Welcome to the 16TH Annual EMUG BOSTON

#EMUG2018

em Editorial Manager® pm ProduXion Manager®

Co-Author Workflows & Functionality

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Editorial Manager User Group Meeting

Aries systems

Agenda

- Co-Author Verification
- Journal Office Author Visibility
- Other Author Notifications
- Co-Authors on the Transmittal Form
- ORCID solicitation
- CRediT (w/Special Guest: Anne Tran - PLOS)

Co-Author Verification

There are 3 options for Co-Author Verification:

1. Corresponding Author Only
2. Co-Authors verify upon new submission/revision
3. Co-Authors register and verify upon new submission/revision

1. Corresponding Author Only

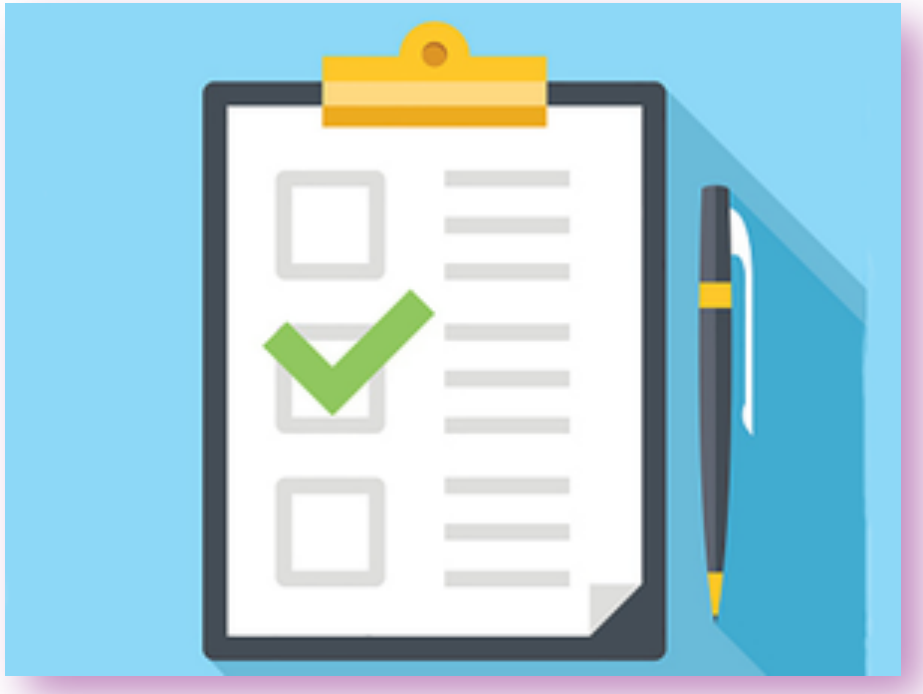
- The Co-Author information is stored with other manuscript data, but there is no contact with the Co-Authors
- All communication is with the Corresponding Author only
- Not really a true “verification” of Co-Authors

2. Co-Authors verify upon new submission/revision

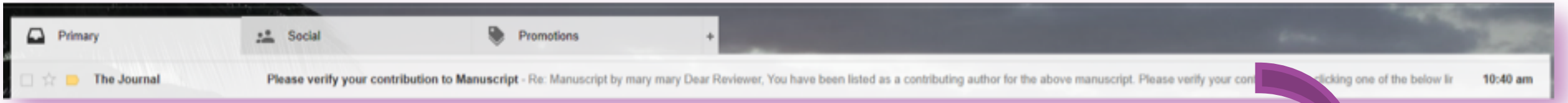
- Triggers a link that goes out in a letter to Co-Authors so that they can confirm their participation with the submission
- No login required

3. Co-Authors register and verify upon new submission/revision

- Required Co-Authors to *register* in EM to confirm their participation with the submission
- Login required
- Can be achieved via letter



Co-Author Verification Letter:



Please verify your contribution to Manuscript Inbox x

The Journal <em@editorialmanager.com>
to me

Re: Manuscript
by mary mary

Dear Reviewer,

You have been listed as a contributing author for the above manuscript. Please verify your contribution by clicking one of the below links.

Yes, I am affiliated: https://demojes141.editorialmanager.com/l.asp?i=382&l=GPUN4FR7

No, I am not affiliated: https://demojes141.editorialmanager.com/l.asp?i=383&l=PXJA87WI

Thank you,

JES Demo 14.1

Co-Author Verification Configurations

- Article Type configuration: System Administrator Functions > PolicyManager > Edit Article Types > Select Article Type to edit > Co-Author Parameters:

Journal Office Visibility on Co-Authors

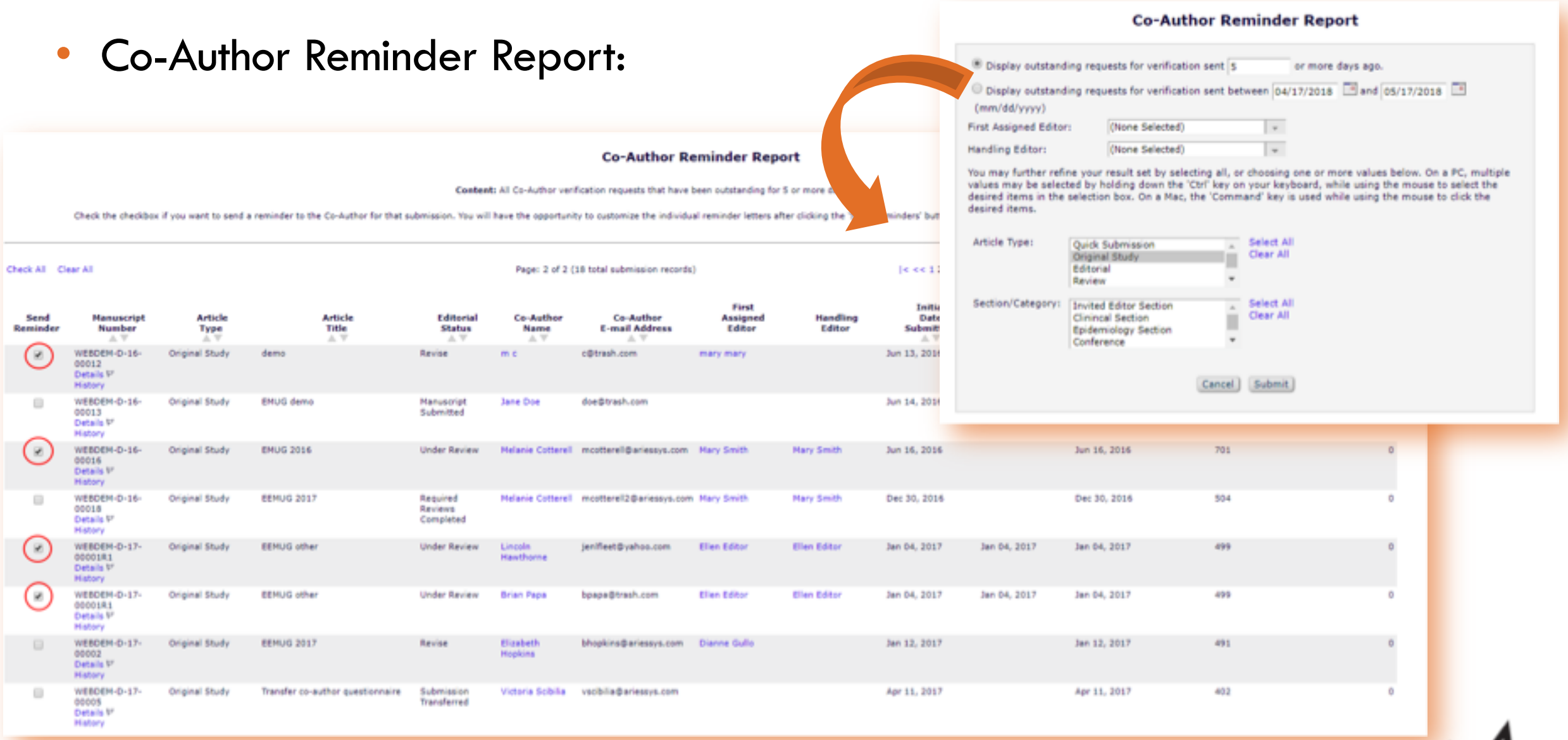
Editorial Manager has many ways for the Journal Office to gain visibility on their Co-Authors:

- Reporting
- Author Status Page
- Author Questionnaire
- ORCIDs*
- Contributor Roles*

*These will be mentioned briefly, but we will go over them in more detail later

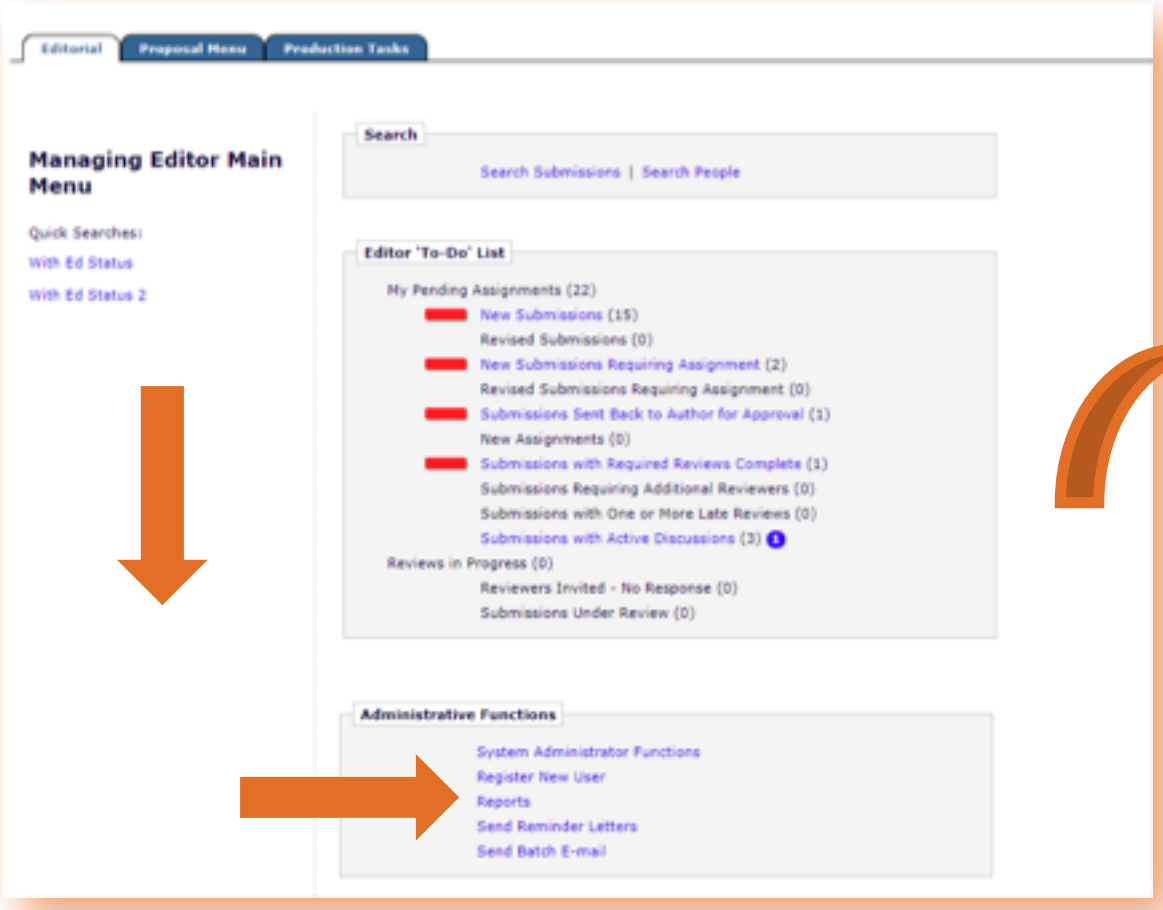
Chasing Co-Authors who have not verified

