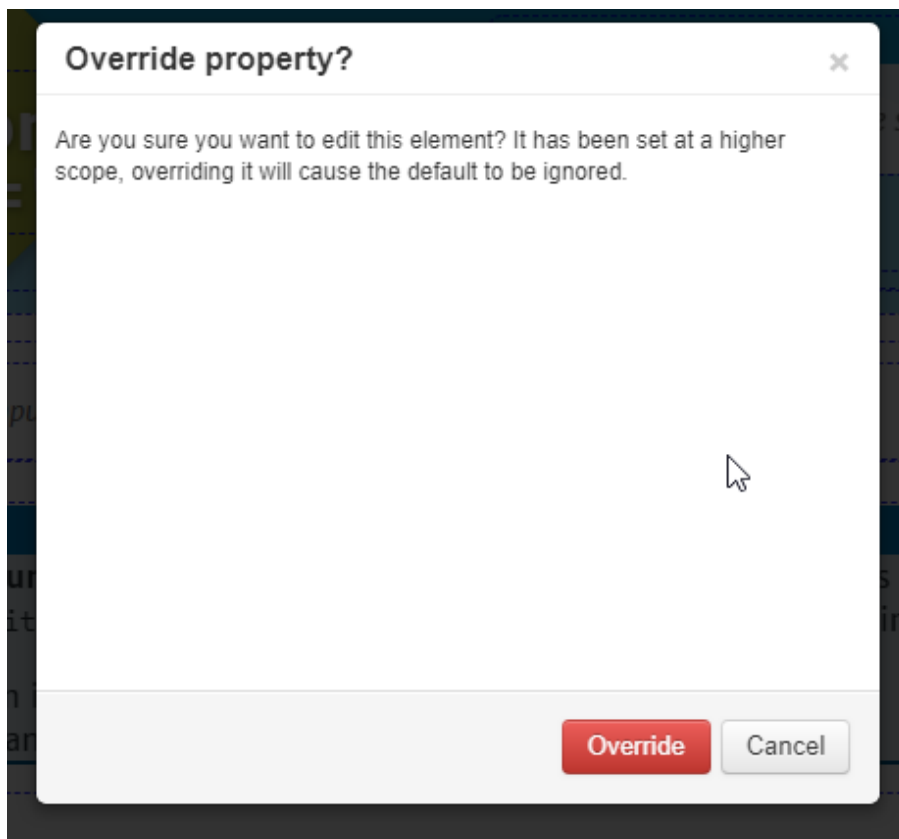
Click “Create Page”. The new page will display a “Lorem Ipsum” excerpt as the default text.



Click on the “a” tab, expose the PB Menu, and click on “Edit page”. Scroll to find the “Rich Text” widget.

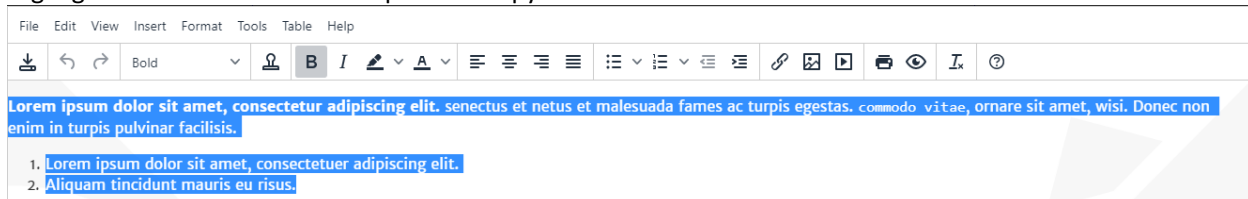


When you click on “Lorem ipsum...” to deploy the visual editor, you’ll get a warning “Override property?” – the text is set as default in the higher scope of the “Journal Static Pages” template, and because its only purpose is that of placeholder, it is not of any use on our new page. By overriding, we are not affecting the template – only what will be stored in the “Rich Text” widget on the new page. Go ahead and click “Override”.

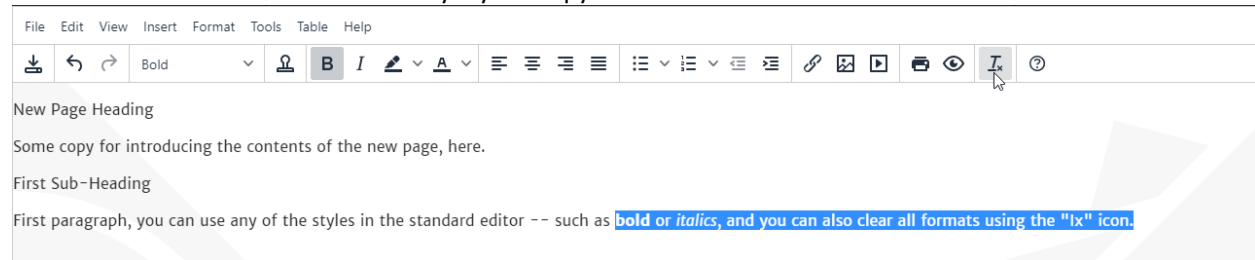


Now you are set to start contributing content to your new page.

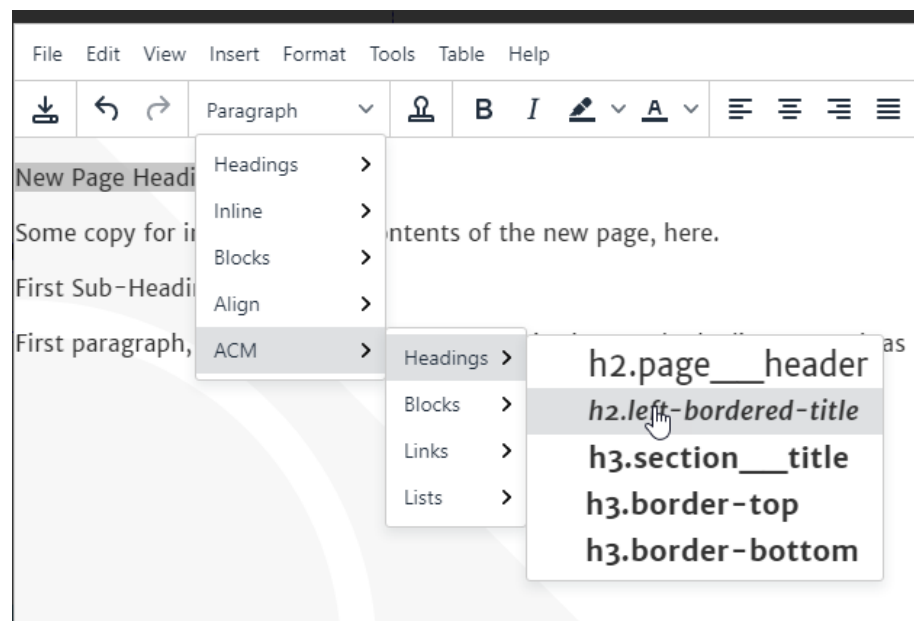
Highlight and delete the “Lorem ipsum...” copy.



