Publish Smarter with eJournalPlus

An online, comprehensive, and all in one peer review workflow system

plus publishing services for scholarly journals

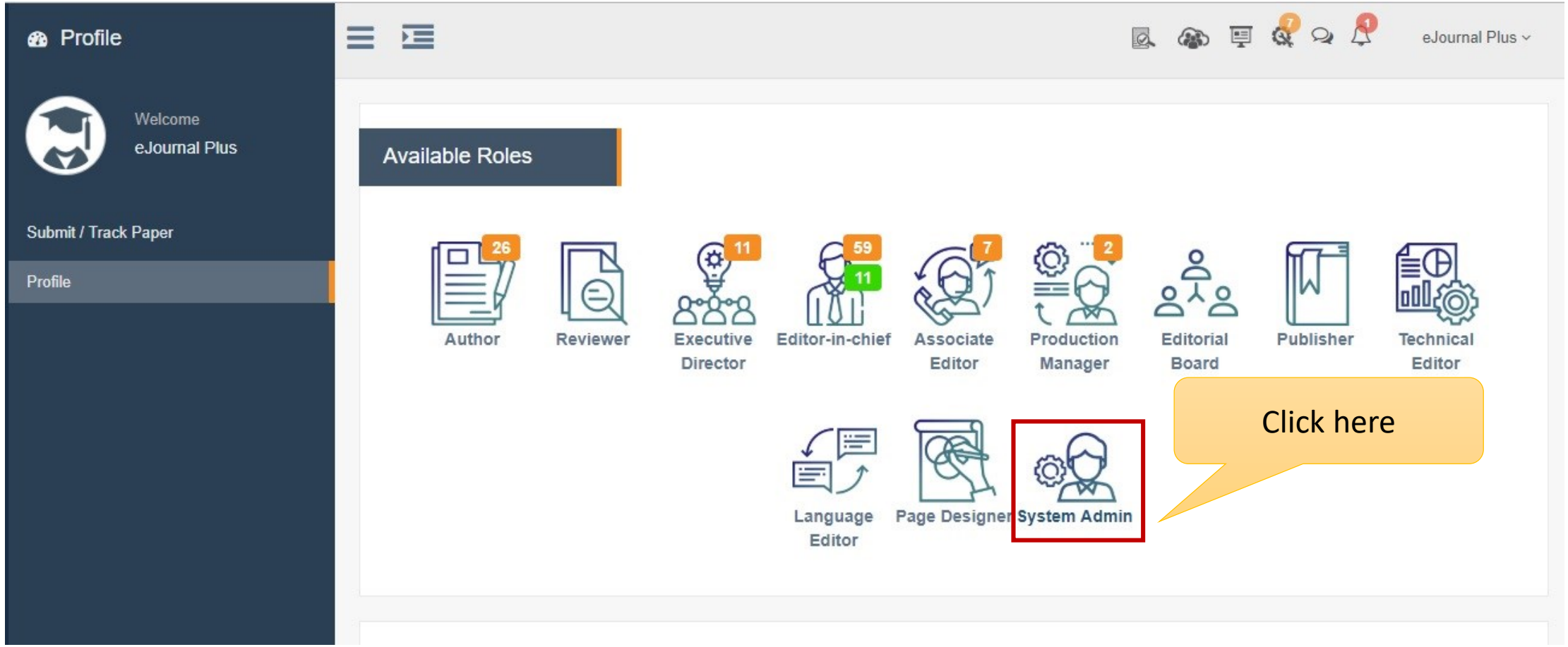
eJournalPlus is Crossref Sponsoring Member

Use Crossref DOIs and access to iThenticate to prevent plagiarism through eJournalPlus