- Co-Author Reminder Report:



Co-Author Reminder Report Configurations

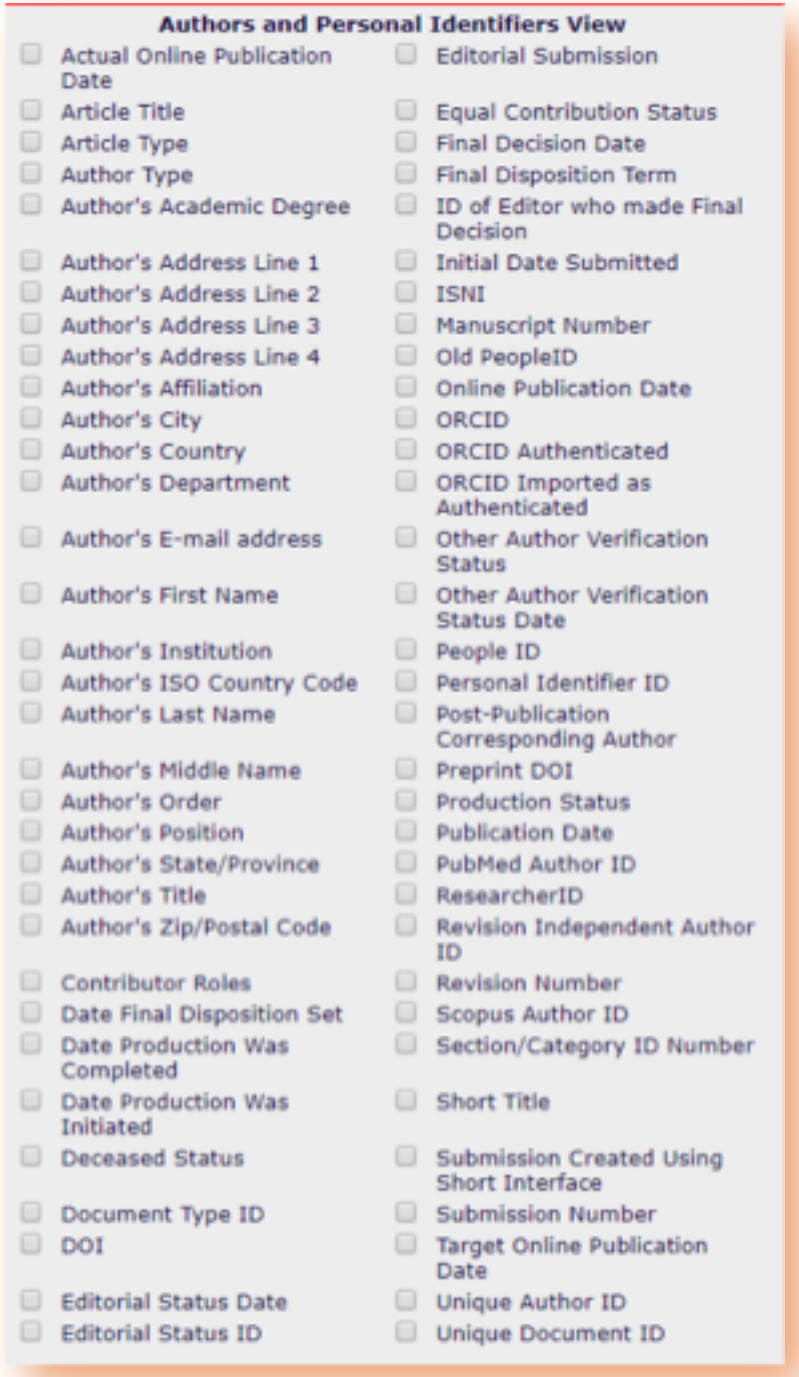
- Editor Main Menu > Reports > Author Reminder Reports:



Co-Author Reporting

Helpful Co-Author Data to use in reports:

- Authors View (Enterprise Analytics Reporting or EAR)
- Authors and Personal Identifiers View (EAR)
- Authors and Submissions View (EAR)
- Contributor Information (EAR)
- Author Table (General Data Export or GDE)



Co-Author Reporting

- EAR Report using the "Authors and Personal Identifiers" View:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Manuscript Number	Article Title	Article Type	Revision Number	Author`s First Name	Author`s Last Name	Author`s E-mail address	Author Type	Author`s Academic Degree	Author`s Institution	Author`s Order	Contributor Roles	ORCID	Other Author Verification Status	Other Author Verification
152	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Adam	Author	aauthor@ariestrash.com	off			3			0	5/23/2018
153	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Angela	Author	angauth@ariestrash.com	off			5			0	5/23/2018
154	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Astrid	Author	astridauth@ariestrash.com	off			4			0	5/23/2018
155	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Jessica	Reviewer	jsnapke@gmail.com	off			2		0000-0003-1135	2	5/23/2018
156	DEMOJES141-D-18-0004	Manuscript	Original Study	1	mary	mary	jsnapke@ariessys.com	on			1				
157	DEMOJES141-D-18-0004	Manuscript	Original Study	2	Adam	Author	aauthor@ariestrash.com	off		Michigan State	3			0	5/23/2018
158	DEMOJES141-D-18-0004	Manuscript	Original Study	2	Ainsley	Author	ainsauth@ariestrash.com	off		Michigan State	5			0	5/23/2018
159	DEMOJES141-D-18-0004	Manuscript	Original Study	2	Astrid	Author	astridauth@ariestrash.com	off		Michigan State	4			0	5/23/2018
160	DEMOJES141-D-18-0004	Manuscript	Original Study	2	Jessica	Reviewer	jsnapke@gmail.com	off	MSLIS	Michigan State	2		0000-0003-1135	2	5/23/2018
161	DEMOJES141-D-18-0004	Manuscript	Original Study	2	mary	mary	jsnapke@ariessys.com	on			1				
162	DEMOJES141-D-18-0004	Manuscript	Original Study	0	Ainsley	Author	ainsauth@ariestrash.com	off		Michigan State	4	Investigation:Supporting; Meth		0	5/31/2018
163	DEMOJES141-D-18-0004	Manuscript	Original Study	0	Albert	Author	alauth@ariestrash.com	off		Michigan State	6	Writing - Original Draft:Equal; V		0	5/31/2018
164	DEMOJES141-D-18-0004	Manuscript	Original Study	0	Astrid	Author	astridauth@ariestrash.com	off		Michigan State	5	Project administration:Support		0	5/31/2018
165	DEMOJES141-D-18-0004	Manuscript	Original Study	0	Jessica	Reviewer	jsnapke@gmail.com	off	MSLIS		2	Conceptualization:Lead; Data cu		2	5/31/2018
166	DEMOJES141-D-18-0004	Manuscript	Original Study	0	mary	mary	jsnapke@ariessys.com	on			1				
167	DEMOJES141-D-18-0004	Manuscript	Original Study	0	Victoria	Scibilia	vscibilia@ariessys.com	off		Michigan State	3	Formal analysis:	0000-0002-495C	2	5/31/2018
168	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Ainsley	Author	ainsauth@ariestrash.com	off		Michigan State	4	Investigation:Supporting; Meth		0	5/31/2018
169	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Astrid	Author	astridauth@ariestrash.com	off		Michigan State	5	Project administration:Support		0	5/31/2018
170	DEMOJES141-D-18-0004	Manuscript	Original Study	1	Jessica	Reviewer	jsnapke@gmail.com	off	MSLIS	Michigan State	2	Conceptualization:Lead; Data cu		2	5/31/2018
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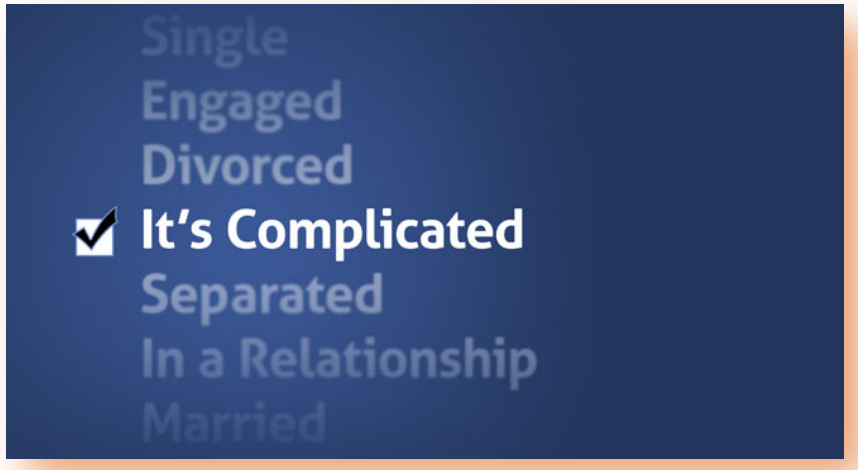
182	DEMOJES141-D-18-0004	Title	Original Study	0	Victoria	Scibilia	vscibilia@ariessys.com	off			2		0000-0002-495C	0	6/5/2018
183	DEMOJES141-D-18-0005	Authors, Co-Authors!	Original Study	0	Aaron	Author	aaronauth@ariestrash.com	off		Michigan State	4			0	6/11/2018
184	DEMOJES141-D-18-0005	Authors, Co-Authors!	Original Study	0	Ainsley	Author	ainsauth@ariestrash.com	off		Michigan State	3			0	6/11/2018
185	DEMOJES141-D-18-0005	Authors, Co-Authors!	Original Study	0	Jessica	Author	jsnapke@gmail.com	off		Michigan State	2			0	6/11/2018
186	DEMOJES141-D-18-0005	Authors, Co-Authors!	Original Study	0	mary	mary	jsnapke@ariessys.com	on			1				
187															