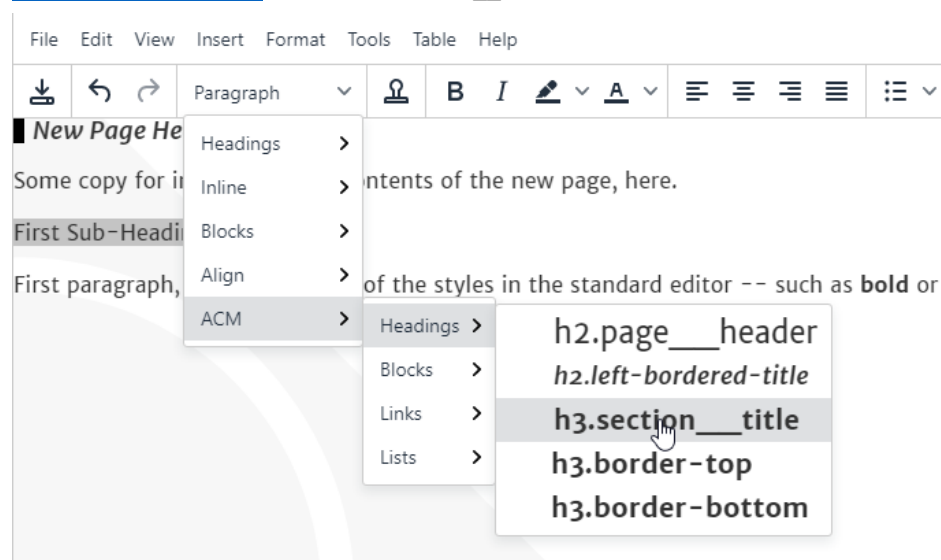
Use the tools of the visual editor to style your copy.



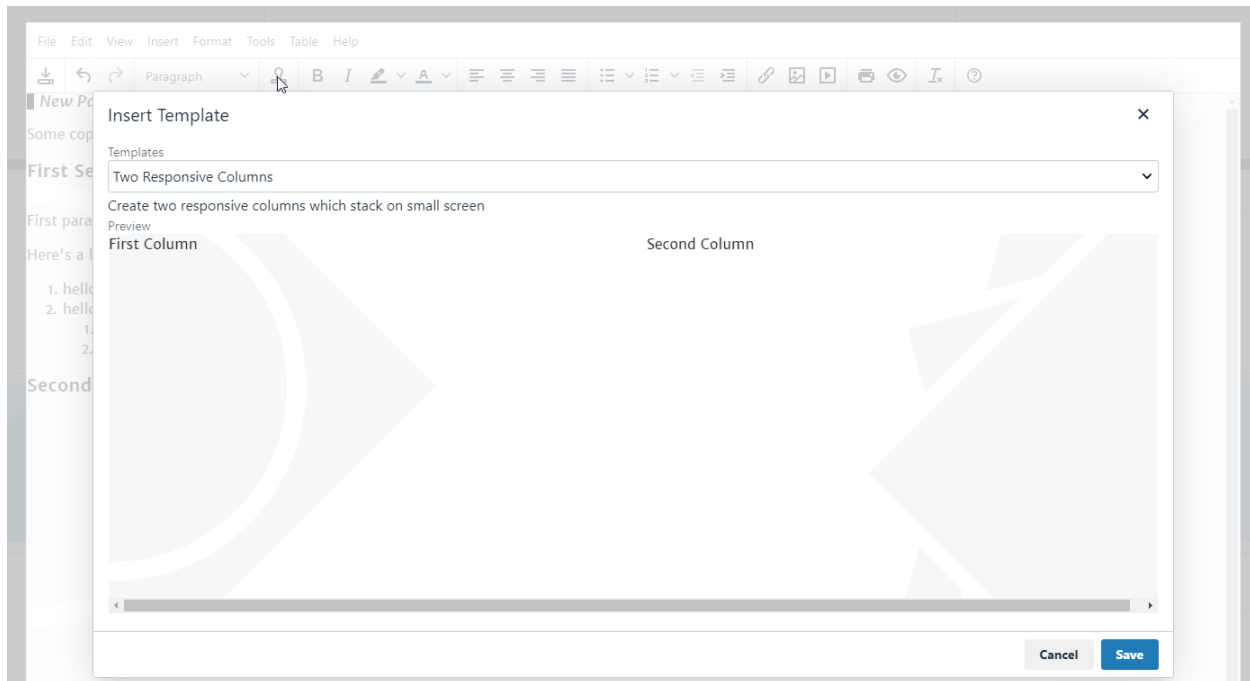
[Style the page title](#): h2 class="left-bordered-title"



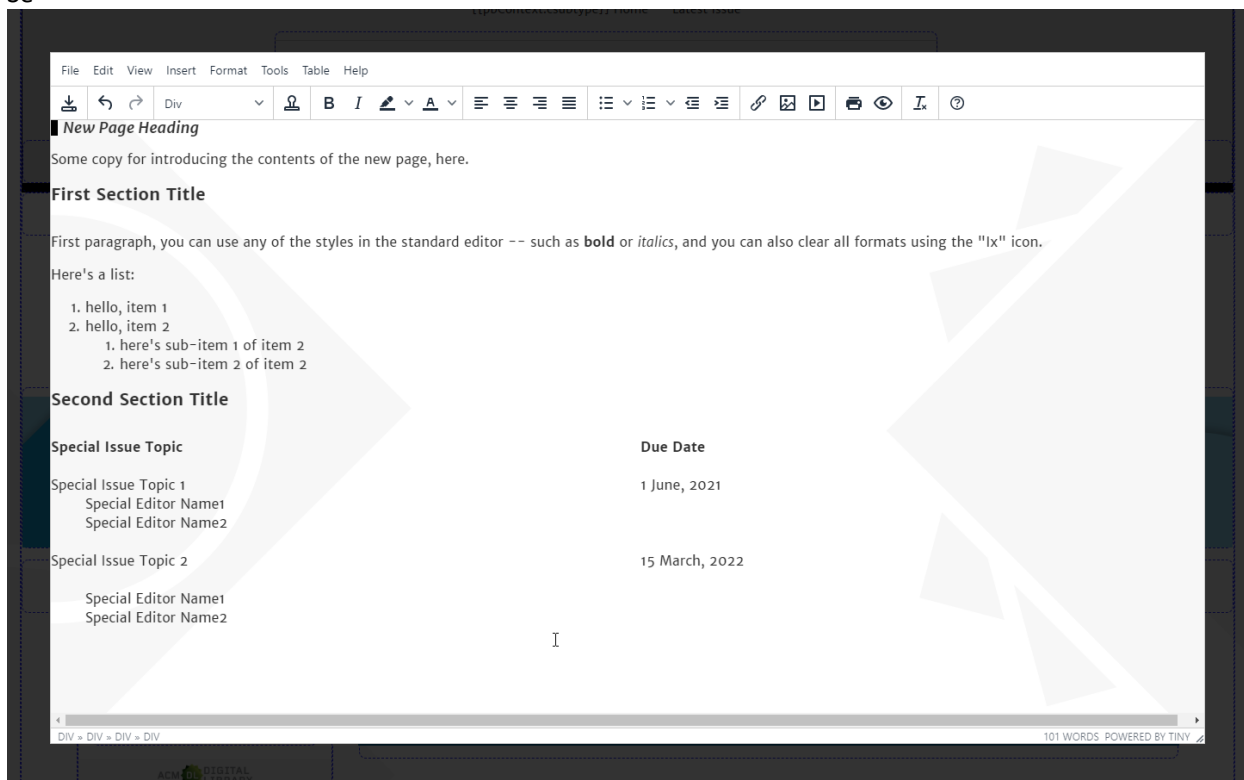
[Style the section titles](#): h3 class="section__title"