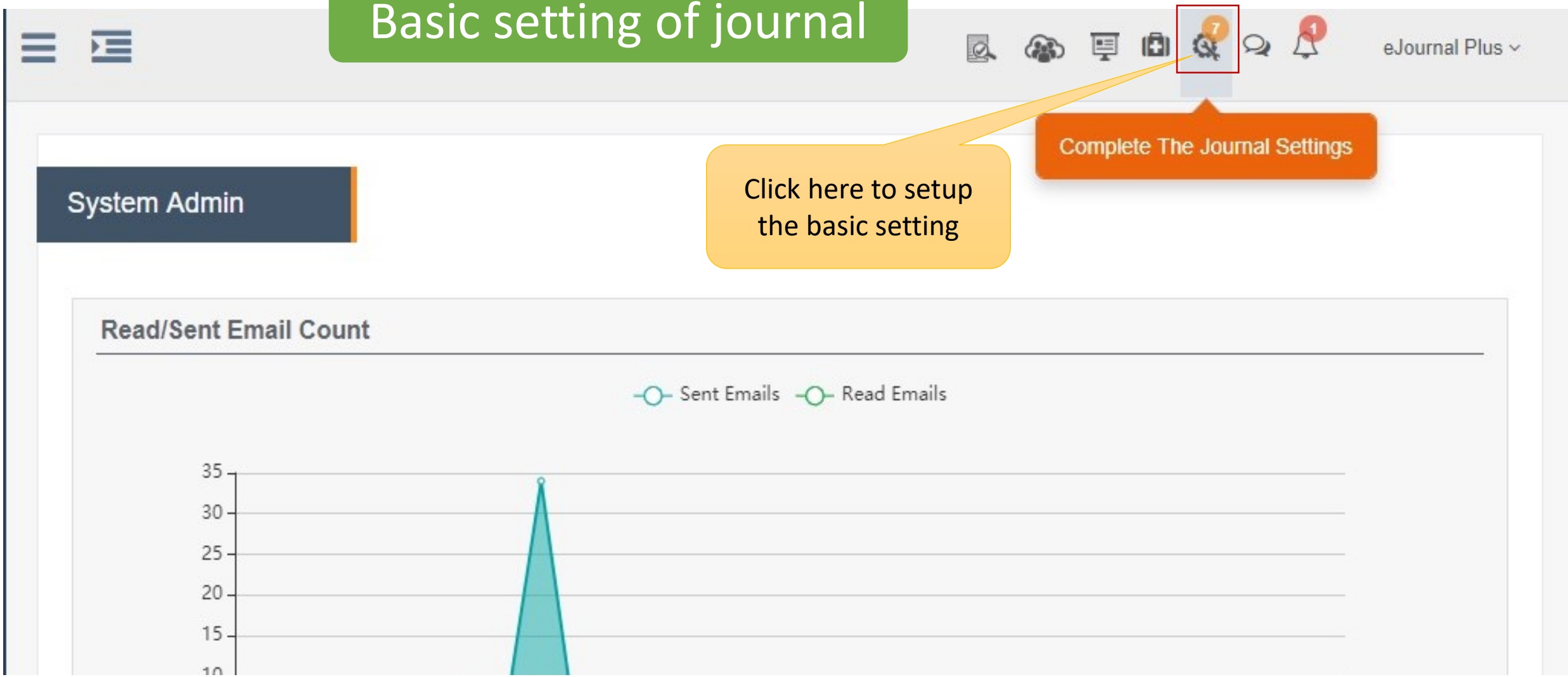
eJournalPlus: Basic Journal Setting

User Guide

User profile: available roles

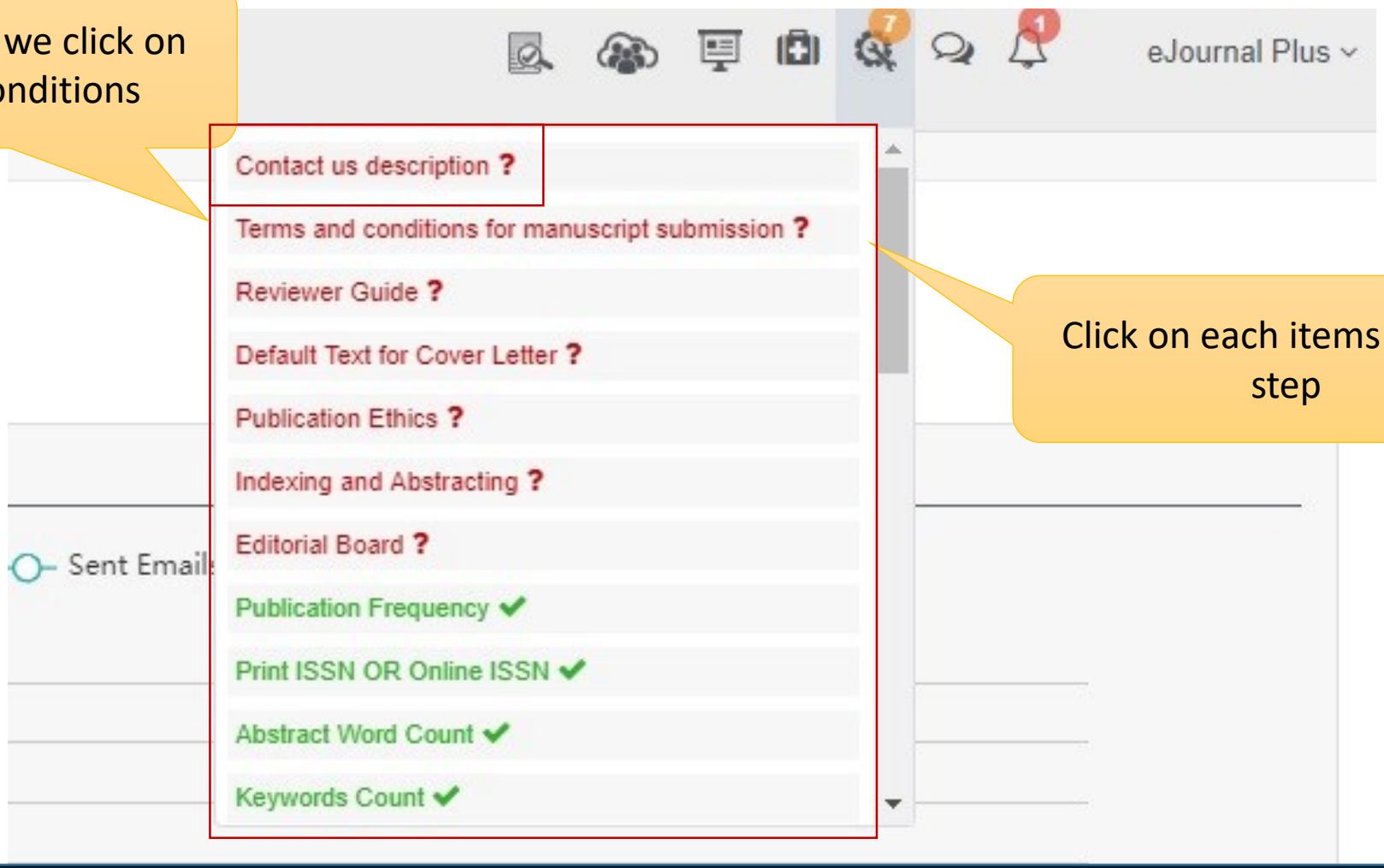


Basic setting of journal



Basic setting

For an instance we click on Terms and conditions



Click on each items step by step

Homepage Descriptions

System Admin

Welcome
eJournal Plus

ings

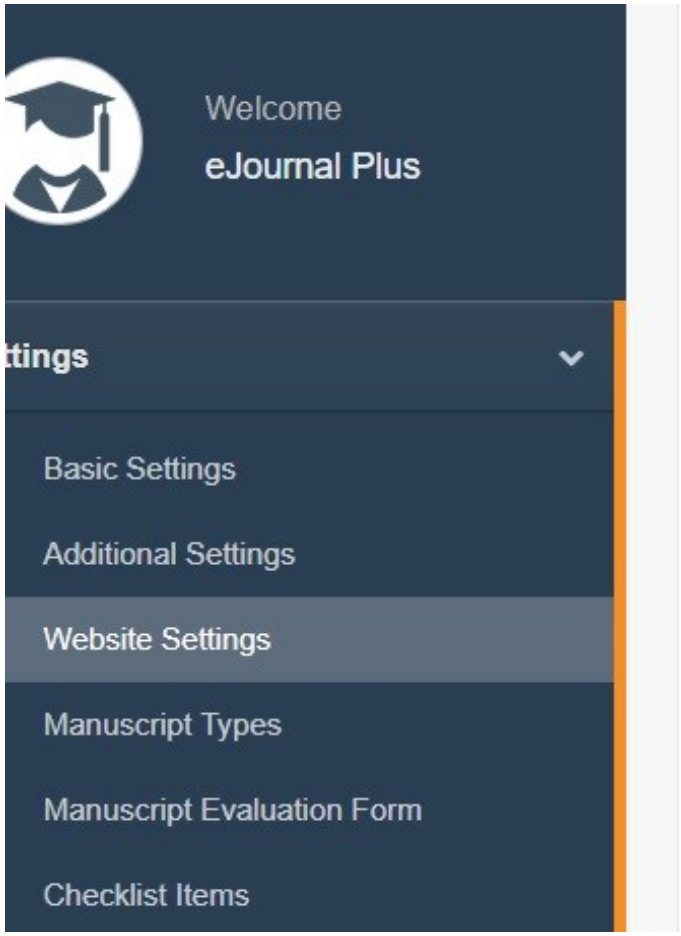
Basic Settings
Additional Settings
Website Settings
Manuscript Types
Manuscript Evaluation Form
Checklist Items

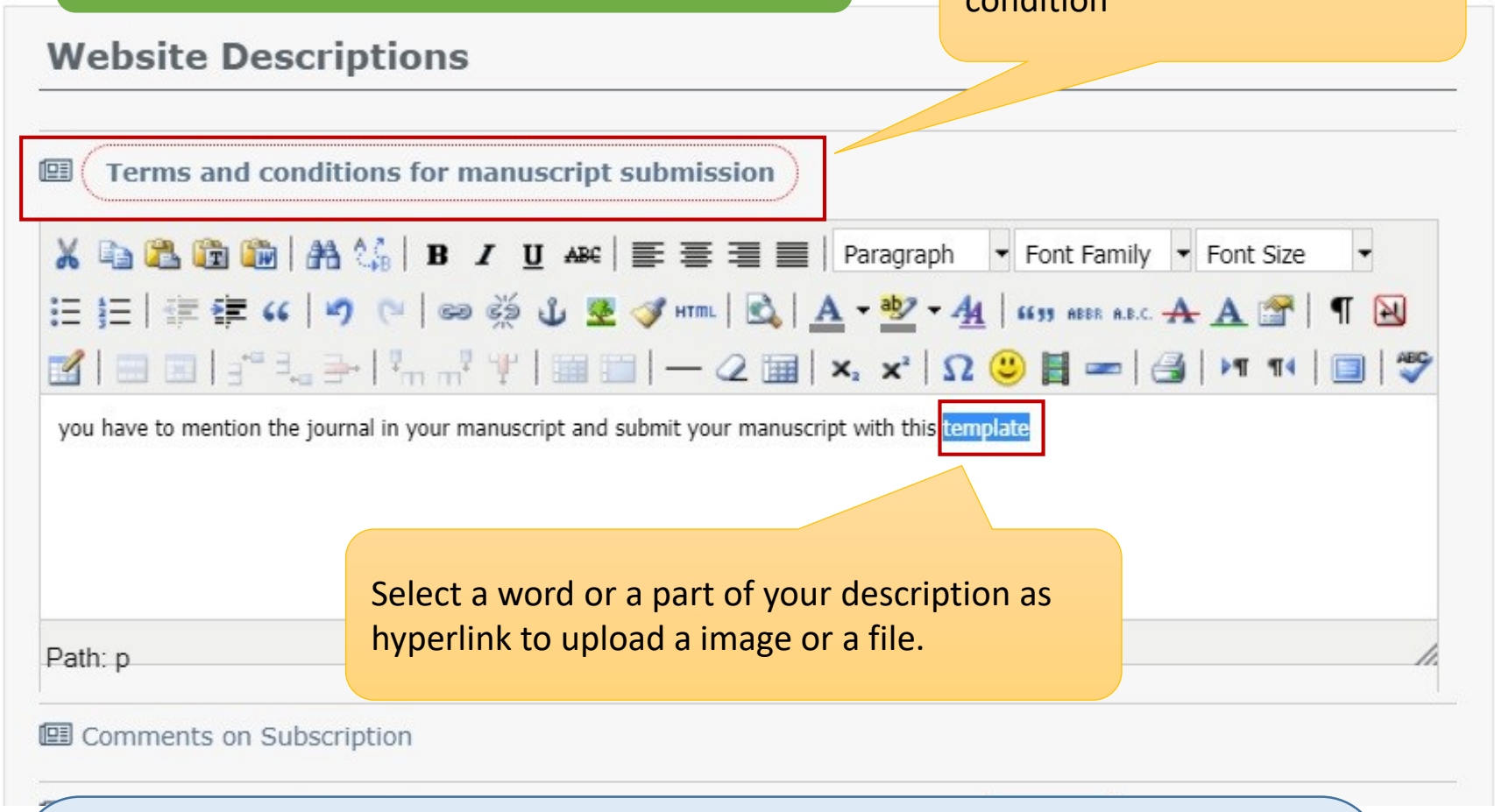
Homepage Descriptions

Homepage Comments
About Journal
Aims & Scope
Facts and Figures
Reviewer's Page (Use {reviewersList} show list of reviewers)
Contact us description
Peer Review Process
Related Journals

To edit your journal contact information, click here.