(Other) Author Status Page

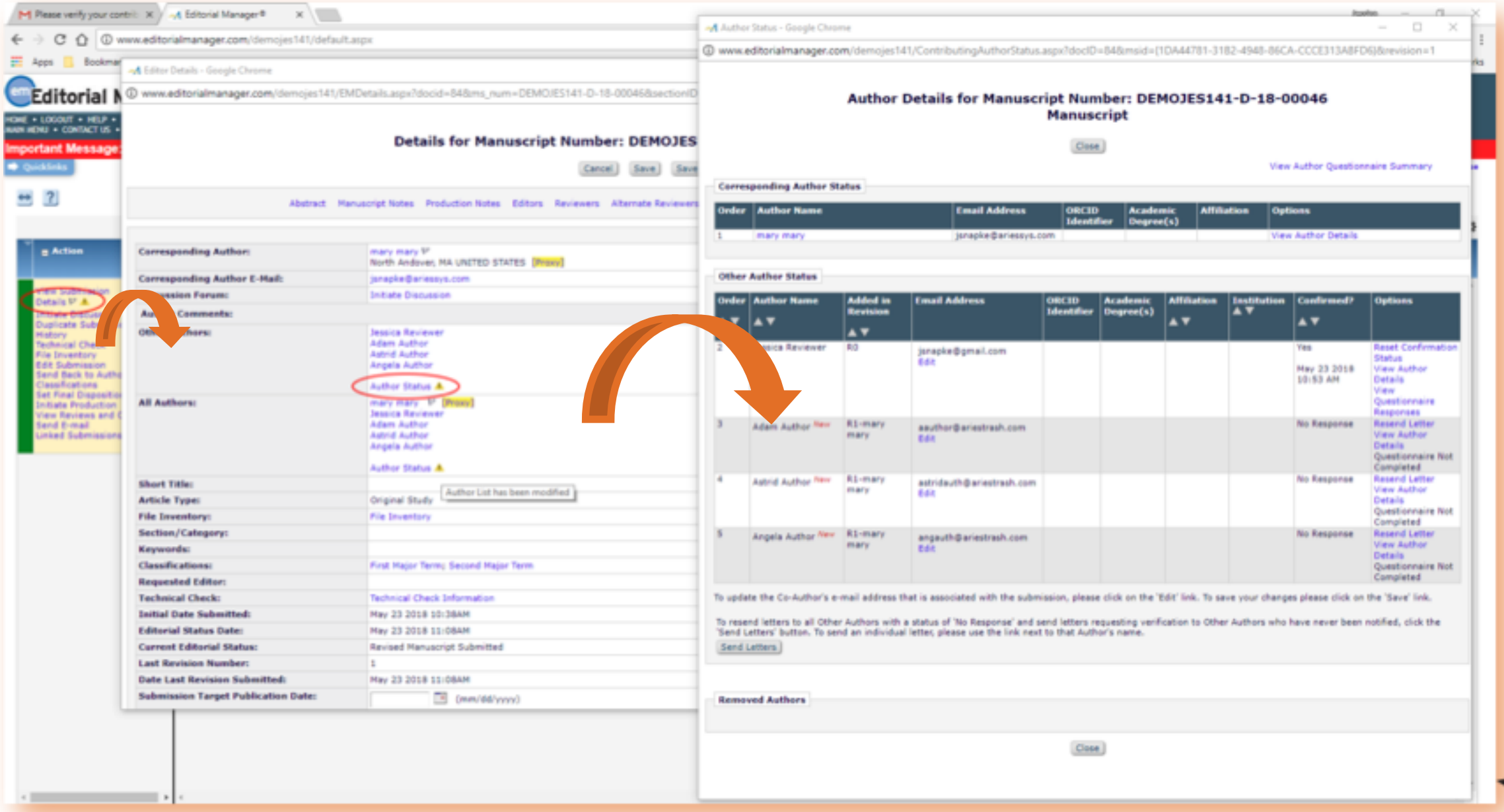


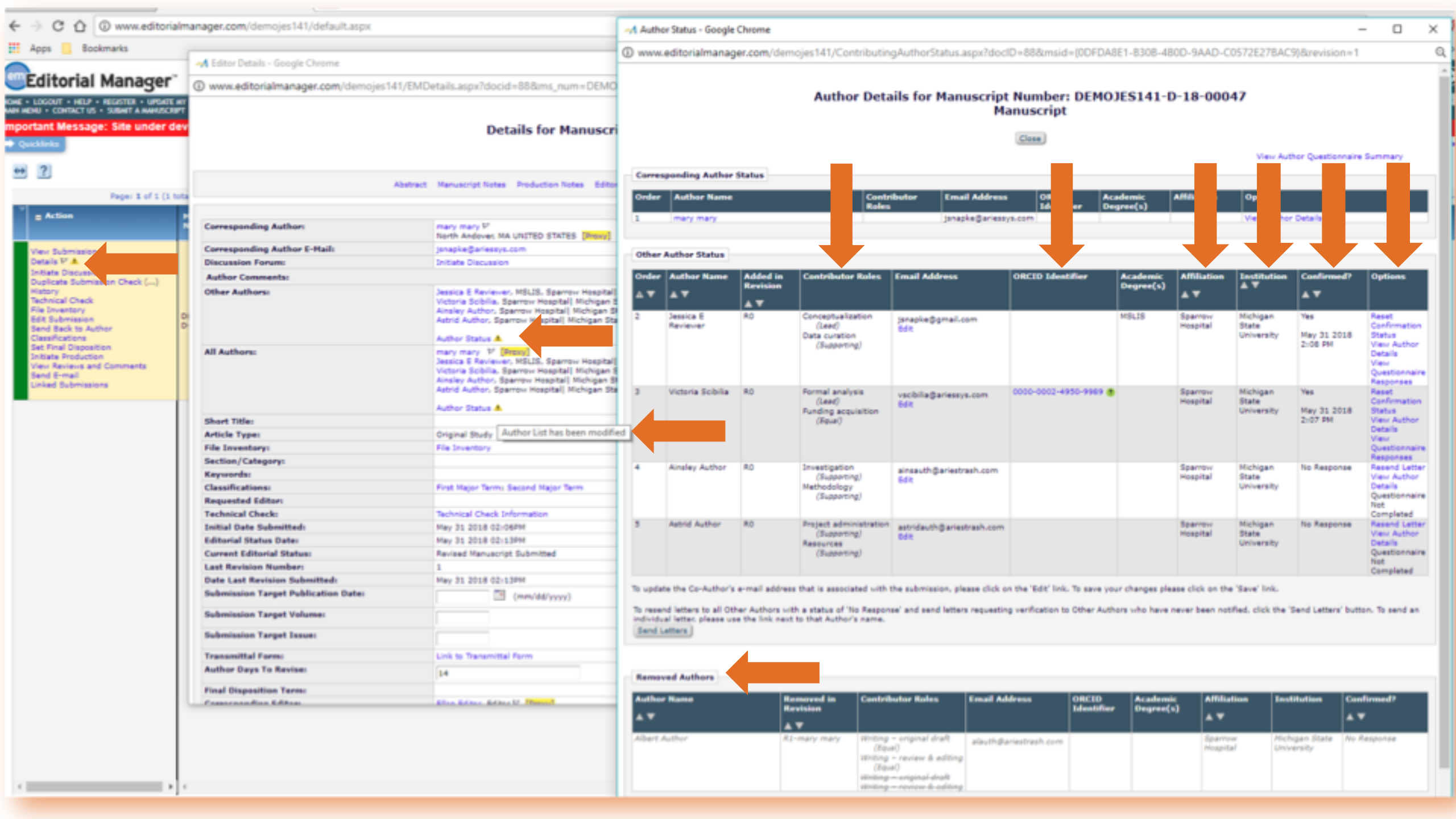
Points of Visibility:

- Author changes between versions
- Contributor Roles
- ORCID Information
- Institution and Affiliation
- Author Participation Confirmation
- Re-send verification letter
- Questionnaire Responses
- Author Details

(Other) Author Status Page

Manuscript > "Details" link > Details Page > Author Status:




Editorial Manager
Author Status - Google Chrome
Author Details for Manuscript Number: DEMOJES141-D-18-00047
Manuscript
Close
View Author Questionnaire Summary
Corresponding Author Status
Other Author Status
Order
Author Name
Added in Revision
Contributor Roles
Email Address
ORCID Identifier
Academic Degree(s)
Affiliation
Institution
Confirmed?
Options
Jessica E Reviewer
Victoria Scibilia
Ainsley Author
Astrid Author
To update the Co-Author's e-mail address that is associated with the submission, please click on the 'Edit' link. To save your changes please click on the 'Save' link.
To resend letters to all Other Authors with a status of 'No Response' and send letters requesting verification to Other Authors who have never been notified, click the 'Send Letters' button. To send an individual letter, please use the link next to that Author's name.
Send Letters
Removed Authors
Author Name
Removed in Revision
Contributor Roles
Email Address
ORCID Identifier
Academic Degree(s)
Affiliation
Institution
Confirmed?
Albert Author
Author Status
Author List has been modified
Corresponding Author:
Corresponding Author E-Mail:
Discussion Forum:
Author Comments:
Other Authors:
All Authors:
Short Title:
Article Type:
File Inventory:
Section/Category:
Keywords:
Classifications:
Requested Editor:
Technical Check:
Initial Date Submitted:
Editorial Status Date:
Current Editorial Status:
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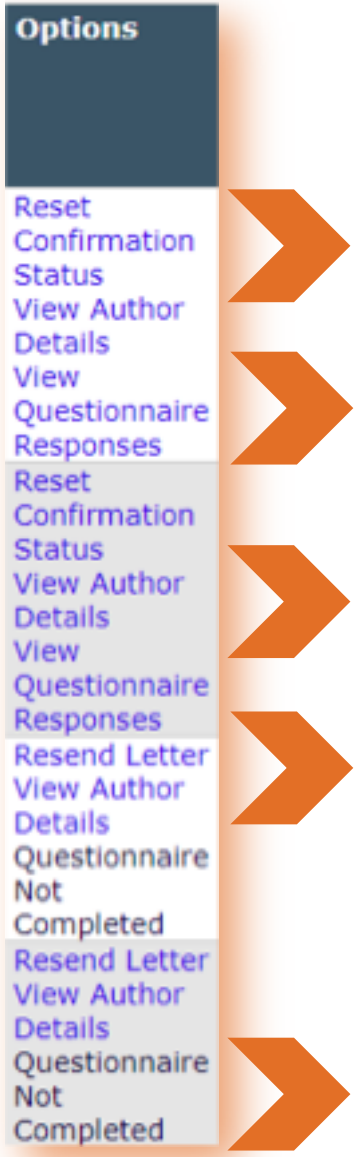
Submission Target Issue:
Transmittal Form:
Author Days To Revise:
Final Disposition Term:

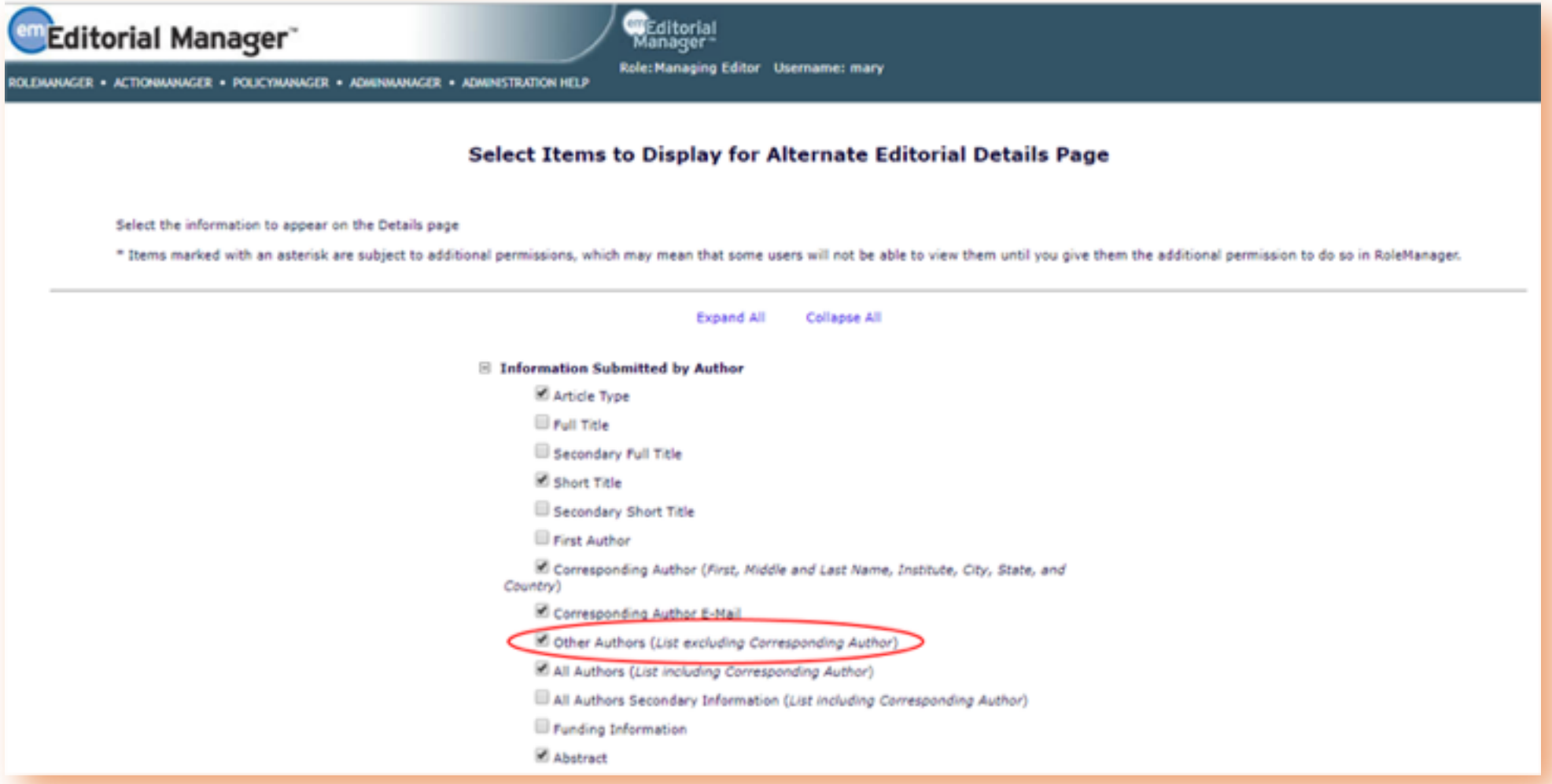
Options Column



- Reset Co-Author's status with the paper from "Confirmed" to "No Response"
- View the Co-Author's responses to Co-Author Questionnaire
- View the Co-Author's Details on one page – name, degrees, institution, affiliation, ORCID, contributor roles
- Resend the Co-Author verification letter
- Informs that the Co-Author Questionnaire has not been completed

Configurations

- To configure: PolicyManager > Define Details Page Layouts > Edit > “Select Items To Display” > Select “Other Authors (List Excluding Corresponding Author)” > Submit



Institution AND Affiliation

- New feature in 14.1
  - Institution can now be displayed on Author Status Page
  - Previously only Affiliation was displayed
- New feature in 15.0
  - Affiliation metadata is now extracted
- That's great! What's the difference?
  - In terms of EM:
    - Institution: Author's PRIMARY organization – single field dropdown (populated with RingGold institution list)
    - Affiliation: Author's OTHER organization(s) – text box for multiple entries

Author Questionnaire

- Way to capture information you from Co-Authors that you may not want/need from Corresponding Author
- Responses travel with the MS just like Submission Questionnaire responses
- Can be Required or Optional

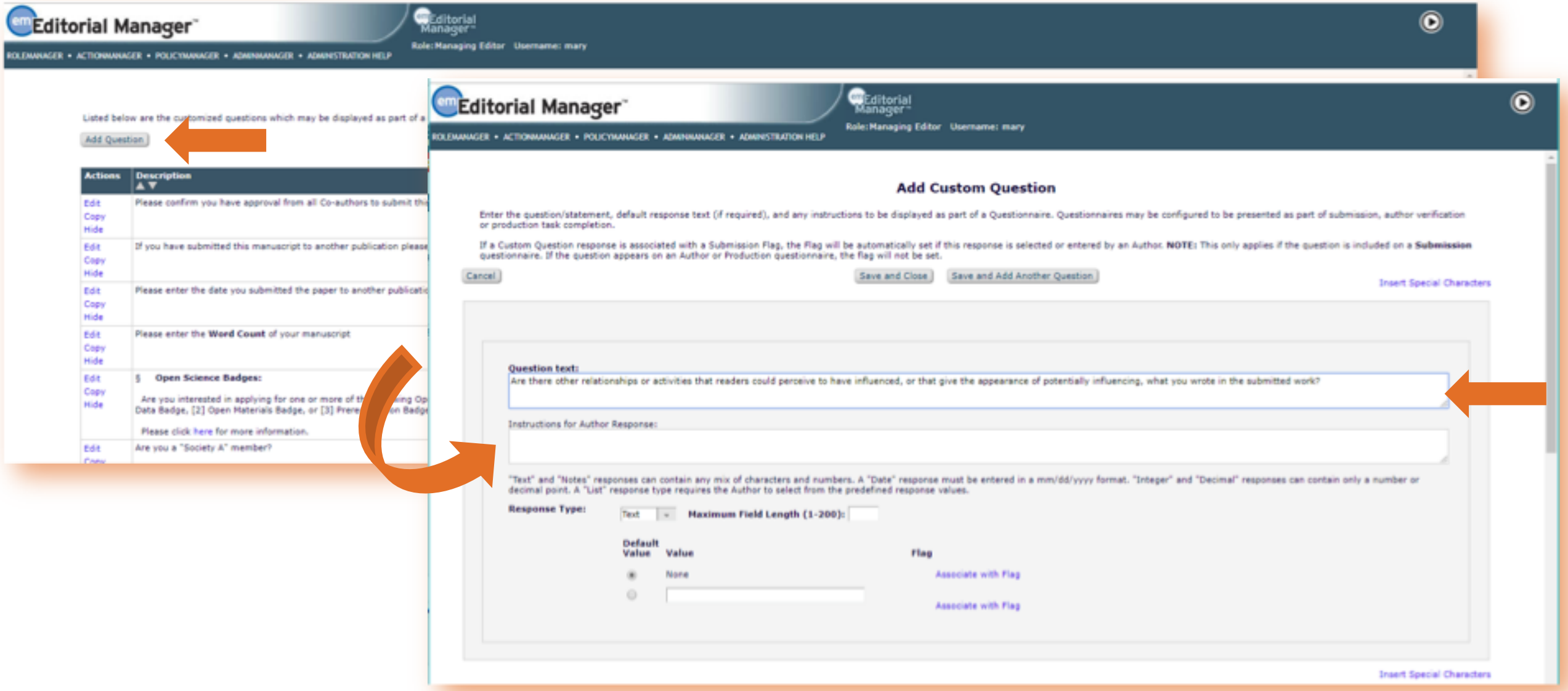
Configurations

Identical process as Submission Questions/ Questionnaires:

1. Create Question in Question Pool
2. Add to a Questionnaire
3. Tie Questionnaire to an Article Type

1. Create Question in Question Pool/Library

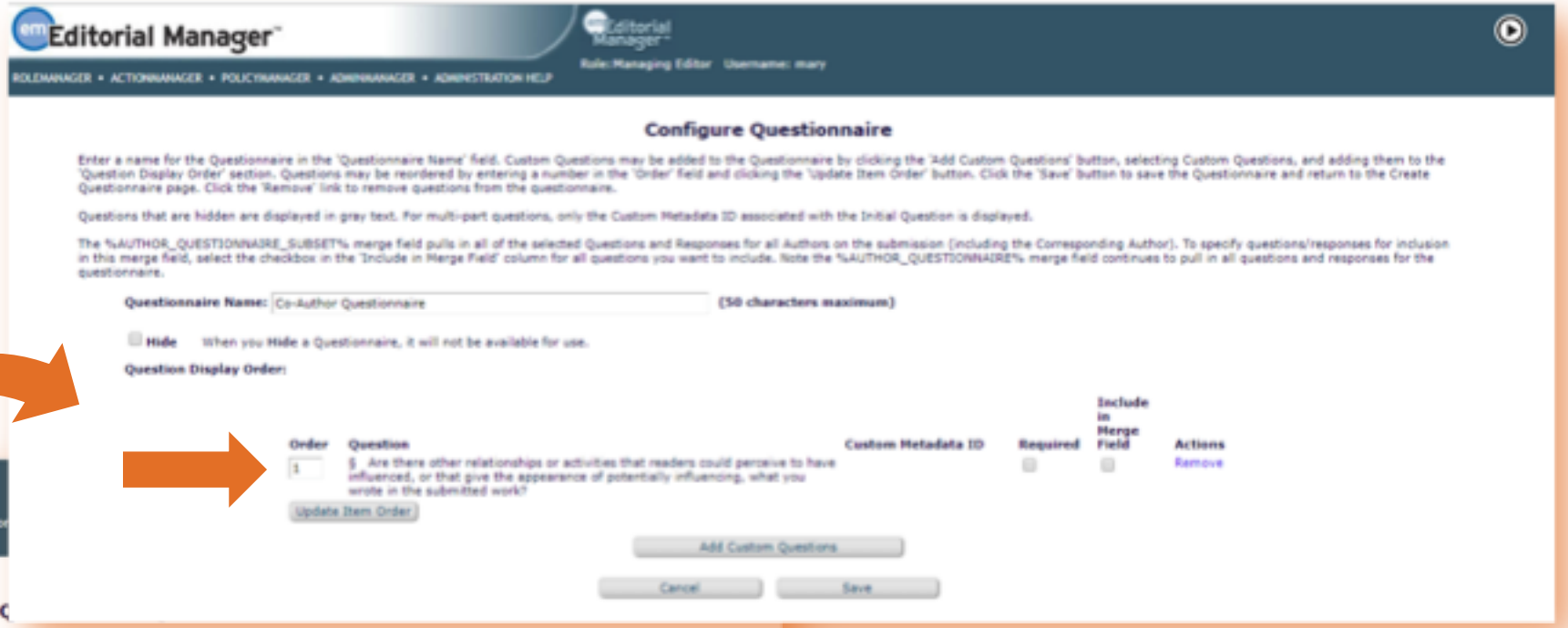
- System Admin Functions > PolicyManager > Questionnaire Policies > Create Custom Questions > Add Question button



2. Add Question to Questionnaire

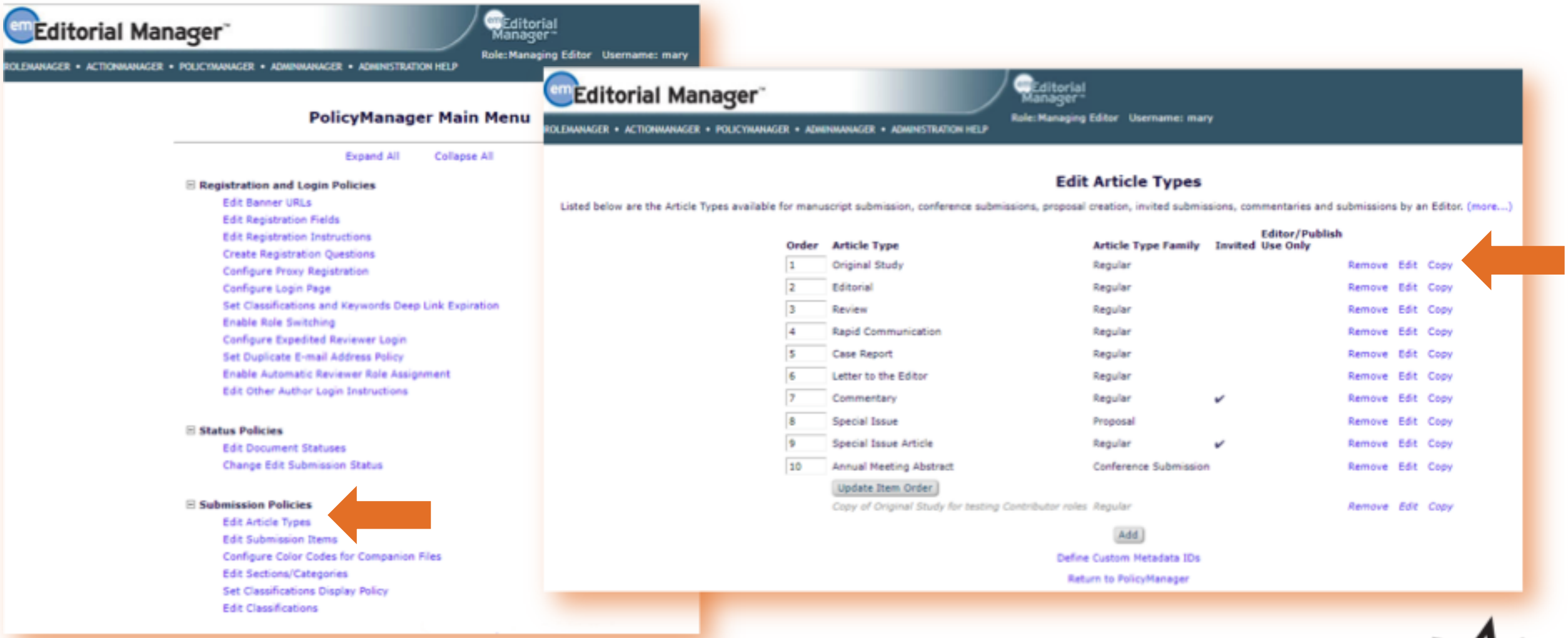
- System Admin Functions > PolicyManager > Questionnaire Policies > Create Questionnaire > Either edit existing or create new > Add Custom Questions

2. Add Question to Questionnaire



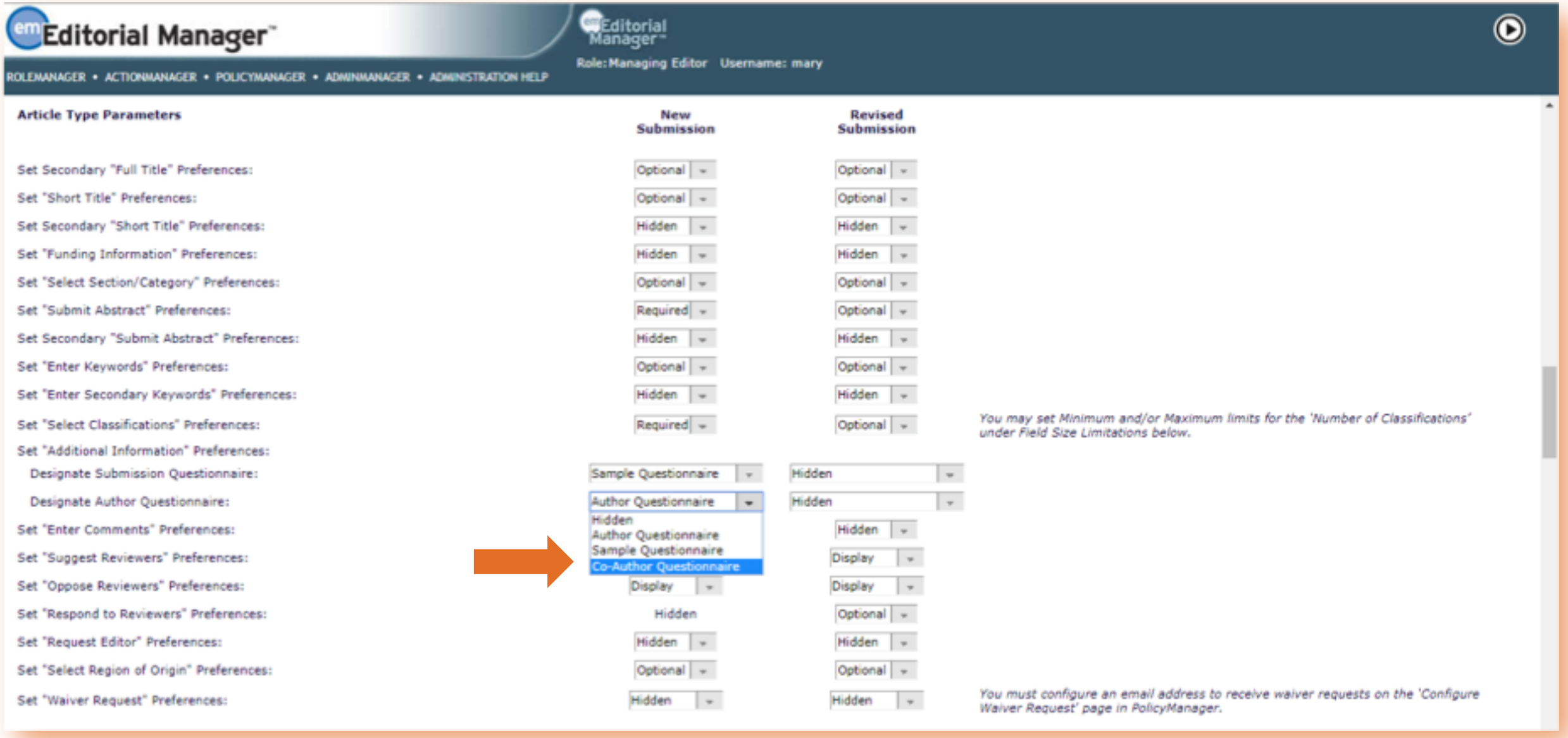
3. Tie Questionnaire to an Article Type

- System Admin Functions > PolicyManager > Edit Article Types > Edit existing, copy existing, or create new > Article Type Parameters > …