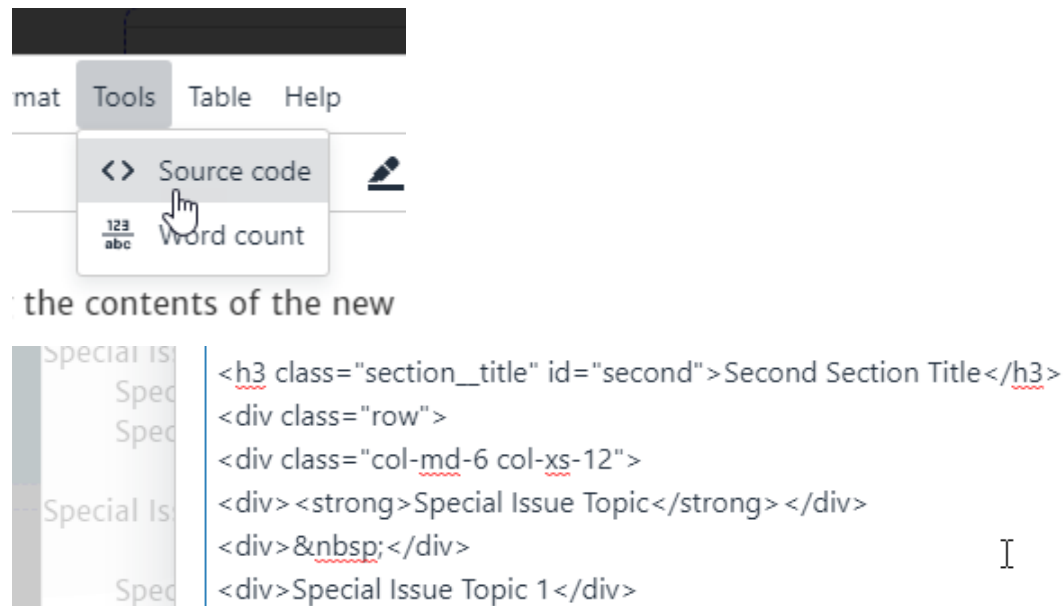
Create responsive 2-column layout: use the div icon, to the right of the styles drop-down. Choose the number of columns you'd like, and click "Save".



Place your cursor on the "First Column" and "Second Column" placeholders and name the columns correctly. Use your return key and mouse to add contents in each column. Se



[Follow the steps for setting up the left-side navigation](#): “Tools”, “Source code”, locate the h3 tags and add a unique id for each.



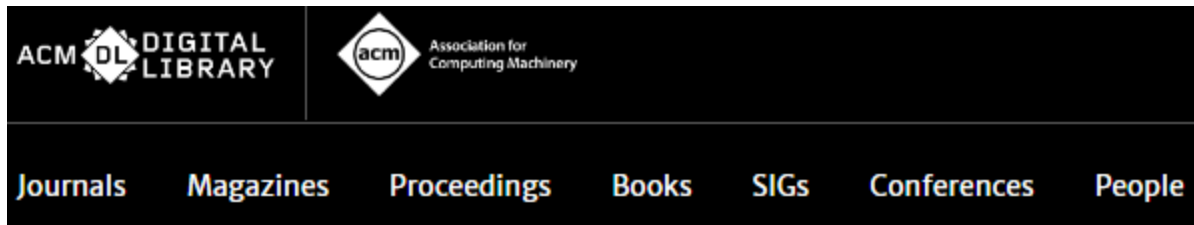
Save (with optional comment), close, review, and publish or decline.

This page was a test and has been deleted.

|----|----|----|----|

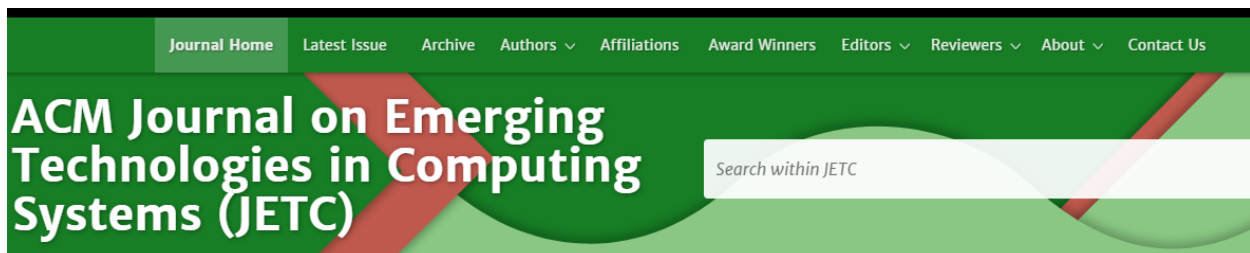
Journal Navigation

The ACM DL site-wide navigation includes a link to the ACM Journals section:



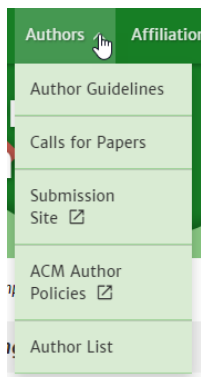
Clicking on “Journals” from anywhere in the DL resolves to the page <https://dl.acm.org/journals>.

Each Journal has its own navigation – here’s an example:



Home > ACM Journals > ACM Journal on Emerging Technologies in Computing Systems (JETC)

Here’s an example of a sub-menu navigation:



Here’s a menu (“top level”) navigation:



ACM Policies Note: The standard ACM Journal navigation is based on formal guidelines – please see [Appendix 1](#).

Your role of Page Builder Editor allows you to modify your Journal navigation, and the pages that follow will show you how.

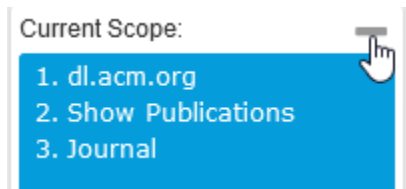
Please follow the guidelines, and check with Laura Lander, lander@hq.acm.org, regarding any deviation from the Journal navigation standards.

Editing Journal Navigation

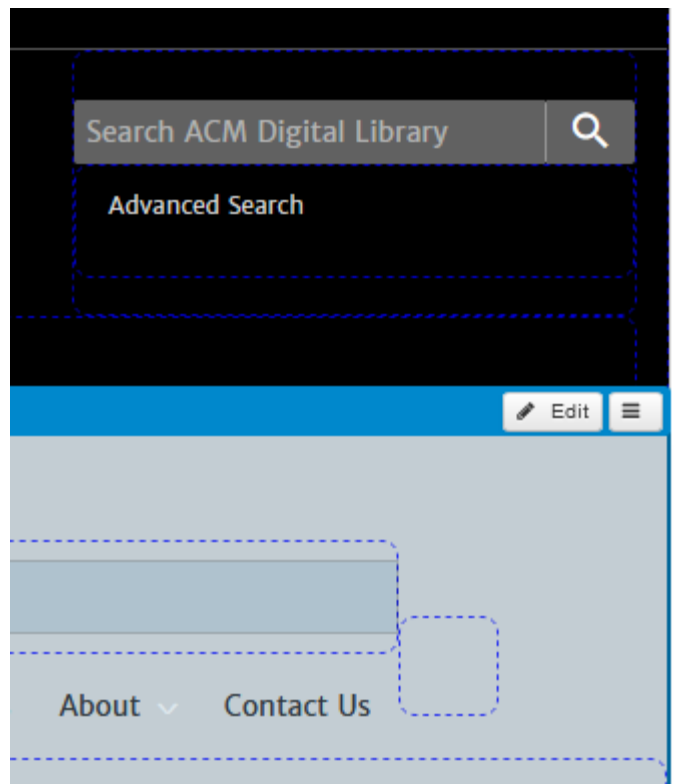
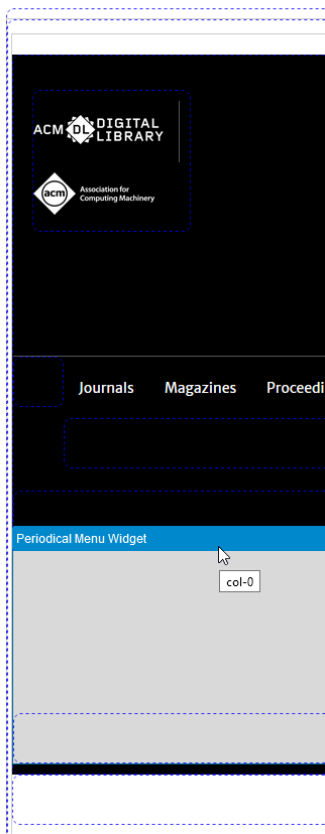
Logged in at <https://dl.acm.org>, and authenticated using 2FA, navigate to your journal.