Website Descriptions



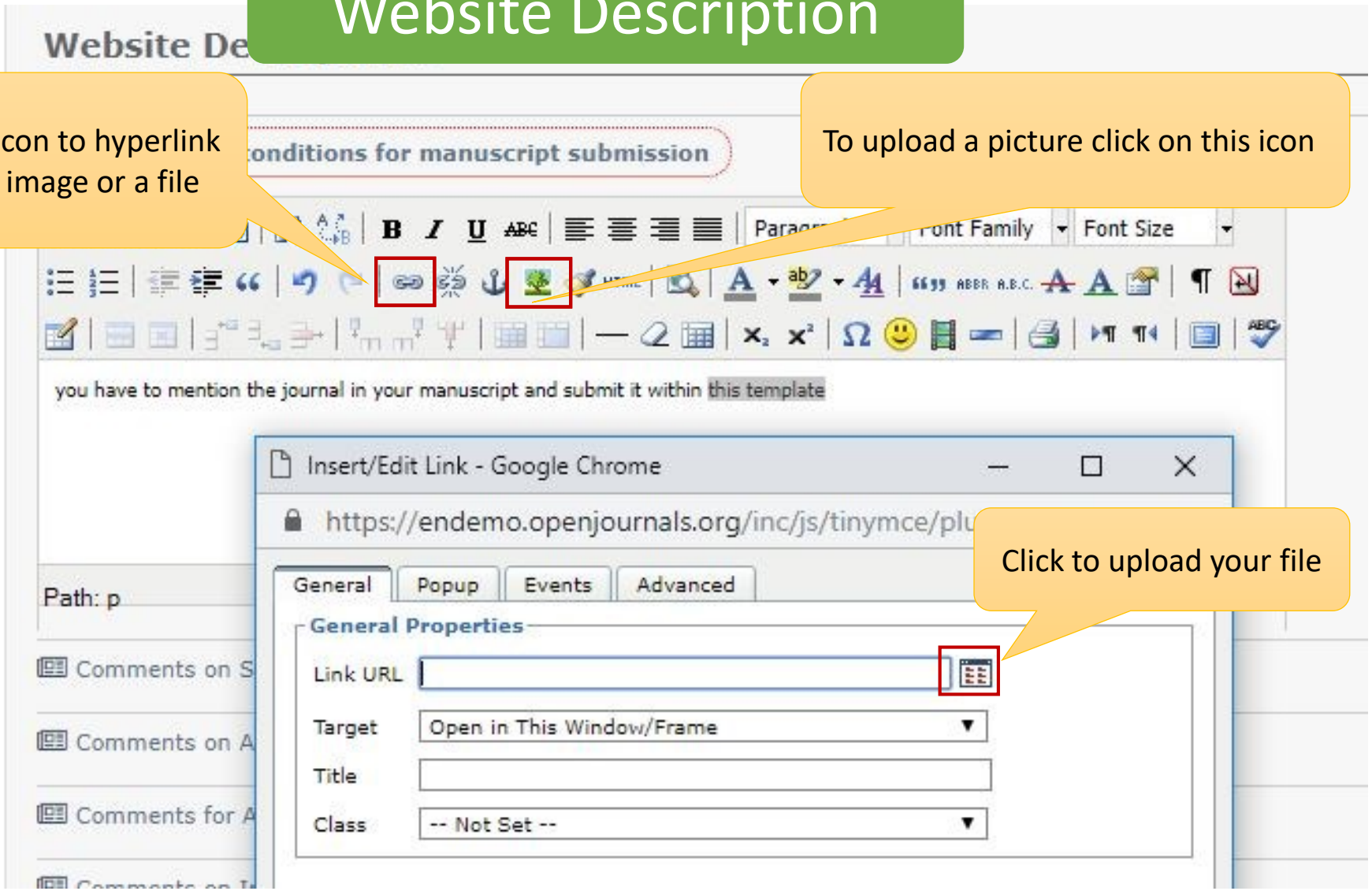


Click here to enter terms and condition

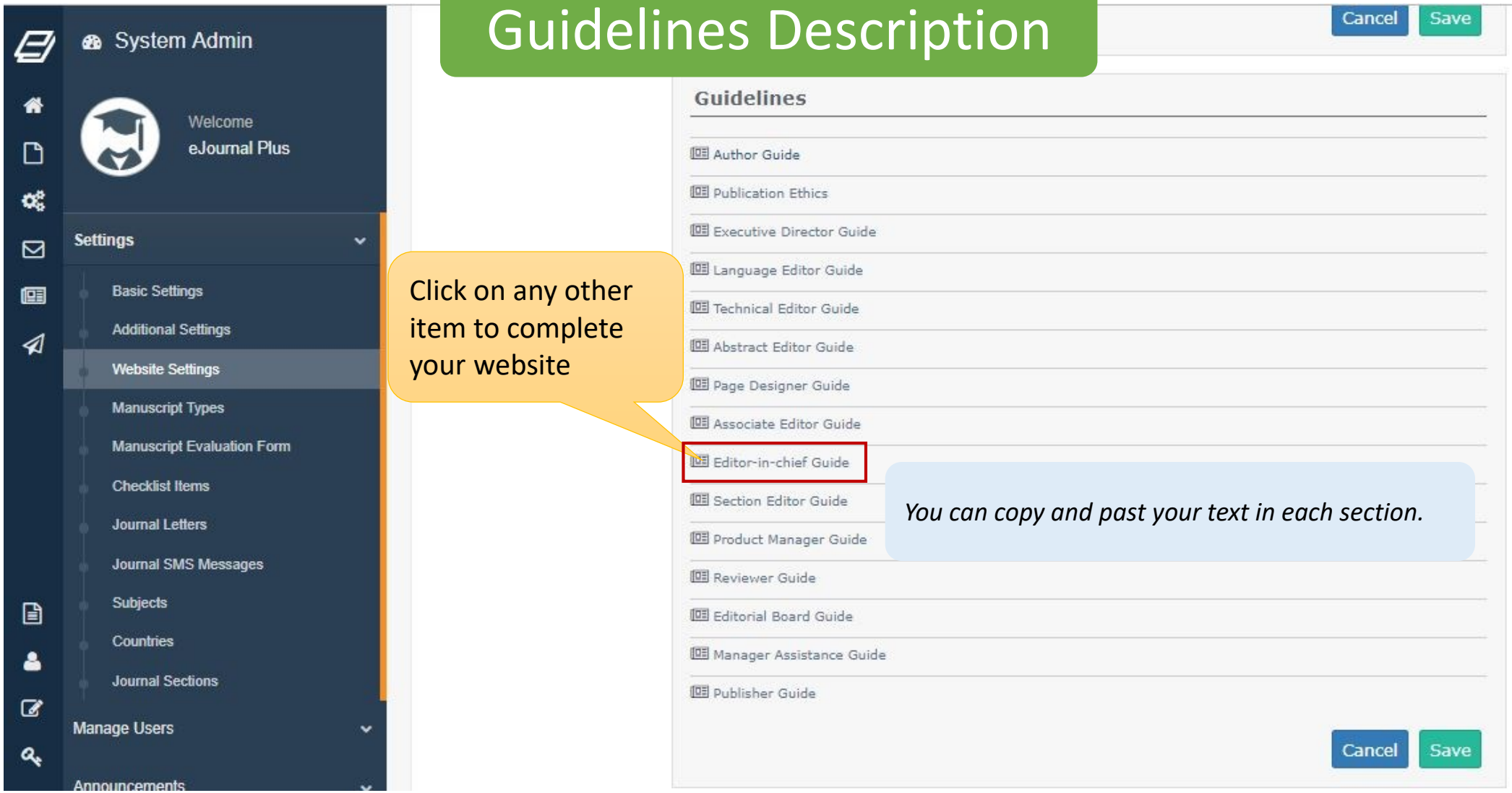
Select a word or a part of your description as hyperlink to upload a image or a file.