3. Tie Questionnaire to an Article Type

- Designate Author Questionnaire > Select Questionnaire from Dropdown



Co-Author Questionnaire

- Co-Author Questionnaire from Co-Author verification email deep link

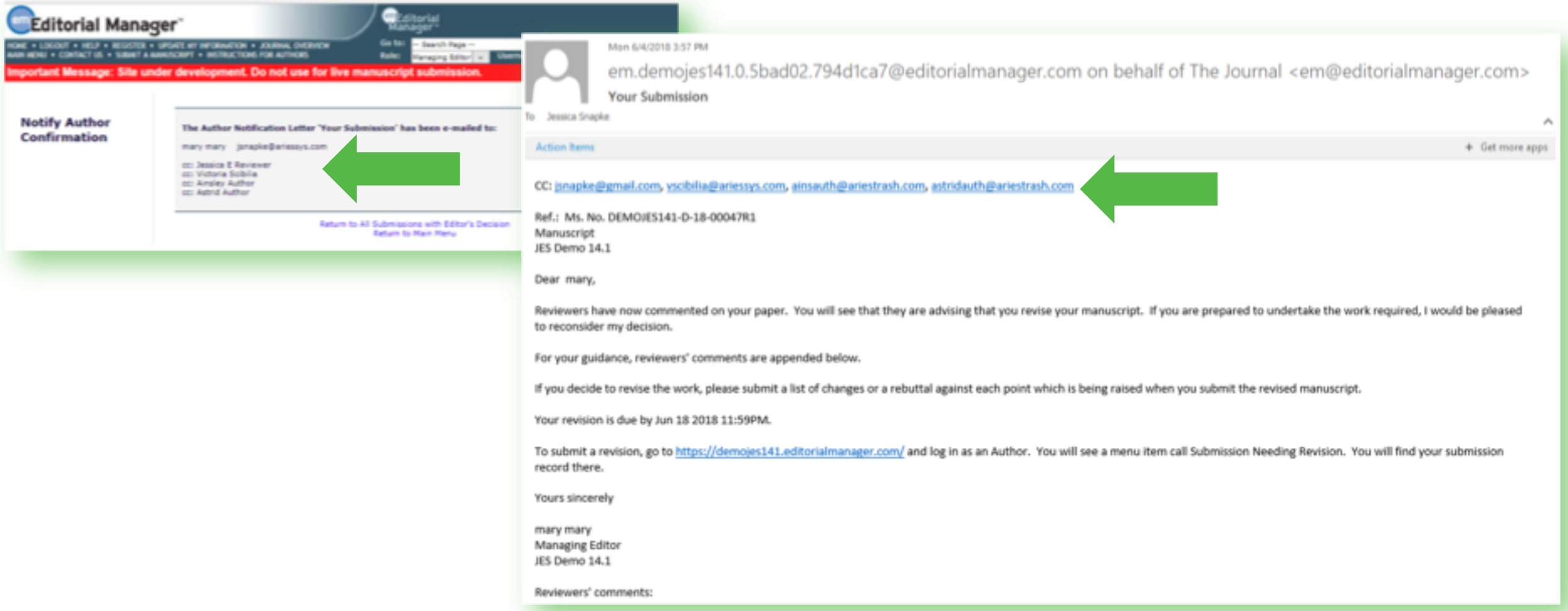
Other Author Notifications

- Decision Letters:
  - EM allows Co-Authors to be automatically copied on Decision Letters or;
  - Gives the Editor the option to copy all Co-Authors (on a per-letter basis)
- Co-Author Communications Letter Family:
  - Configure letters to come from the Corresponding Author (rather than Editor)

Other Author Notifications

- EM allows Co-Authors to be automatically copied on Decision Letters or gives the Editor the option to copy all Co-Authors (on a per-letter basis)

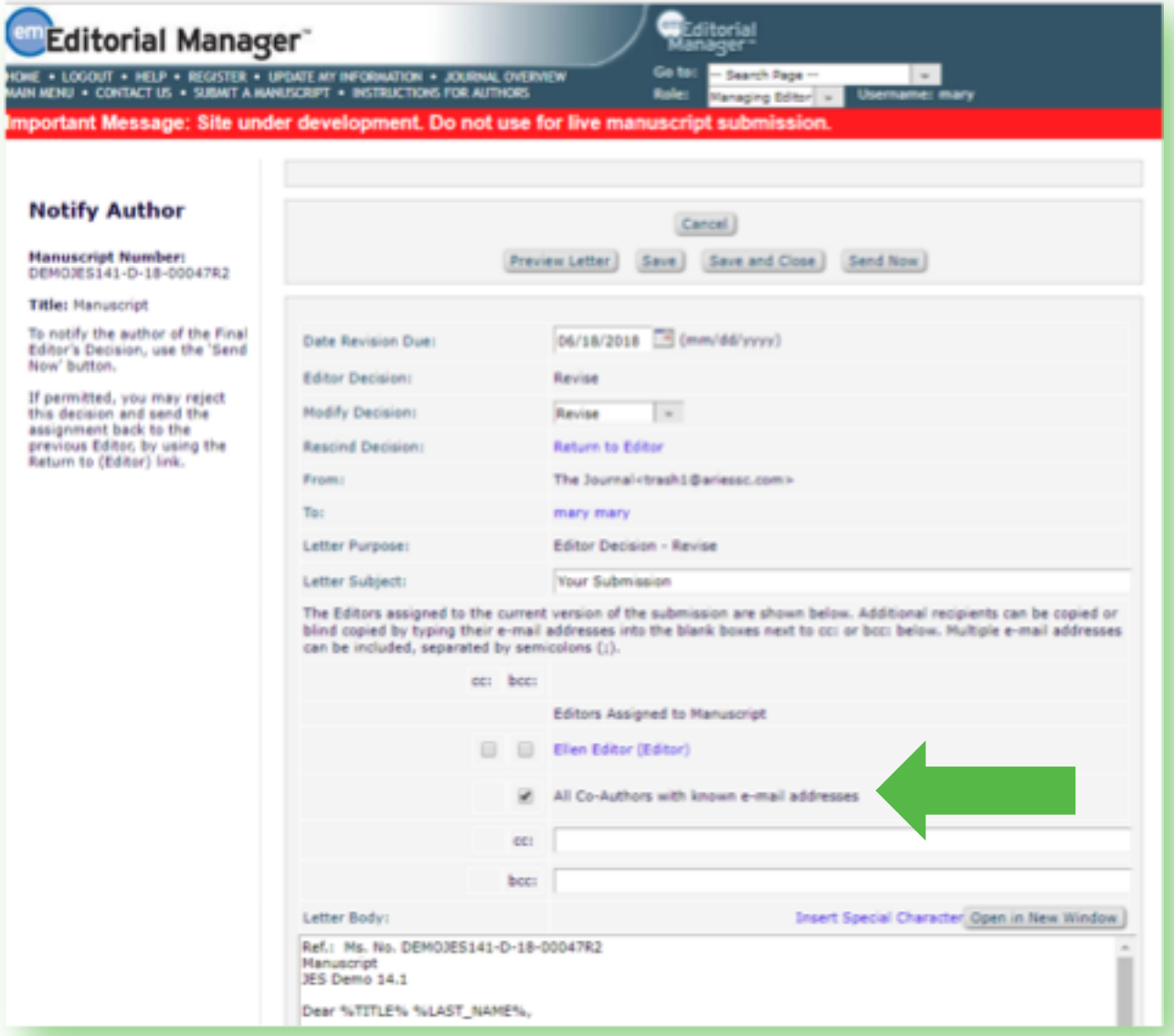
Co-Author automatically copied:



Other Author Notifications

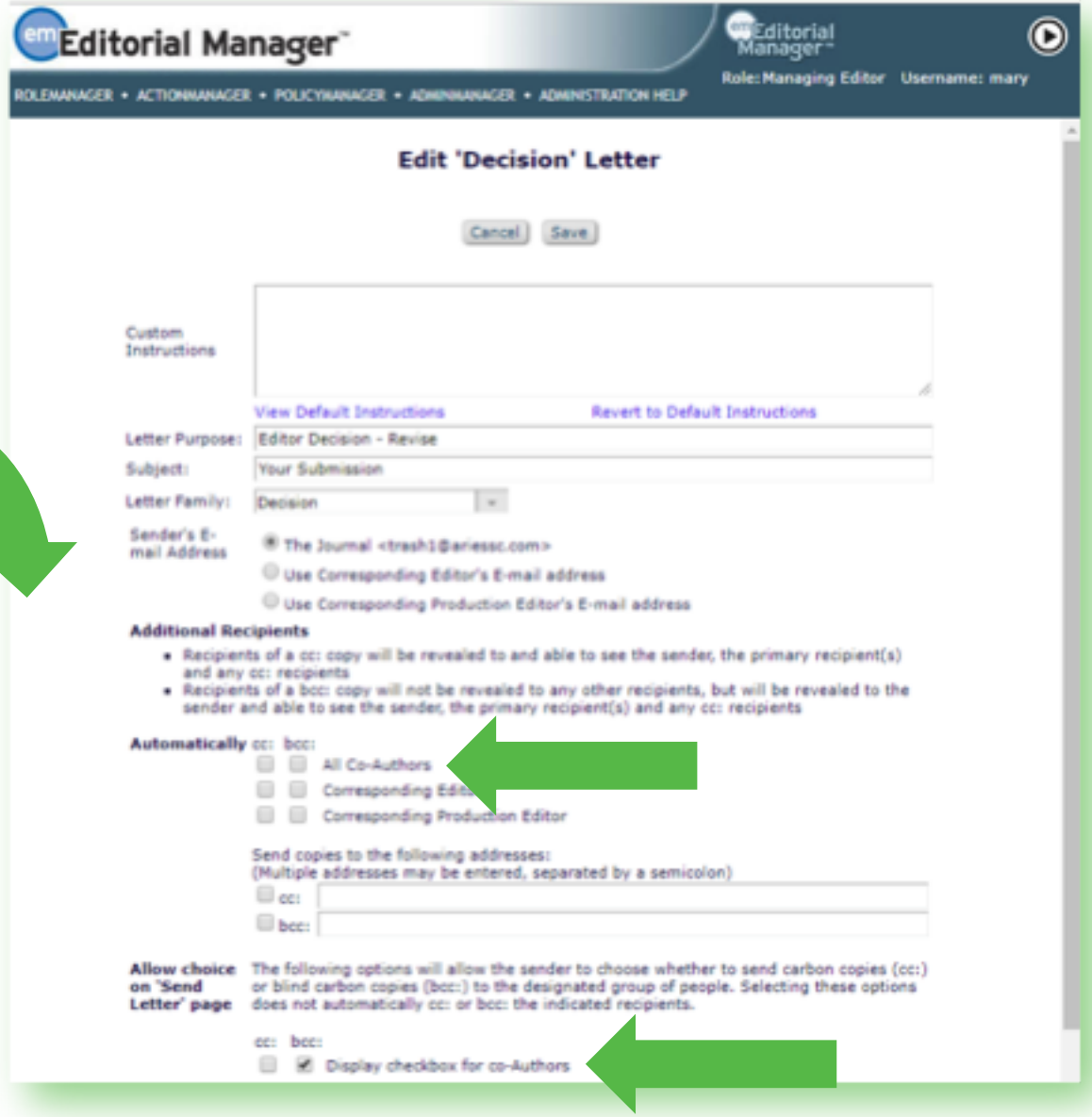
- EM allows Co-Authors to be automatically copied on Decision Letters or gives the Editor the option to copy all Co-Authors (on a per-letter basis)