Expand the Page Builder edit menu (“A” tab at right) and click on “Edit Page”.

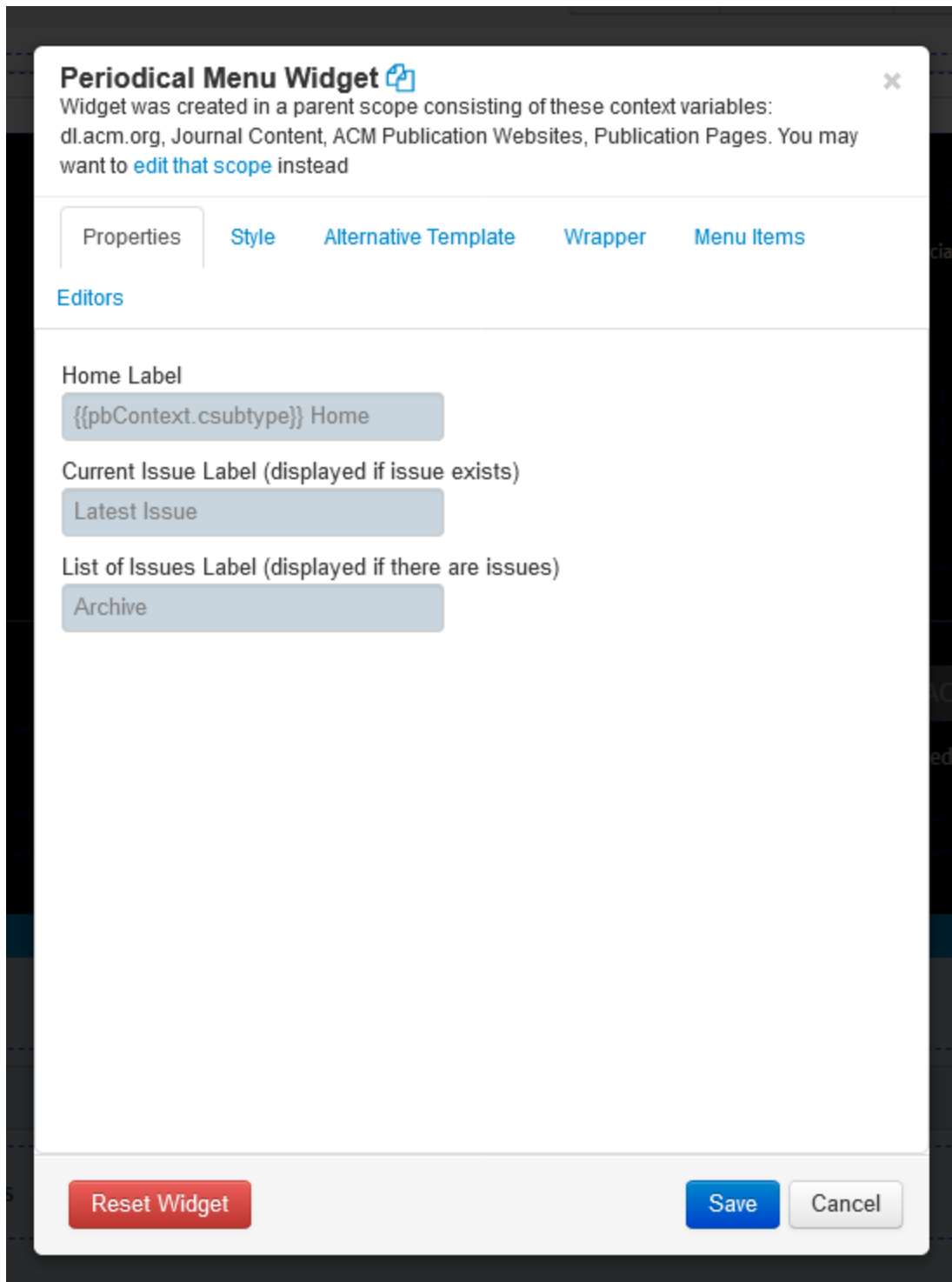
Tip: To get more space in your edit view mode, you can minimize the widget tool that appears on the left side. Click “Edit”, and minimize the widget tool (on the left) by clicking on the “–” toggle.




Hover over the page and look for the “Periodical Menu Widget”. Click on the blue bar to expose the “Edit” button.



Click on the “Edit” button. It will open the “Periodical Menu Widget”.



Periodical Menu Widget 

Widget was created in a parent scope consisting of these context variables:
dl.acm.org, Journal Content, ACM Publication Websites, Publication Pages. You may want to [edit that scope](#) instead

Properties | **Style** | **Alternative Template** | **Wrapper** | **Menu Items**

Editors

Home Label

Current Issue Label (displayed if issue exists)

List of Issues Label (displayed if there are issues)

Reset Widget **Save** **Cancel**

Click on the “Menu Items” tab.

The screenshot shows the 'Periodical Menu Widget' configuration window. At the top, a message states: 'Widget was created in a parent scope consisting of these context variables: dl.acm.org, Journal Content, ACM Publication Websites, Publication Pages. You may want to [edit that scope](#) instead'. Below this is a tabbed interface with 'Menu Items' selected. The 'Menu Items' tab contains a list of items, each with an 'Item Label' and an 'Item URL' field. The first item has 'Authors' as the label and '#' as the URL. The second item has 'Author List' as the label and '/authors' as the URL. The third item has 'Author Guidelines' as the label. A 'Reset Widget' button is at the bottom left, and 'Save' and 'Cancel' buttons are at the bottom right.

Periodical Menu Widget

Widget was created in a parent scope consisting of these context variables:
dl.acm.org, Journal Content, ACM Publication Websites, Publication Pages. You may
want to [edit that scope](#) instead

[Properties](#) [Style](#) [Alternative Template](#) [Wrapper](#) **Menu Items**

[Editors](#)

You can drag items to reorder.

Item Label

Item URL

You can drag items to reorder.