You can upload a file as a standard template of Manuscript Submission for authors

Website Description



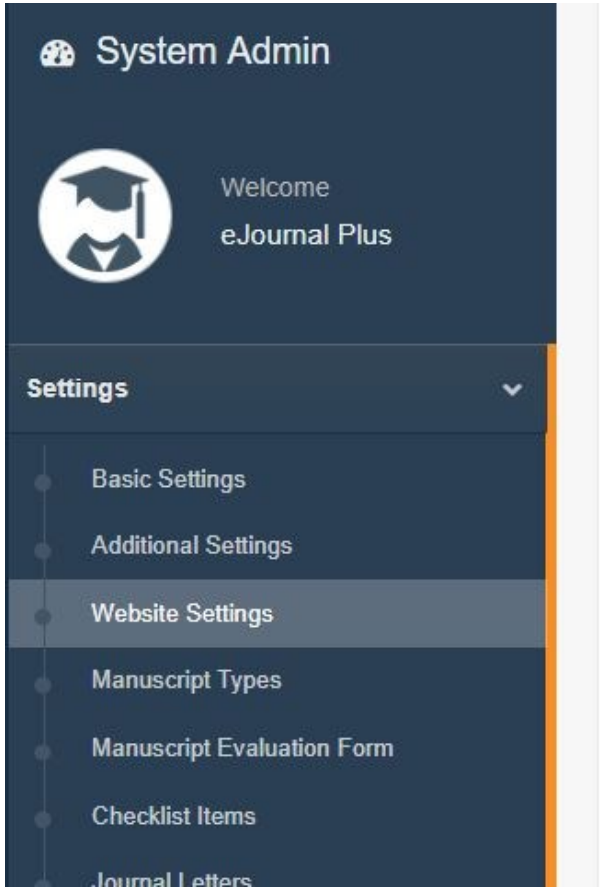
Guidelines Description

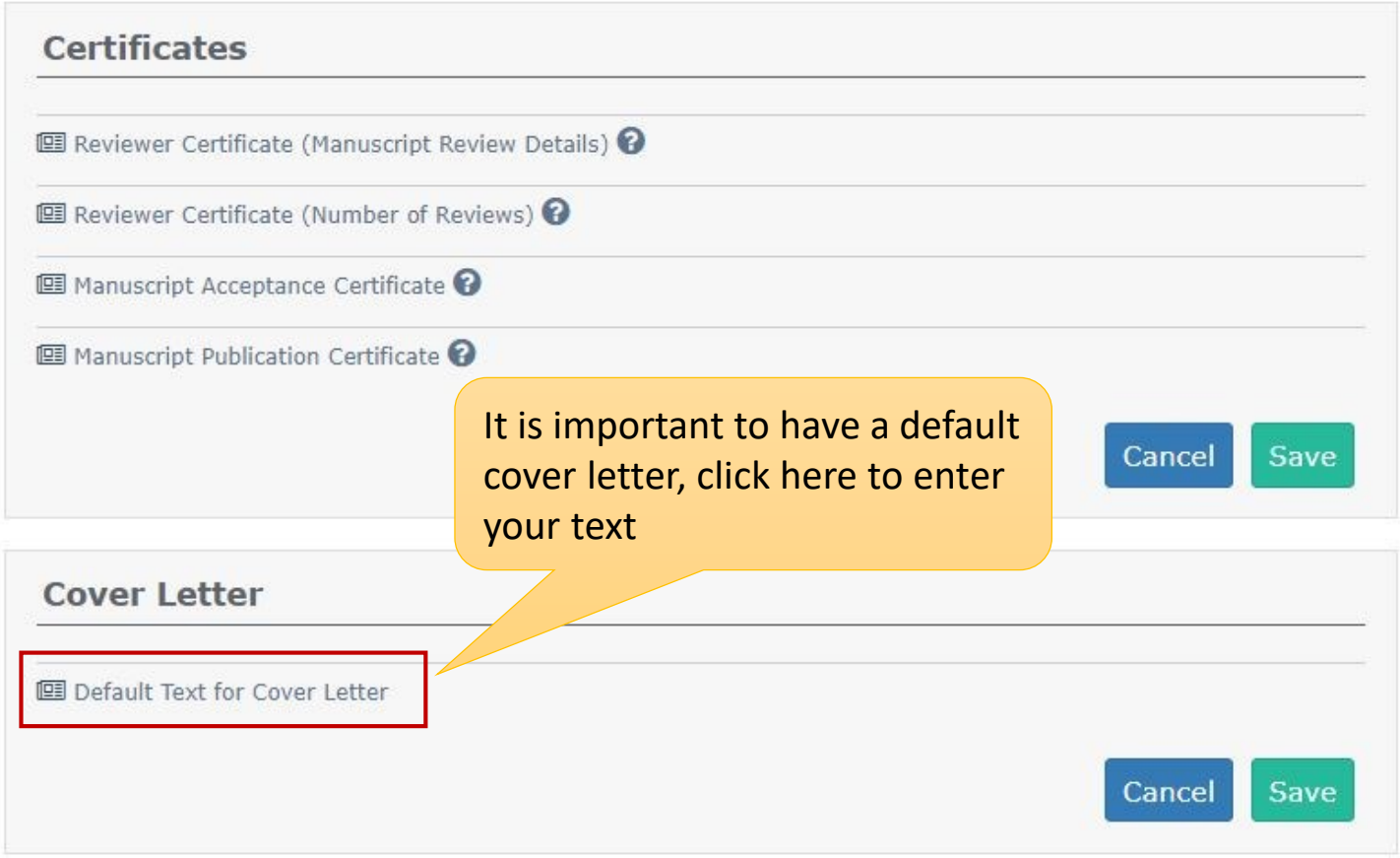


Click on any other item to complete your website

You can copy and past your text in each section.