Editor has the option to copy all Co-Authors:



Other Author Notifications – Configuration

- System Admin Functions > PolicyManager > Edit Letters > Locate and Edit Decision Letters



Other Author Notifications

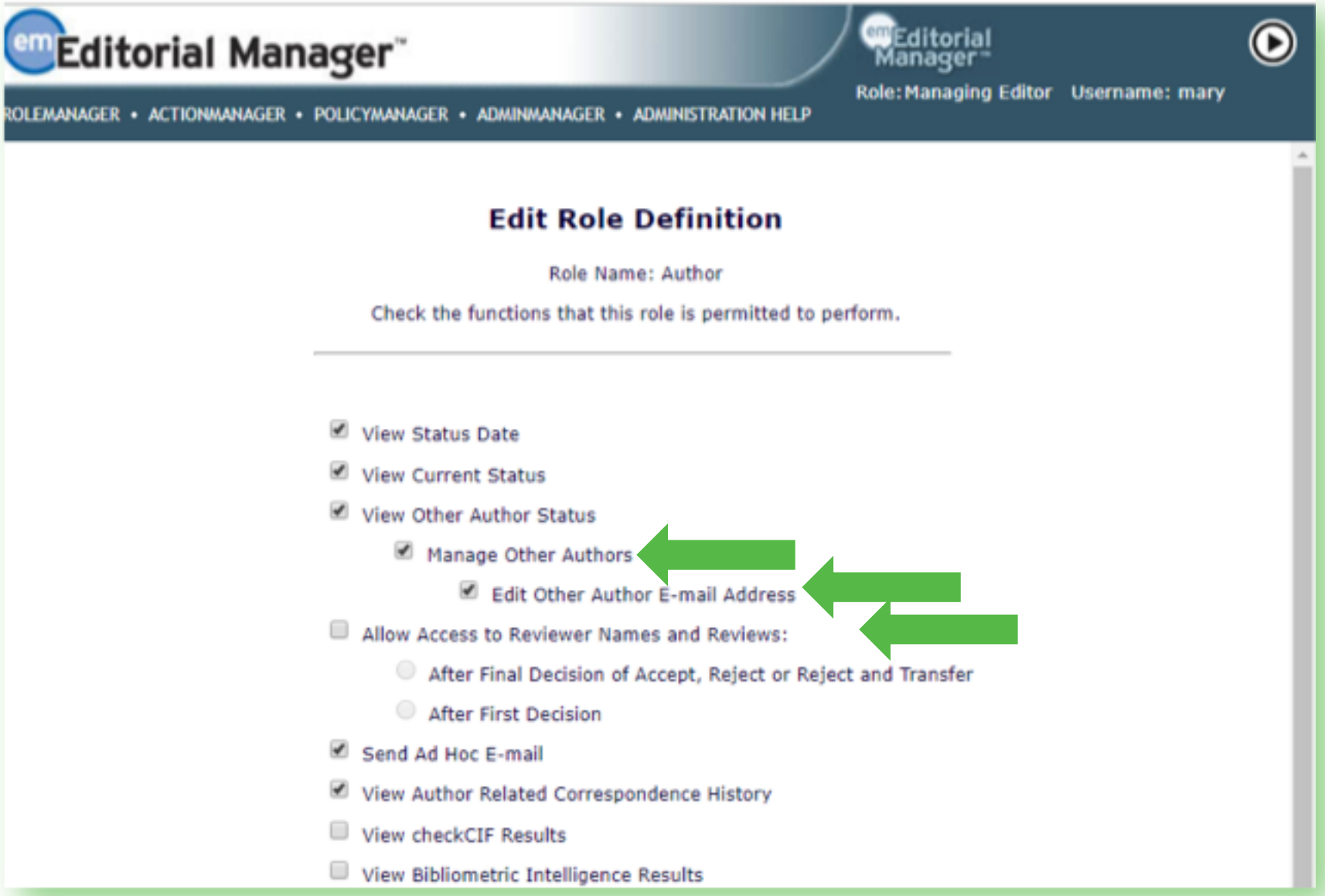
- Configure Other Author Notification Letters to come from the Corresponding Author (rather than Editor)
  - Bounced letters go to Corresponding Author to communicate with Co-Authors

- Configuration: System Admin Functions > PolicyManager > Edit Letters > Edit existing/Create New Letter > Select “Co-Author Communication” Letter Family

Speaking of Corresponding Author permissions…

- EM allows the Editorial Office to give the Corresponding Author the power to manage what the Co-Authors can see and do
- This lifts the burden a bit for the Editorial Office/Staff

Speaking of Corresponding Author permissions…



- System Admin Functions > RoleManager > Author Role > Edit

Transmittal Policies

- Yet another point of visibility: Co-Author Metadata on MS Transmittal Form

Transmittal Policies

- Transmittal Form:

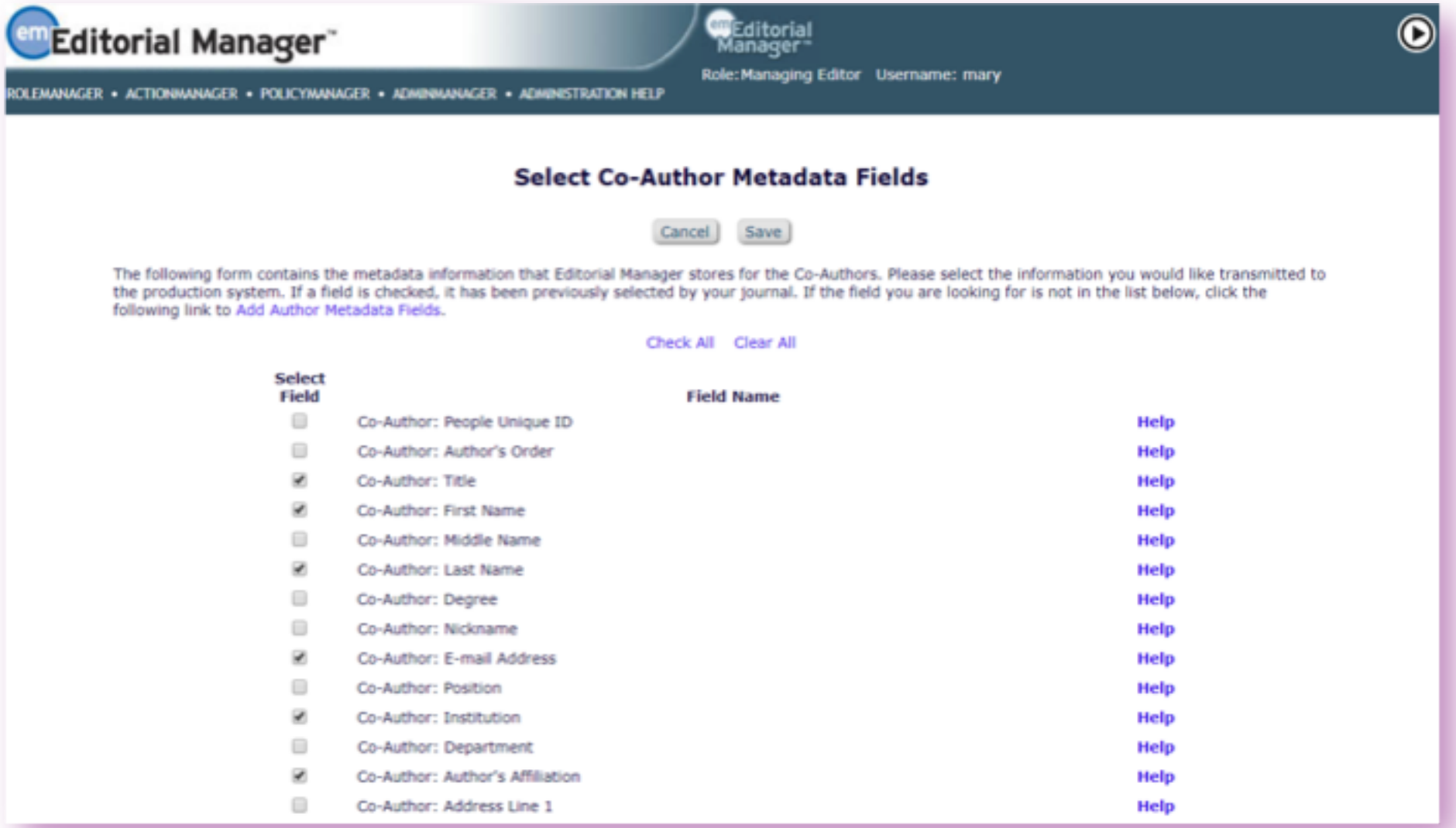
Submission Metadata

☑ Include metadata in release to production

Item Description	Value	
Manuscript Number	DEMOJES141-D-18-00050	Help
Revision Number	0	Help
Article Title	Authors, Co-Authors!	Help
Article Type	Original Study	Help
Initial Date Submitted	Jun 11 2018 1:50PM	Help
Date Revision Submitted		Help
Keyword		Help
Classification Description	First Major Term; Second Major Term;	Help
Section/Category Name		Help
All Authors	mary mary; Jessica Author; Ainsley Author; Aaron Author	Help
First Author First Name	mary	Help
First Author Middle Name		Help
First Author Last Name	mary	Help
First Author Degree		Help
Co-Author: Title		Help
Co-Author: First Name	Jessica	Help
Co-Author: Last Name	Author	Help
Co-Author: E-mail Address	jsnapke@gmail.com	Help
Co-Author: Institution	Michigan State University	Help
Co-Author: Author's Affiliation	Sparrow Hospital	Help
Co-Author: ORCID		Help
Co-Author: Contributor Information		Help
Co-Author: Equal Contribution Status		Help
Co-Author: Title		Help
Co-Author: First Name	Ainsley	Help
Co-Author: Last Name	Author	Help
Co-Author: E-mail Address	ainsauth@ariestrash.com	Help
Co-Author: Institution	Michigan State University	Help
Co-Author: Author's Affiliation	Sparrow Hospital	Help
Co-Author: ORCID		Help