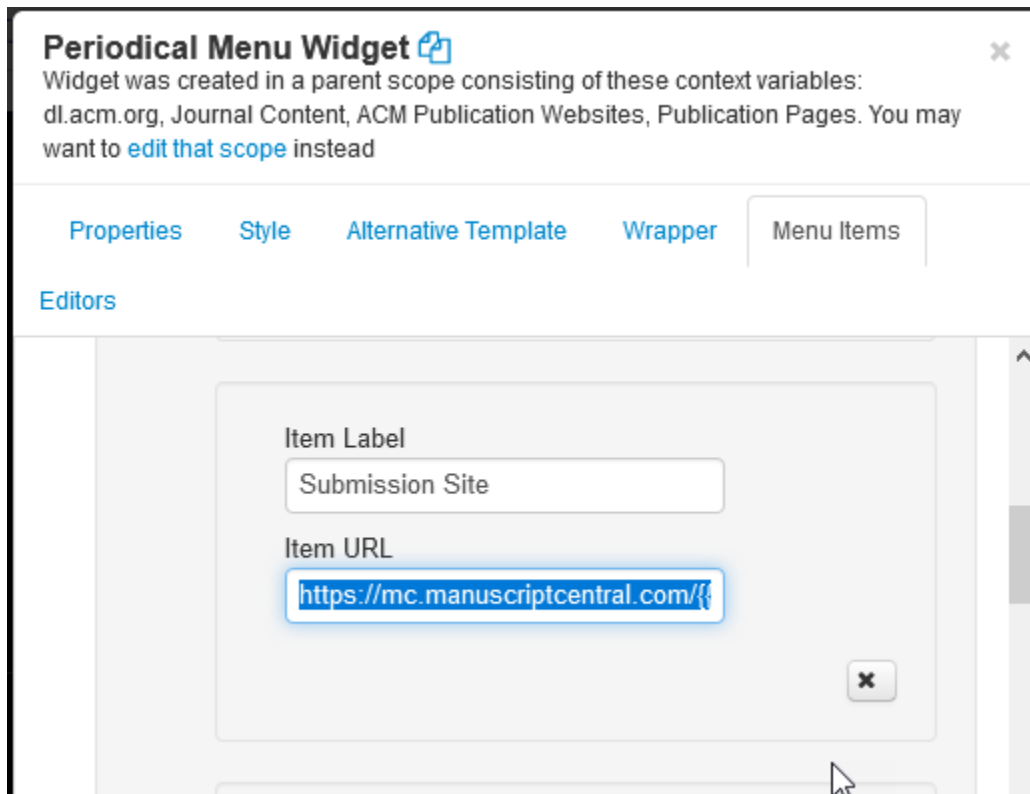
Item Label

Item URL

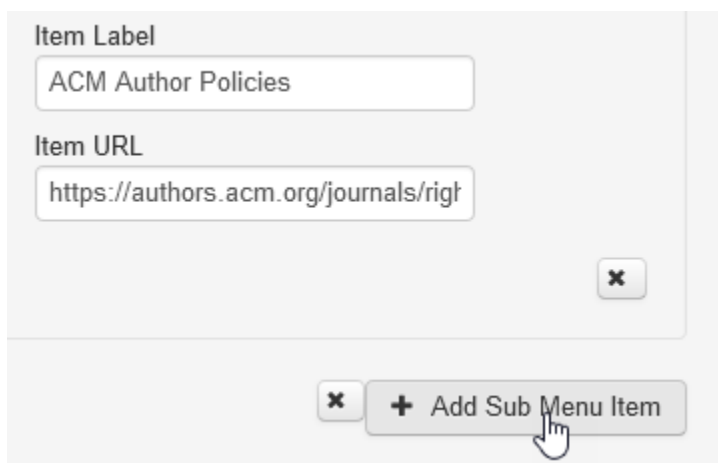
Item Label

Scroll down to find the item you want to edit or remove, or to add a new navigation item.

You can edit a URL of an existing link:



You can add a new sub-menu item:



Enter a label and a URL for the new sub-menu item:

Periodical Menu Widget

×

Widget was created in a parent scope consisting of these context variables:
dl.acm.org, Journal Content, ACM Publication Websites, Publication Pages. You may want to [edit that scope](#) instead

Properties

Style

Alternative Template

Wrapper

Menu Items

Editors

Item Label

ACM Author Policies

Item URL

https://authors.acm.org/journals/right

×

Item Label

My New Item

Item URL

/my-new-item

×

×

+ Add Sub Menu Item

Item Label

Reset Widget

Save

Cancel

Important:

Provide a relative path in the “Item URL” if the page you are linking to is internal to the DL.

In the example, “/my-new-item” is a page under the journal TOMACS, so its full path would be

<https://dl.acm.org/journal/tomacs/my-new-item>

In the “Item URL”, we need only enter “/my-new-item”.

Important:

By default, new sub-menu items will be placed at the bottom of their section.

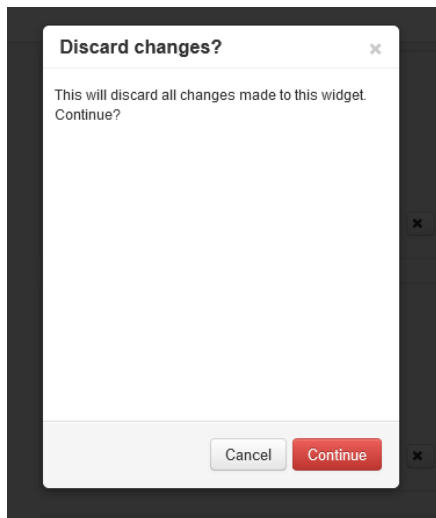
By default, new menu items will be at the bottom of the entire navigation.

You can drag-and-drop to re-order the menu and sub-menu items.

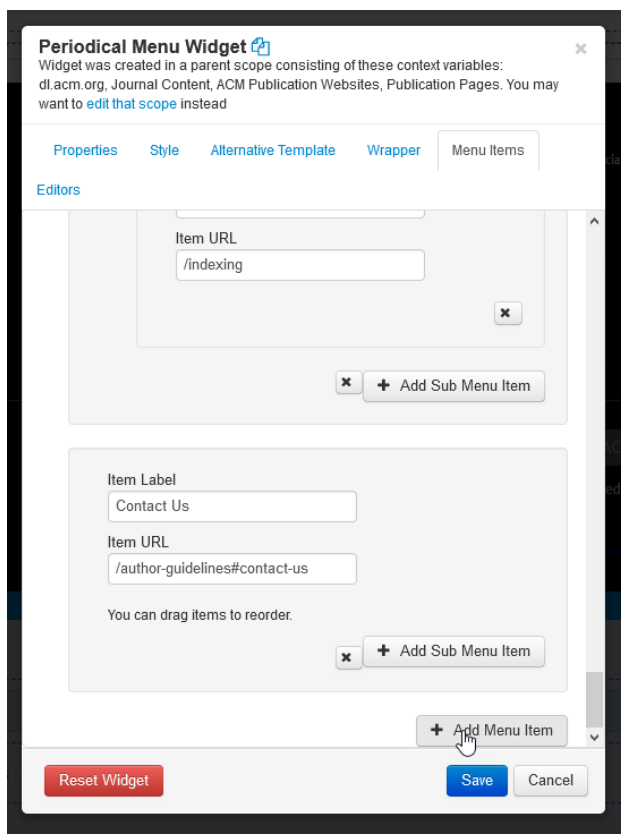
The screenshot shows the 'Periodical Menu Widget' configuration window. At the top, it states: 'Widget was created in a parent scope consisting of these context variables: dl.acm.org, Journal Content, ACM Publication Websites, Publication Pages. You may want to [edit that scope](#) instead'. Below this are tabs for 'Properties', 'Style', 'Alternative Template', 'Wrapper', and 'Menu Items'. The 'Menu Items' tab is selected. On the left, there is a vertical list of menu items under the heading 'Editors'. The first item is 'Author Guidelines' with an 'Item URL' of '/author-guidelines'. The second item is 'My New Item' with an 'Item URL' of '/my-new-item', which is currently selected and has a mouse cursor over it. The third item is 'Submission Site' with an 'Item URL' of 'https://mc.manuscriptcentral.com/{}'. At the bottom of the window are three buttons: 'Reset Widget' (red), 'Save' (blue), and 'Cancel' (grey).

Click “Save” or “Cancel”, accordingly.

If you discard your changes, you will be asked to confirm your action – click “Continue” if you are certain.

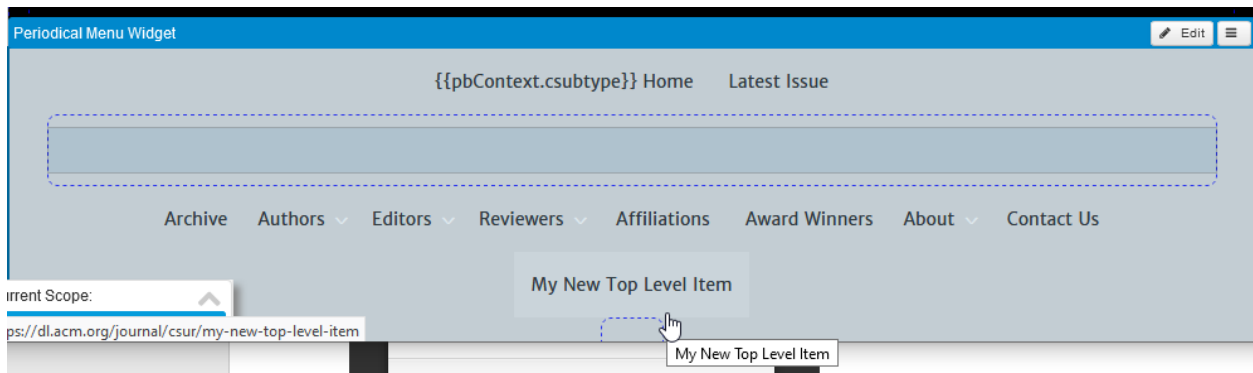


To add a new item to the navigation “top” level, scroll all the way to the bottom of the Periodical Menu Widget window and click on “Add Menu Item”.