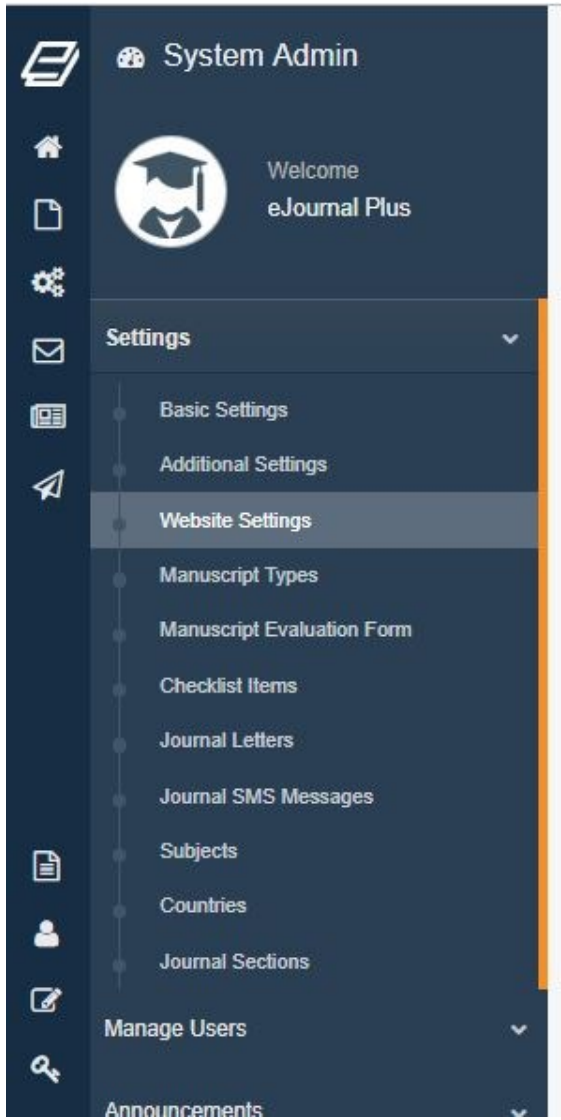
Certificate Default Letter

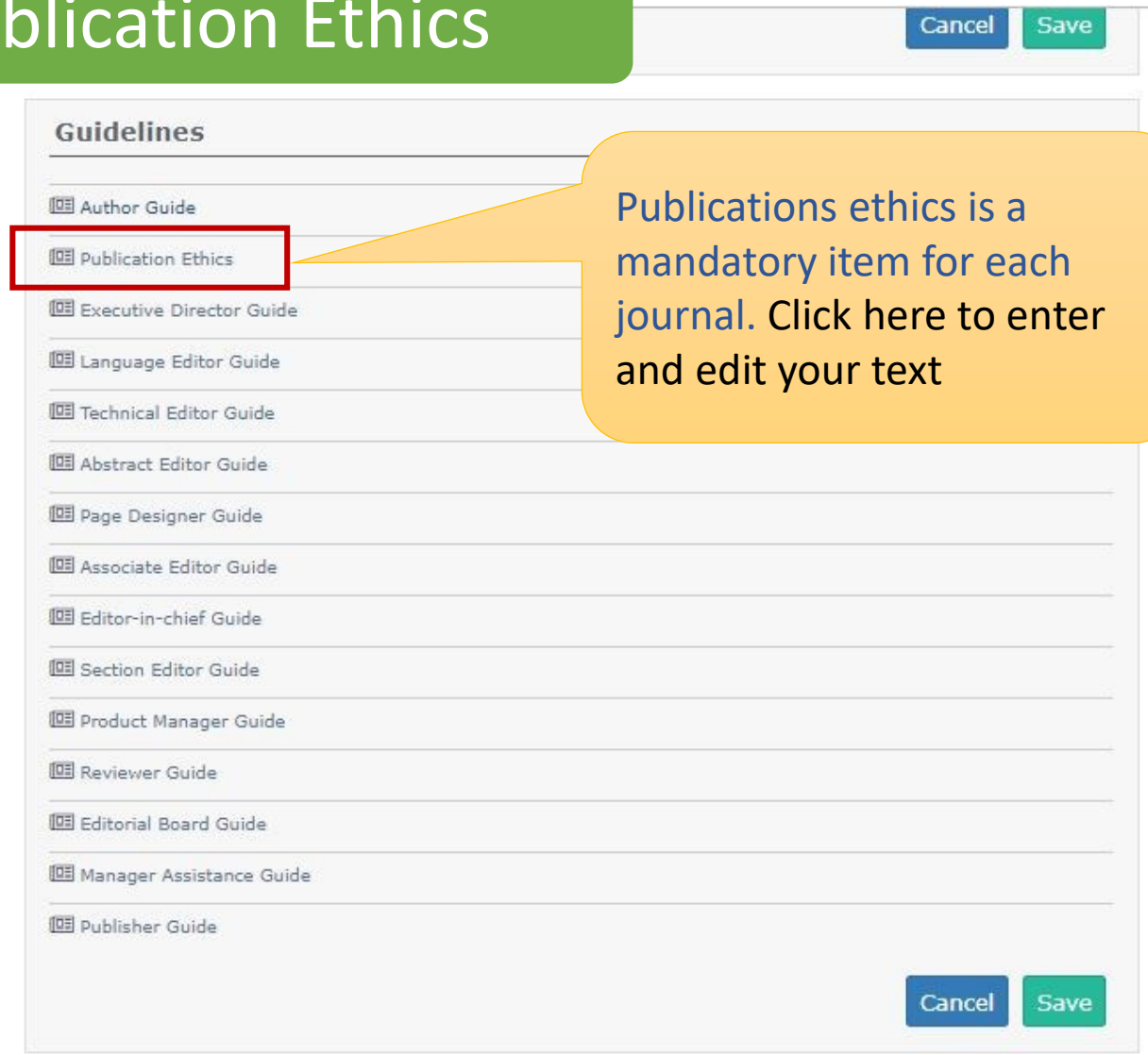




It is important to have a default cover letter, click here to enter your text

Publication Ethics





Publications ethics is a mandatory item for each journal. Click here to enter and edit your text

Indexing and Abstracting Information

System Admin

Welcome
eJournal Plus

Settings

Manage Users

Announcements

- Editorial Board
- Static Page
- News & Announcements
- Ads
- FAQ
- Related Links
- Indexing and Abstracting
- Glossaries

eJournal Plu

Indexing and Abstracting

Database Name

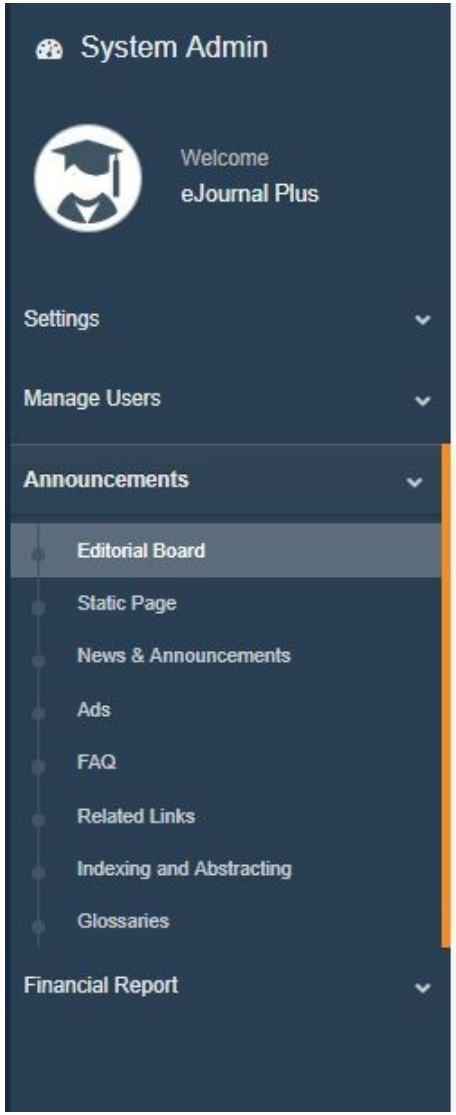
Database URL

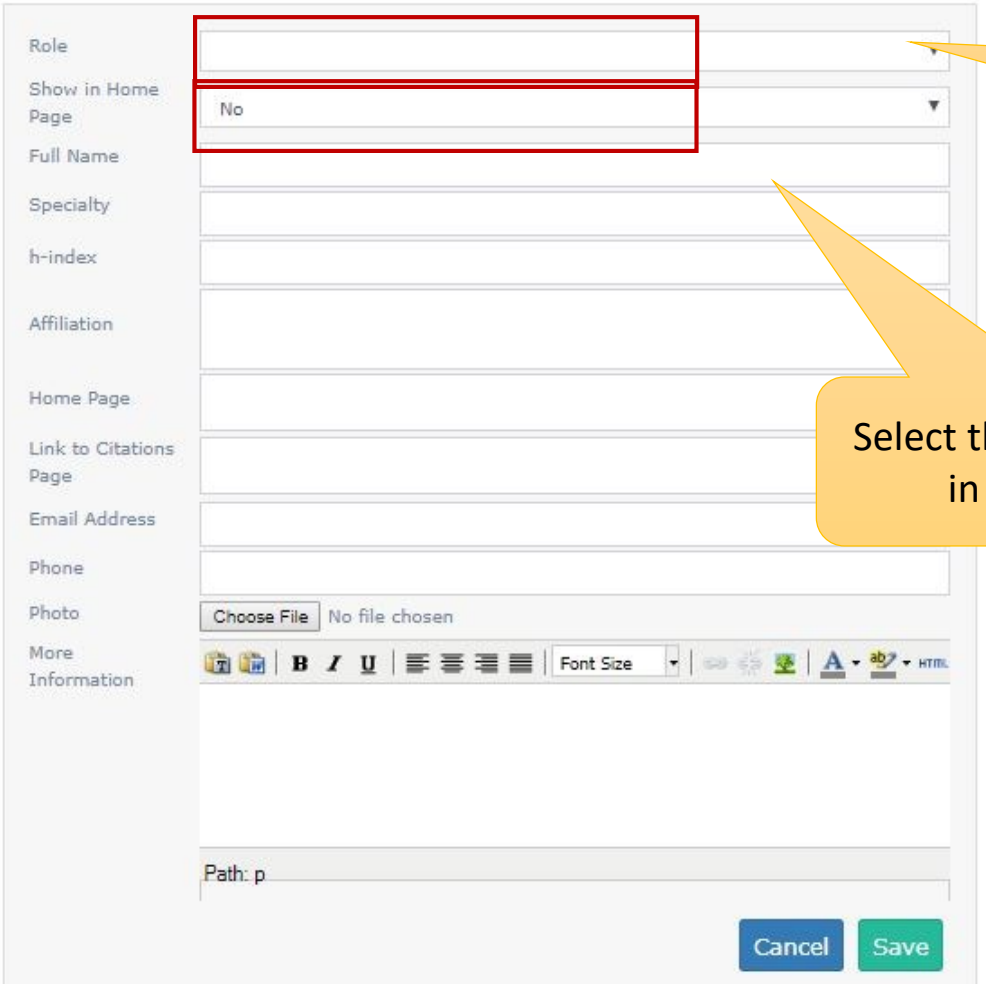
Cancel Save

Available Databases Save

If your journal has already indexed in a scientific databases, enter the name and link of each index

Editorial Board information





Enter all information about the editorial board members and the click save bottom

define the roll

Select this option to show it in the homepage

Basic Setting of Journal

System Admin

Welcome
eJournal Plus

eJournal Plus

Settings

- Basic Settings
- Additional Settings
- Website Settings
- Manuscript Types
- Manuscript Evaluation Form
- Checklist Items
- Journal Letters
- Journal SMS Messages
- Subjects
- Countries
- Journal Sections