Enter “Item Label” and “Item URL”. You can re-order by dragging-and-dropping, and click “Save” to save your changes.

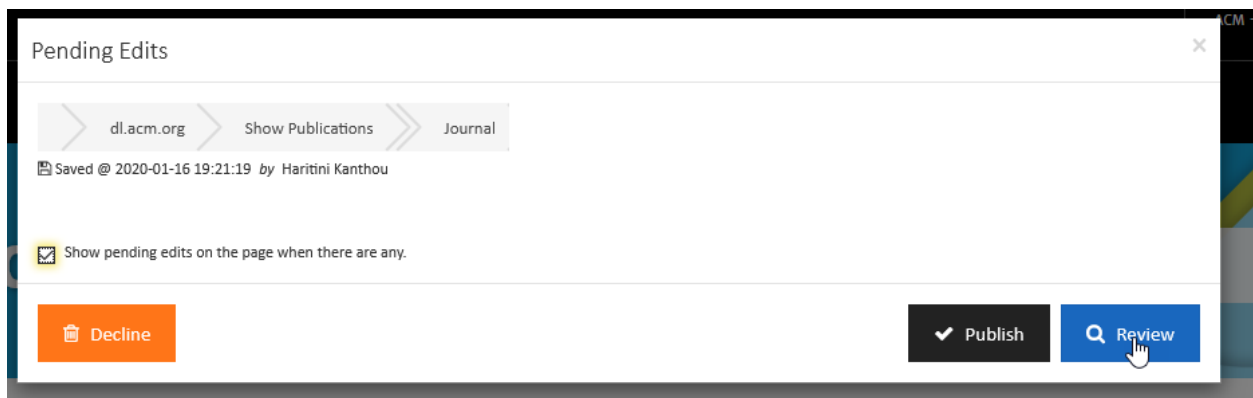
You'll see your new menu item appear in the editing window.



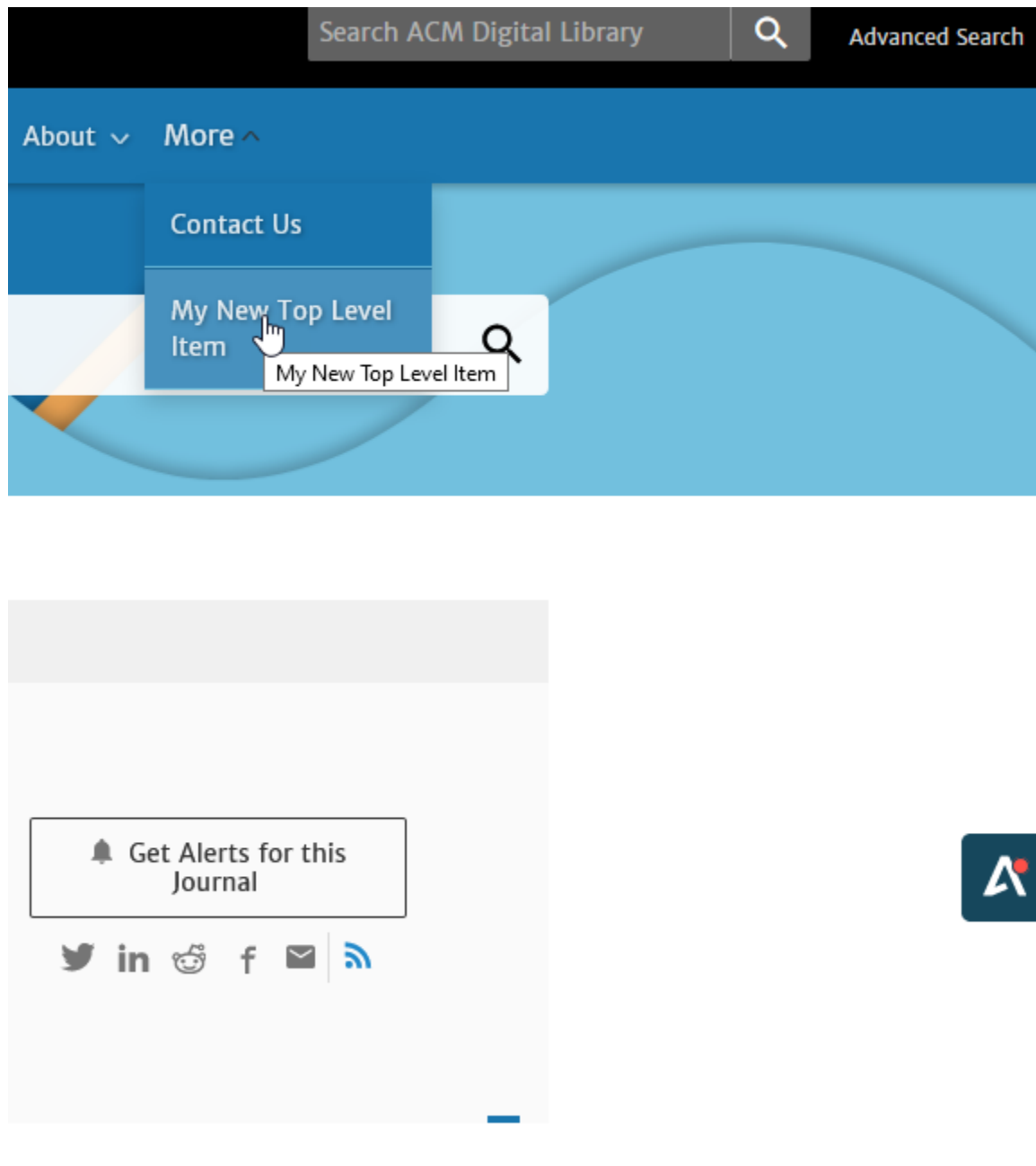
Expand the widget tool (left-bottom, you hid it earlier) by clicking on the “^” toggle, click “Save”, and “Save” again, and then click “Close”. (You may enter optional comment.)

Once you are back on the journal home page:

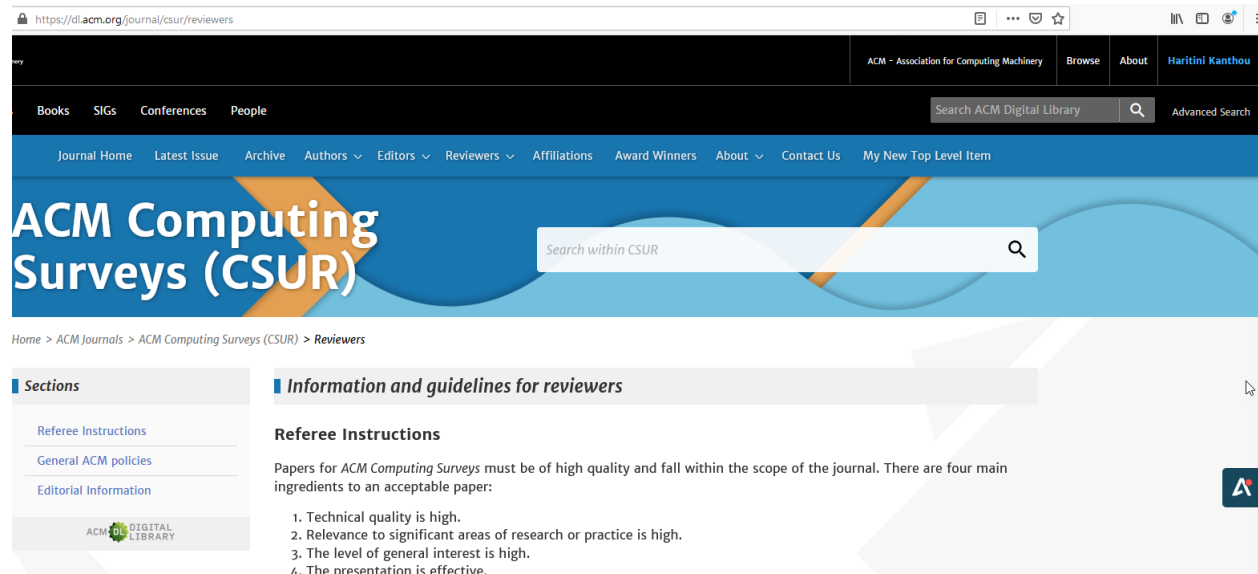
Click on “Pending Edits”, then check the box to “Show pending edits on the page when there are any”. Click “Review” to see the page with your changes.



Notice that if you make the browser window smaller, the new link, “My New Top Level Item”, appears under “More”, an overflow item that handles menu presentation in a responsive way.



Check to see that it persists in the menu for other pages of this journal – for example, at <https://dl.acm.org/journal/csur/reviewers>.



You can follow the standard procedure to publish or discard this change. (“My New Top Level Item” was a test, and has been discarded.)

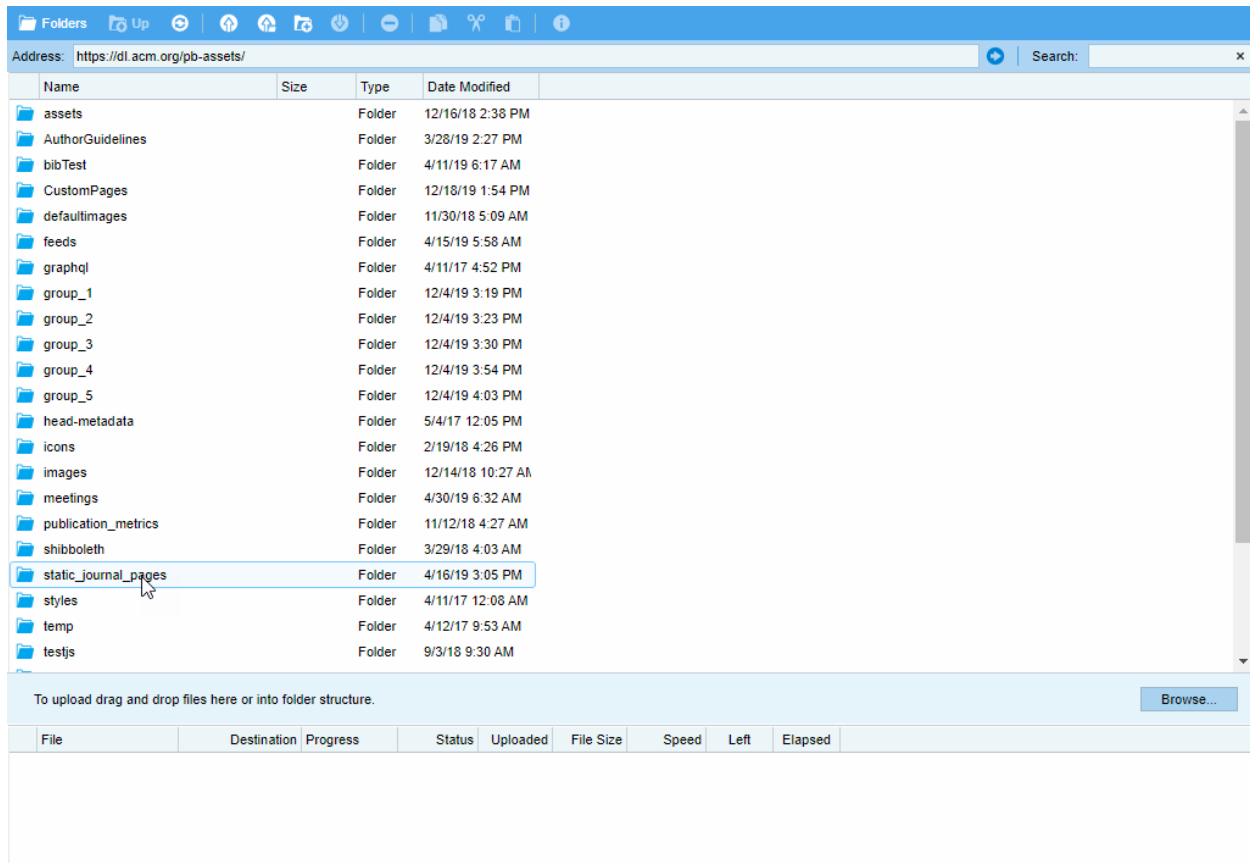
|---|---|---|---|

Managing Assets

Your sites often include PDFs – for distribution of Calls for Papers, Calls for Nominations, and other outreach.

The PB Menu includes a link, “Assets”, that opens a window to the file system. As with all other editing functionality, this is protected and requires 2FA login.

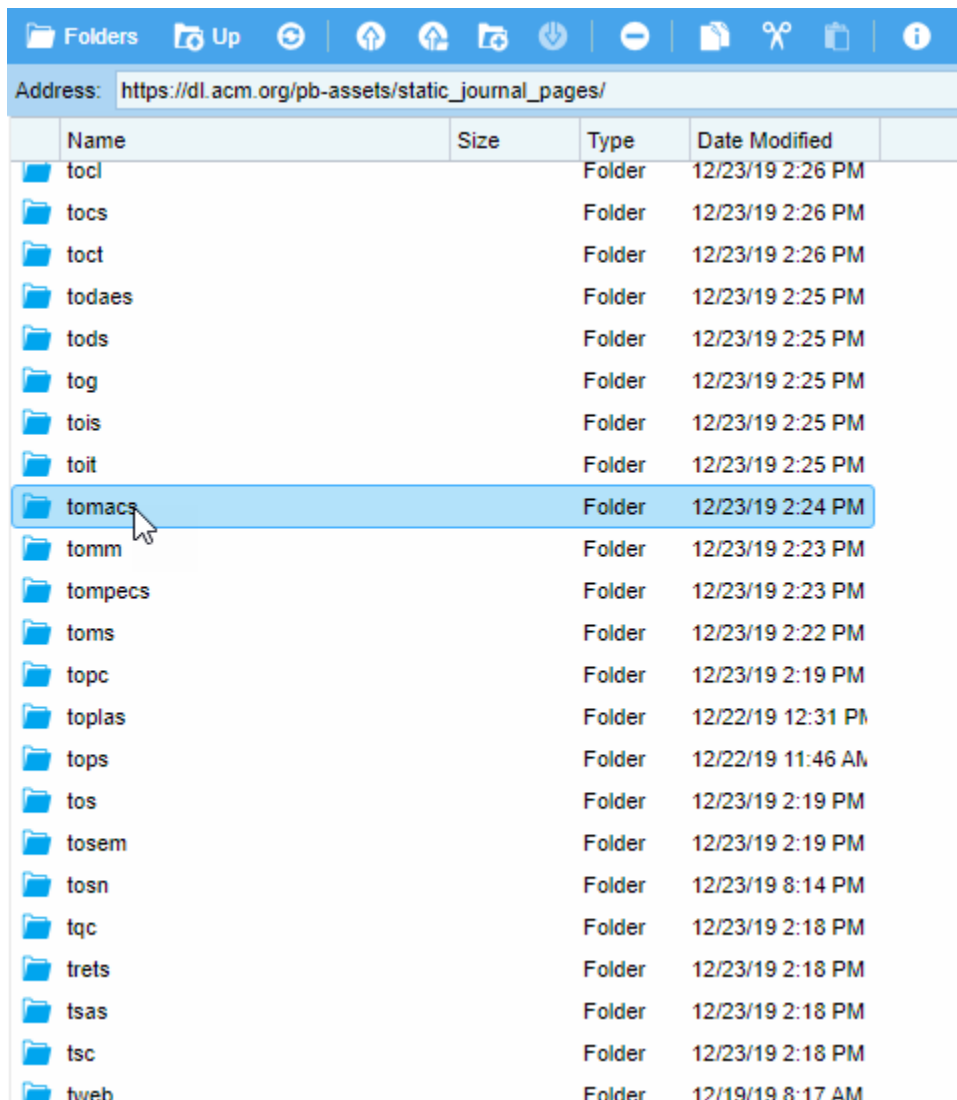
Here is a view:



It is a simple “ftp utility”, at the URI /pb-assets/ -- notice the region at the bottom that will display the request queue and track the progress of files you upload.