Manage Users

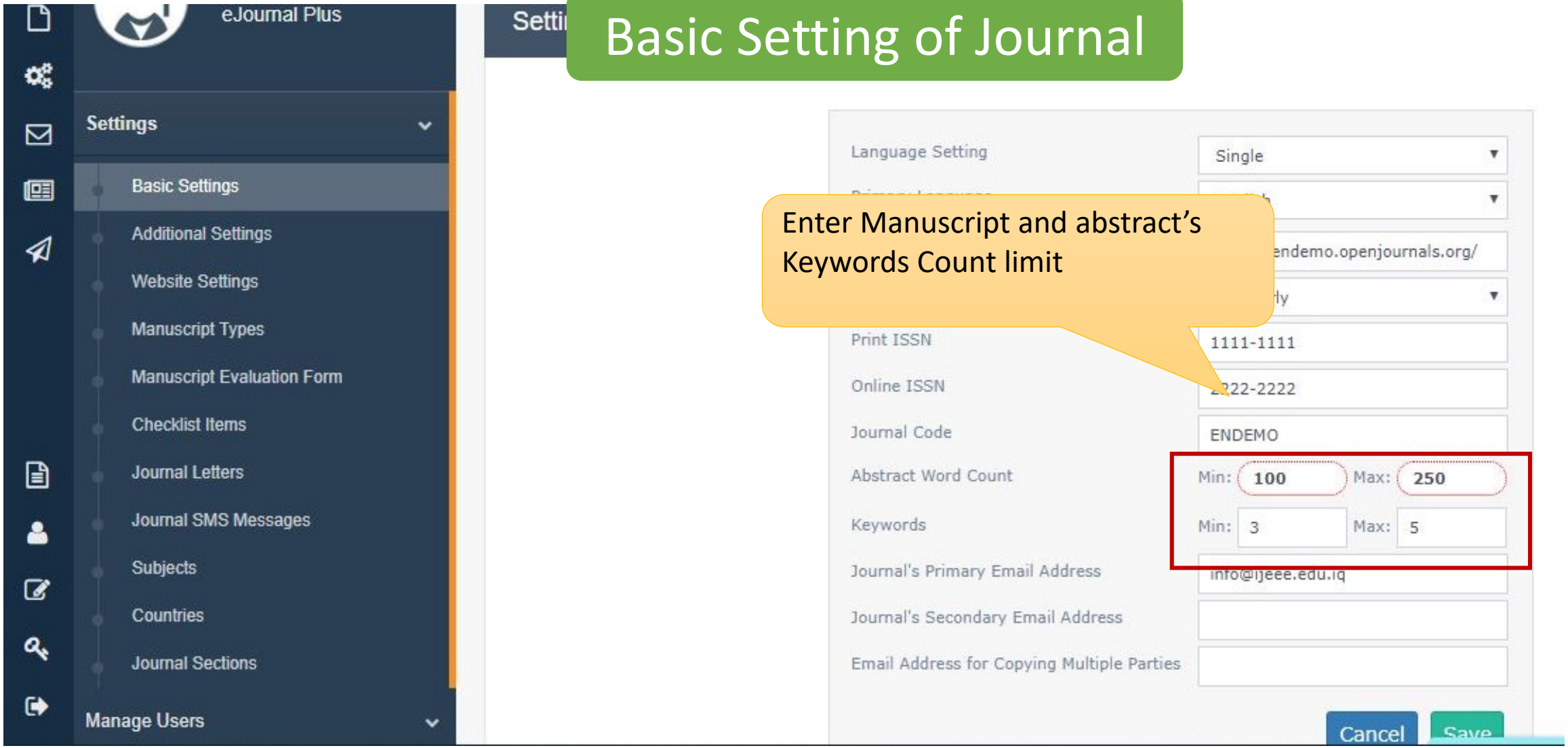
Settings

Language Setting	Single
Primary Language	English
Journal Link	https://endemo.openjourn
Publication Frequency	Quarterly
Print ISSN	1111-1111
Online ISSN	2222-2222
Journal Code	ENDEMO
Abstract Word Count	Min: 100 Max: 250
Keywords	Min: 3 Max: 5
Journal's Primary Email Address	info@ijeee.edu.iq
Journal's Secondary Email Address	
Email Address for Copying Multiple Parties	

Cancel Save

Enter publication frequency and print *ISSN* or online ISSN

Basic Setting of Journal



Enter Manuscript and abstract's Keywords Count limit

Basic Setting of Journal

System Admin

Welcome
eJournal Plus

Settings
- Basic Settings
- Additional Settings
- Website Settings
- Manuscript Types
- Manuscript Evaluation Form
- Checklist Items
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Journal Code	ENDEMO
Abstract Word Count	Min: 100 Max: 250
Keywords	Min: 3 Max: 5
Journal's Primary Email Address	info@ijeee.edu.iq
Journal's Secondary Email Address	
Email Address for Copying Multiple Parties	

Cancel Save

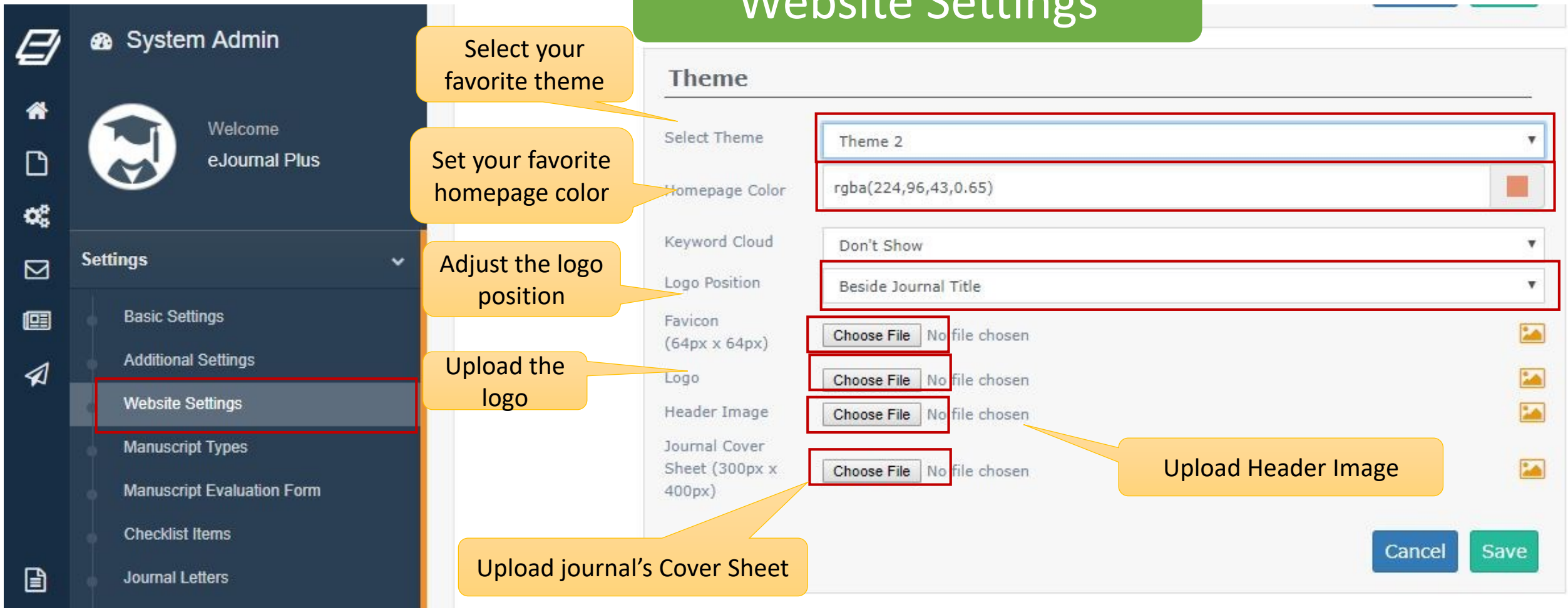
set Journal's languages

Chose the Journal's primary language

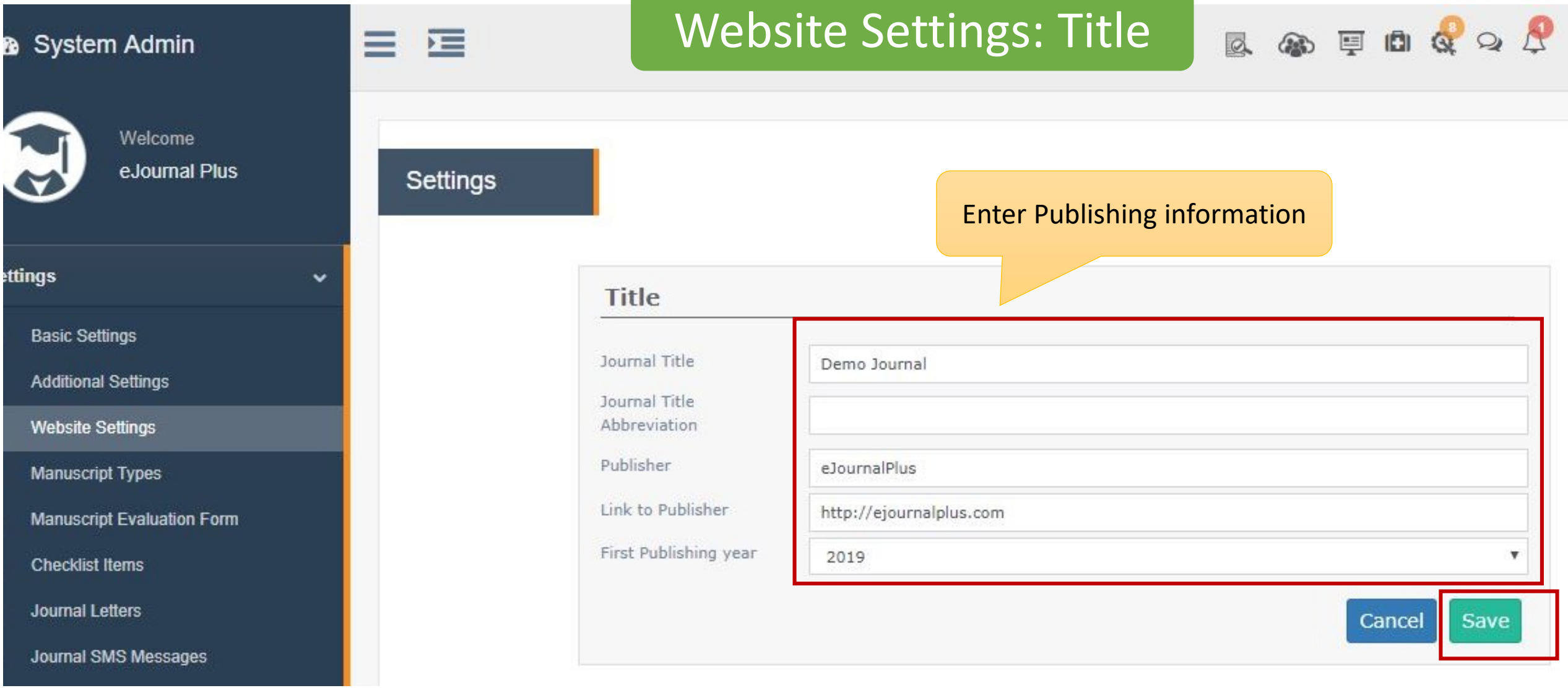
Enter Journal's link

Enter Journals primary email

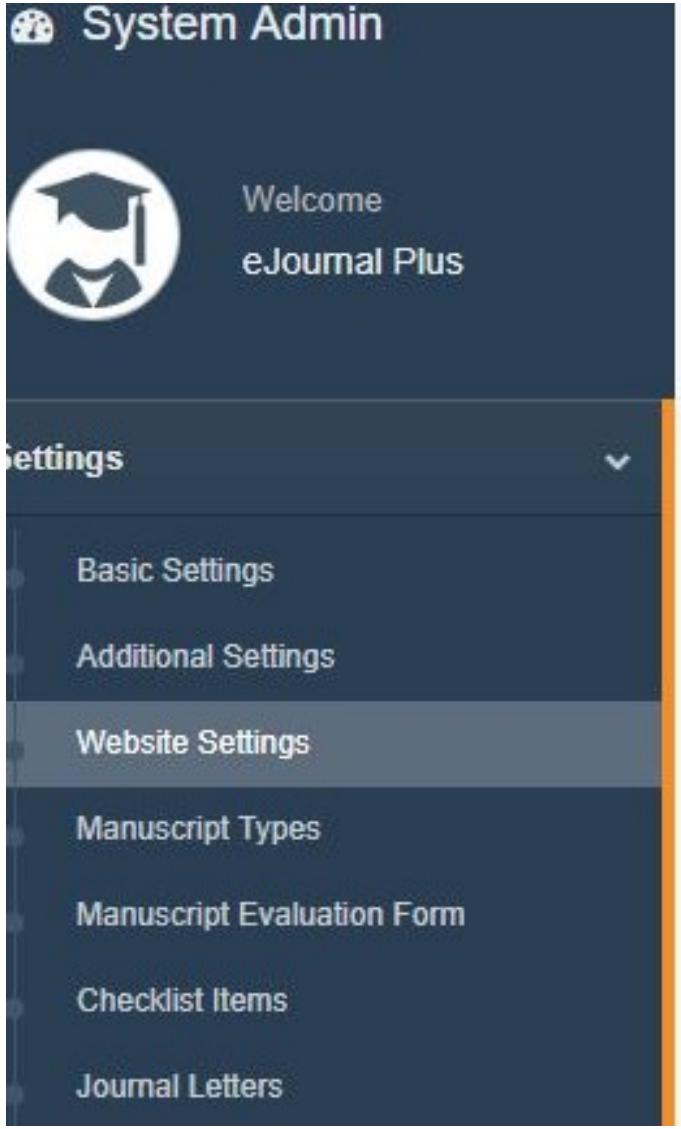
Website Settings

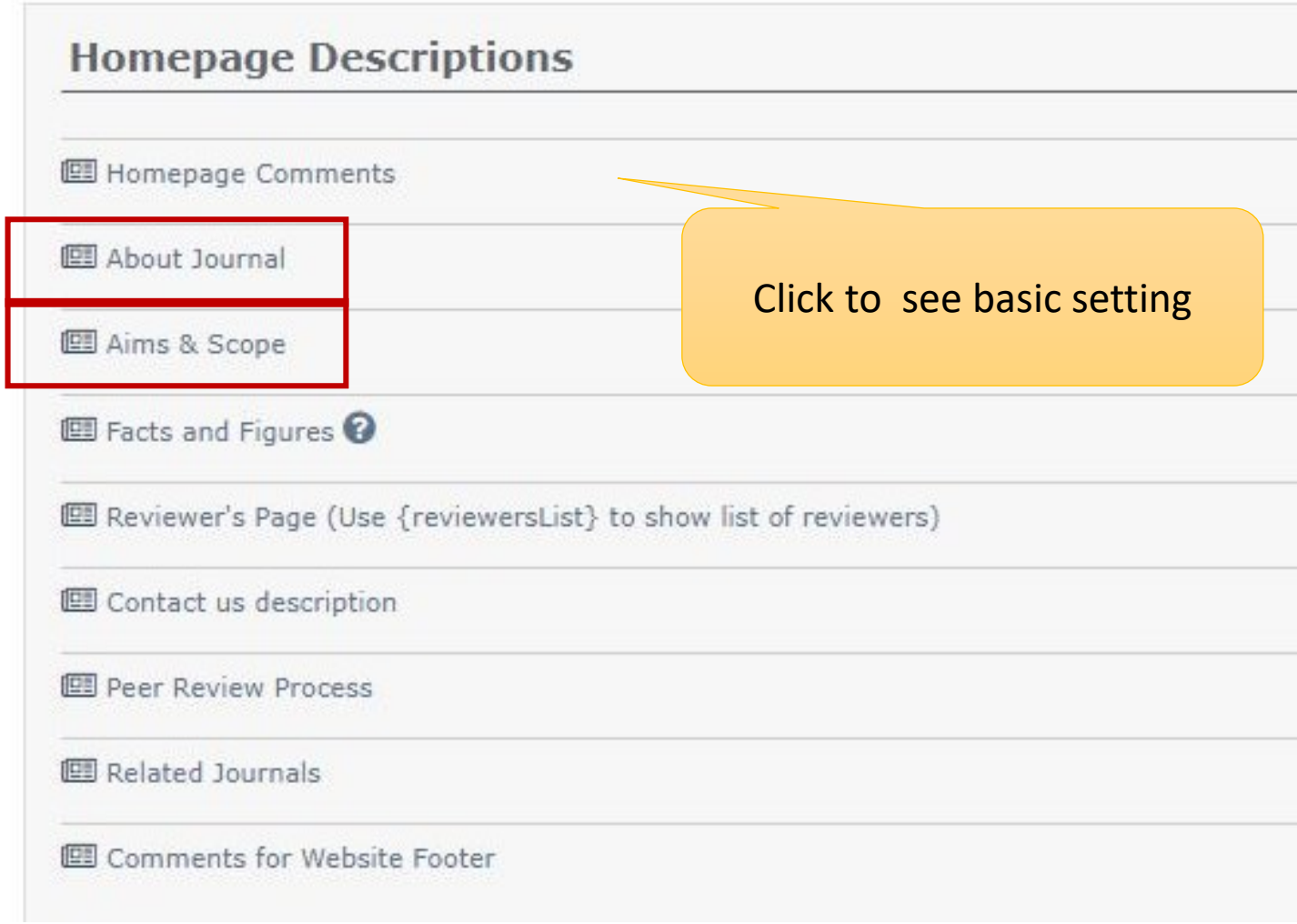


Website Settings: Title



Homepage Descriptions





Click to see basic setting

Website Settings: Certificate

System Admin

Welcome
eJournal Plus

Settings

- Basic Settings
- Additional Settings
- Website Settings
- Manuscript Types

Reviewer Certificate (Manuscript Review Details)