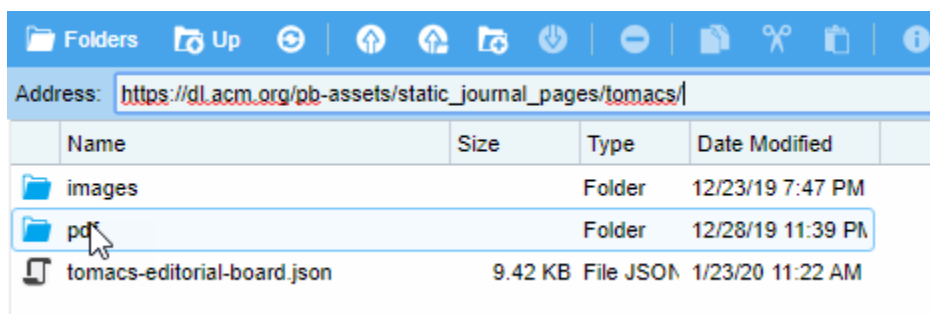
Click on static_journal_pages. You will see a folder for each ACM Journal.

Note: There is no restriction on the file system to any of these directories. Please only upload and manage materials for your Journal's folder, only!



Name	Size	Type	Date Modified
toct		Folder	12/23/19 2:26 PM
tocs		Folder	12/23/19 2:26 PM
toct		Folder	12/23/19 2:26 PM
todaes		Folder	12/23/19 2:25 PM
tods		Folder	12/23/19 2:25 PM
tog		Folder	12/23/19 2:25 PM
tois		Folder	12/23/19 2:25 PM
toit		Folder	12/23/19 2:25 PM
tomacs		Folder	12/23/19 2:24 PM
tomm		Folder	12/23/19 2:23 PM
tompecs		Folder	12/23/19 2:23 PM
toms		Folder	12/23/19 2:22 PM
topc		Folder	12/23/19 2:19 PM
toplas		Folder	12/22/19 12:31 PM
tops		Folder	12/22/19 11:46 AM
tos		Folder	12/23/19 2:19 PM
tosem		Folder	12/23/19 2:19 PM
tosn		Folder	12/23/19 8:14 PM
tqc		Folder	12/23/19 2:18 PM
trets		Folder	12/23/19 2:18 PM
tsas		Folder	12/23/19 2:18 PM
tsc		Folder	12/23/19 2:18 PM
tweb		Folder	12/19/19 8:17 AM

Click on your Journal folder.



Name	Size	Type	Date Modified
images		Folder	12/23/19 7:47 PM
pdf		Folder	12/28/19 11:39 PM
tomacs-editorial-board.json	9.42 KB	File JSON	1/23/20 11:22 AM

Click on the "pdf" folder. You can add PDFs to the server using "Browse" or just drag-and-drop.

Note: **Except for portrait photos of your Editorial Board**, which must be provided to [Stacey Schick](#) along with the rest of the required information, you can also add images you may reference from your Journal's static pages, in the "images" directory.

|---|---|---|---|

Appendix 1 – ACM Journals Standard Navigation

Introduction

Please follow the guidelines presented below when setting up navigation for ACM Journals in the DL. Not all Journals have all sub-navigation pages.

Standard Navigation

1. Journal Home
2. Latest Issue
3. Archive
4. Authors
 - a. Authors (auto-generated author list)
 - b. Author Guidelines, /author-guidelines
 - c. Calls for Papers, /calls-for-papers
 - d. Submission Site
 - e. ACM Author Policies, <https://authors.acm.org/journals/rights-policies>
 - f. [journalCode] Policies, /[journalcode]-policies (optional)
5. Editors
 - a. Editorial Board, /editorial-board
 - b. Editor Guidelines, /editor-guidelines
 - c. Associate Editors Welcome Video, <https://youtu.be/svVVJeCS0>
6. Reviewers
 - a. Reviewer Guidelines, /reviewer-guidelines
 - b. Reviewer Listing (optional)
7. Affiliations
8. Award Winners
9. About
 - a. Charter, /charter
 - b. Announcements, /announcements
 - c. Best Paper Award, /best-paper-award (optional)
 - d. FAQ, /faq (optional)
 - e. Abstracting/Indexing, /indexing
10. Open Access – e.g., TACO, THRI, DGOV, DTRAP, PACMPL
 - a. [journalCode] Open Access, /open-access
 - b. ACM Open Access, <https://www.acm.org/publications/openaccess>
11. Policies (this is a duplication of links from Authors)
 - a. ACM Author Policies, <https://authors.acm.org/journals/rights-policies>
 - b. [journalCode] Policies, /[journalcode]-policies
12. Contact Us, /journal/[journalCode]/author-guidelines#contact-us

|---|---|---|---|

Appendix 2 – ACM Journals Editorial Board Pages

Overview

The Editorial Board of each journal is listed on a page at this URL:

<https://dl.acm.org/journal/{journal-abbreviation}/editorial-board>

Unlike the standard static pages, these pages use a “Generic Widget” that reads a JSON file to display the information for each Editorial Board.

The JSON file is generated through a utility, available to ACM HQ staff.

For changes to your Editorial Board, please contact Stacey Schick and provide her with the information we’ll need for a good presentation. The utility consists of a form with these fields:

Name – first (given), middle, and last (family) name

Affiliation

City

Country

Email – linked to the “envelope” icon on the page

Website URL – linked to the “globe” icon on the page

ACM DL Profile ID – linked to the person’s name, where available

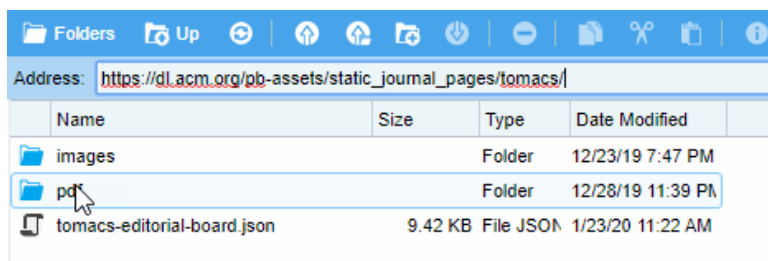
Photo – portrait photo, associated to the person

With the Journal pages fully integrated into the ACM DL, it is a natural flow from this page to each Editorial Board member’s Profile page – where the person can take ownership of their profile, and add information such as bio, current interests and research, social media, etc. Please encourage your colleagues to claim their pages!

How this works (in case you are curious)

The “Generic Widget” on the page at /journal/{journal-abbreviation}/editorial-board looks for the JSON file at this URL: /pb-assets/static_journal_pages/{journal-abbreviation}/{journal-abbreviation}-editorial-board.json . It then renders it using a template (with the necessary responsive layout) .

Here’s a view of the “Assets” window showing the tomacs-editorial-board.json file:



|---|---|---|---|

Contact Information

Policies, Administration: Laura Lander, lander@hq.acm.org

Editorial Board Changes, Assistance with your pages: Stacey Schick, schick@hq.acm.org

To report technical problems: Haritini Kanthou, kanthou@hq.acm.org.