Reviewer Certificate (Number of Reviews)

Manuscript Acceptance Certificate

Manuscript Publication Certificate

Cover Letter

Click here to enter content of Reviewer's Certificate (Manuscript review detail)

Click here to enter content of acceptance certificate

Click here to enter content of publication certificate

Click here to enter content of Reviewer's Certificate (number of reviews)

System Admin

Welcome
eJournal Plus

Settings

- Basic Settings
- Additional Settings
- Website Settings
- Manuscript Types
- Manuscript Evaluation Form
- Checklist Items
- Journal Letters
- Journal SMS Messages
- Subjects

Manuscript Types

Enter the Manuscript Type

Set the status of it

Manuscript Type [English]

Status: Enabled

Cancel | Save

Available Manuscript Types | Save

1. Regular Article
2. Research Note
3. Short Communication
4. Letter
5. Invited Article
6. Special Issue

You can edit each type by clicking on this icon

Settings: Manuscript Evaluation Form

System Admin

Welcome
eJournal Plus

Settings

- Basic Settings
- Additional Settings
- Website Settings
- Manuscript Types
- Manuscript Evaluation Form
- Checklist Items
- Journal Letters
- Journal SMS Messages
- Subjects

eJournal Plus

Manuscript Evaluation Form

Click on to add a new question

Search:

#	Qeustion Type	Question Title	Category	Status	New	Save
1	Four Answers	Does the paper present ne		tory		
2	Four Answers	Is the paper predominantly		tory		
3	Four Answers	Does the title adequately describe the paper?	All Reviewers	Mandatory		
4	Four Answers	Does the abstract accurately summarize the paper?	All Reviewers	Mandatory		
5	Four Answers	Are the objectives of the pape				
6	Four Answers	Are experimental arrangements ...	All Reviewers	Mandatory		

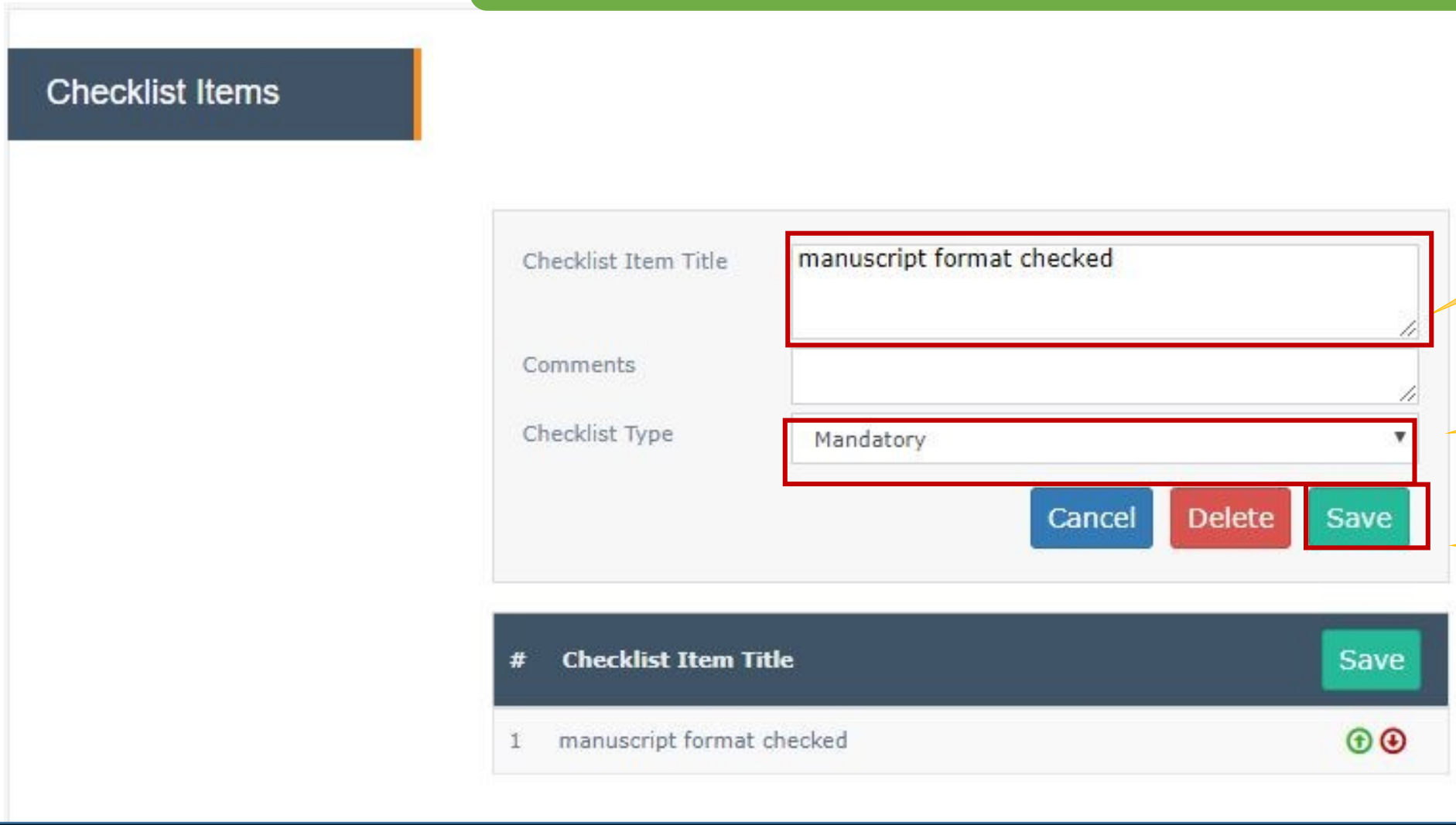
Showing 1 to 10 of 10 entries

By clicking on these icons you'll be able to edit or delete the question

Change the order of questions if needed

Checklist Items

Settings: Checklist options for authors



Enter the checklist title

Set the type

Click on Save

Settings: Add or edit Subjects

System Admin

Welcome
eJournal Plus

Settings
- Basic Settings
- Additional Settings
- Website Settings
- Manuscript Types
- Manuscript Evaluation Form
- Checklist Items
- Journal Letters
- Journal SMS Messages
- Subjects
- Countries
- Journal Sections

Manage Users

Subjects

Choose parent subject

Parent Subject
Subject Name
Status: Enabled
Cancel Save

You can change the status of each subject

#	Subject Name	Save
1	Systems Engineering	
2	Supply Chain Management	
3	Quality Management	
4	Financial Engineering	
5	Human Factors	
6	Project Management	
7	Leadership	

Click on subjects to edit or delete

eJournalPlus Publishing Services

Basic Publishing Services

This service includes:

Page Designing
we do page designing for journals based on their criteria and request

Cover Designing
We have great experiences in designing the cover for journals based on their subject

Online Publishing
We help journals in publishing accepted manuscripts online.

Advanced Publishing Services

This service includes basic publishing services plus

Reference Check
we check references in the case of styles, validity, and hyperlinks

DOI
Our system is integrated to issue Crossref DOI. We also assign DOIs to archived articles.

Check Similarity and Plagiarism
Our system is integrated to check similarity using iThenticate.

Payment Integration
we could integrate JournalManager with a standard online payment system

For more information, please visit our website or contact us if you have any question / comment

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- https://ejournalplus.com
- Support@ejournalPlus.com

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