Transmittal Policies – Configuration

- System Admin Functions > PolicyManager > "Transmittal Policies" section > Select Co-Author Metadata Fields > Edit Transmittal Form Layout (to order where metadata appears on form)



ORCID Solicitation from Co-Authors:

Two ways to solicit ORCIDs from your Co-Authors:

1. During verification
2. "Fetch" functionality

1. Solicit ORCID during Co-Author Verification

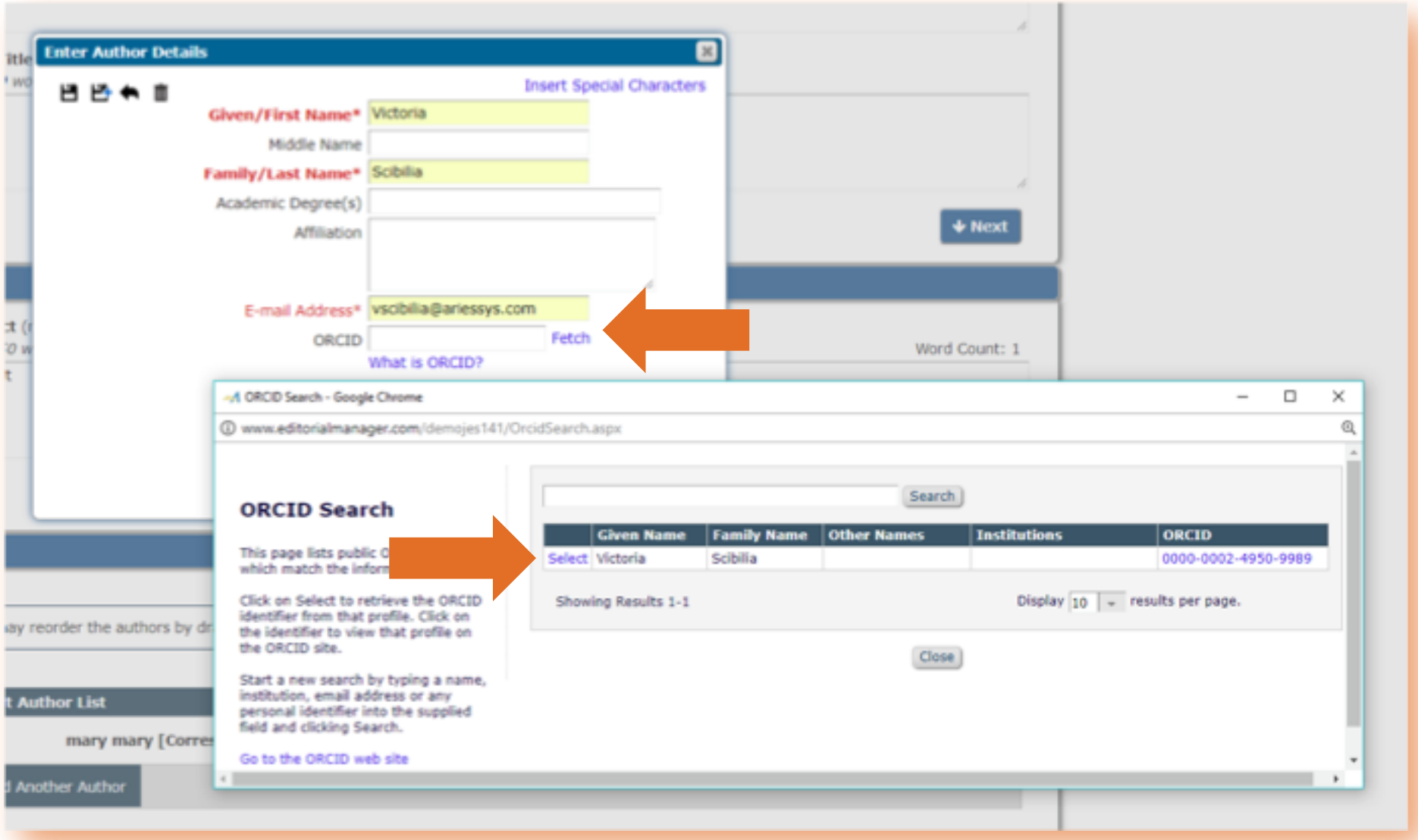
- Co-Author Verification (after clicking deep link from letter):

1. Solicit ORCID during Co-Author Verification - Configuration

- System Admin Functions > PolicyManager > Edit Article Types > Edit Existing/Add New > "Co-Author Parameters" section > Authenticated ORCID iD Request Dropdown

2. Solicit ORCID via "Fetch" during Submission

- Corresponding Author clicks "Fetch" when entering Co-Authors during the Submission process:



2. “Fetch”- Configuration

- System Admin Functions > PolicyManager > Set Other Author Parameters > Edit Existing/Add New > “Co-Author Parameters” section > Authenticated ORCID iD Request Dropdown

CRediT

What is CRediT?

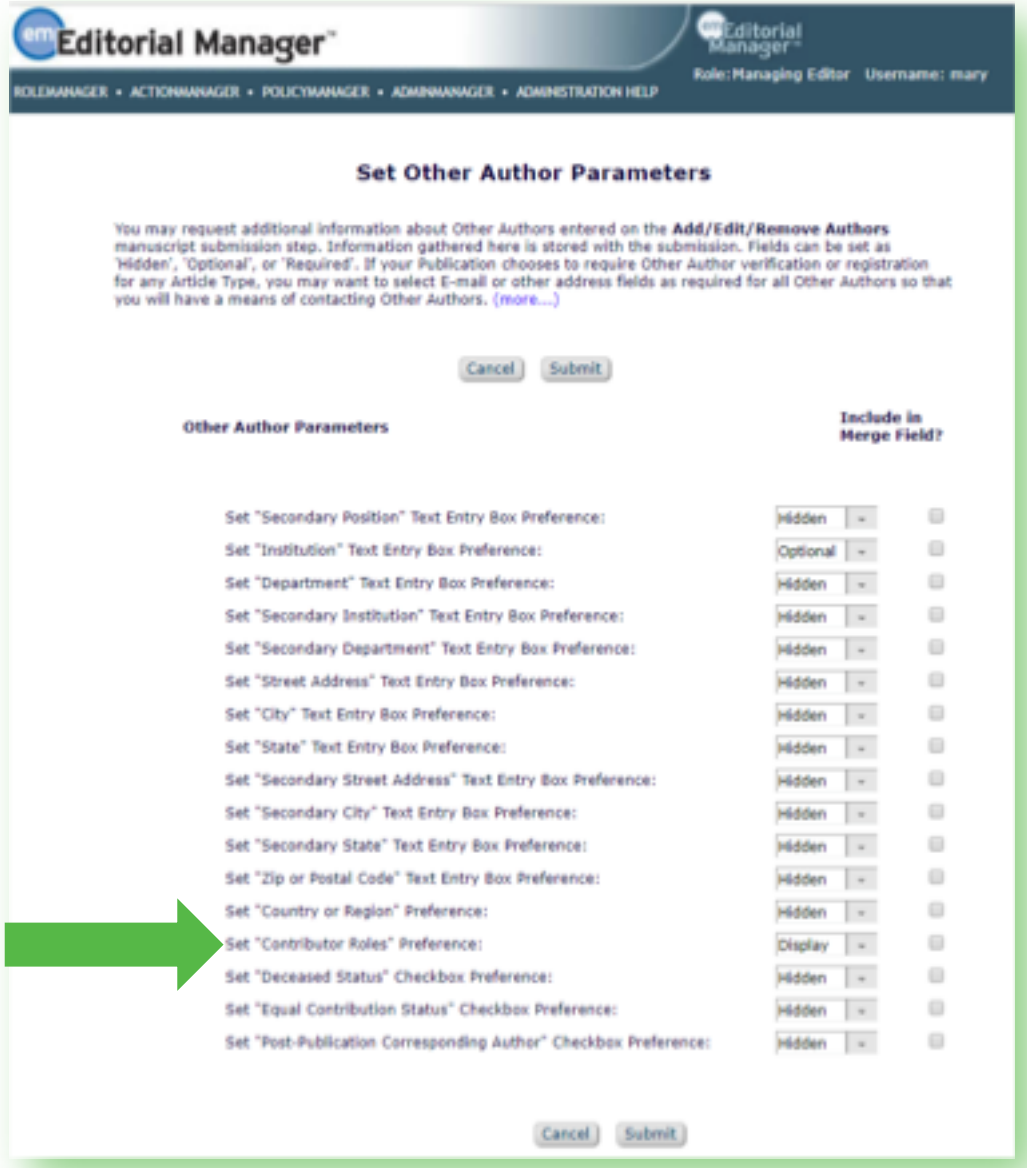
- "CRediT is high-level taxonomy, including 14 roles, that can be used to represent the roles typically played by contributors to scientific scholarly output. The roles describe each contributor's specific contribution to the scholarly output." – http://www.casrai.com/credit
- Casrai partnered with Aries in 2016 to integrate CRediT into EM
- Viewed previously on MS Submission Steps and Author Status page

CRediT - Configurations

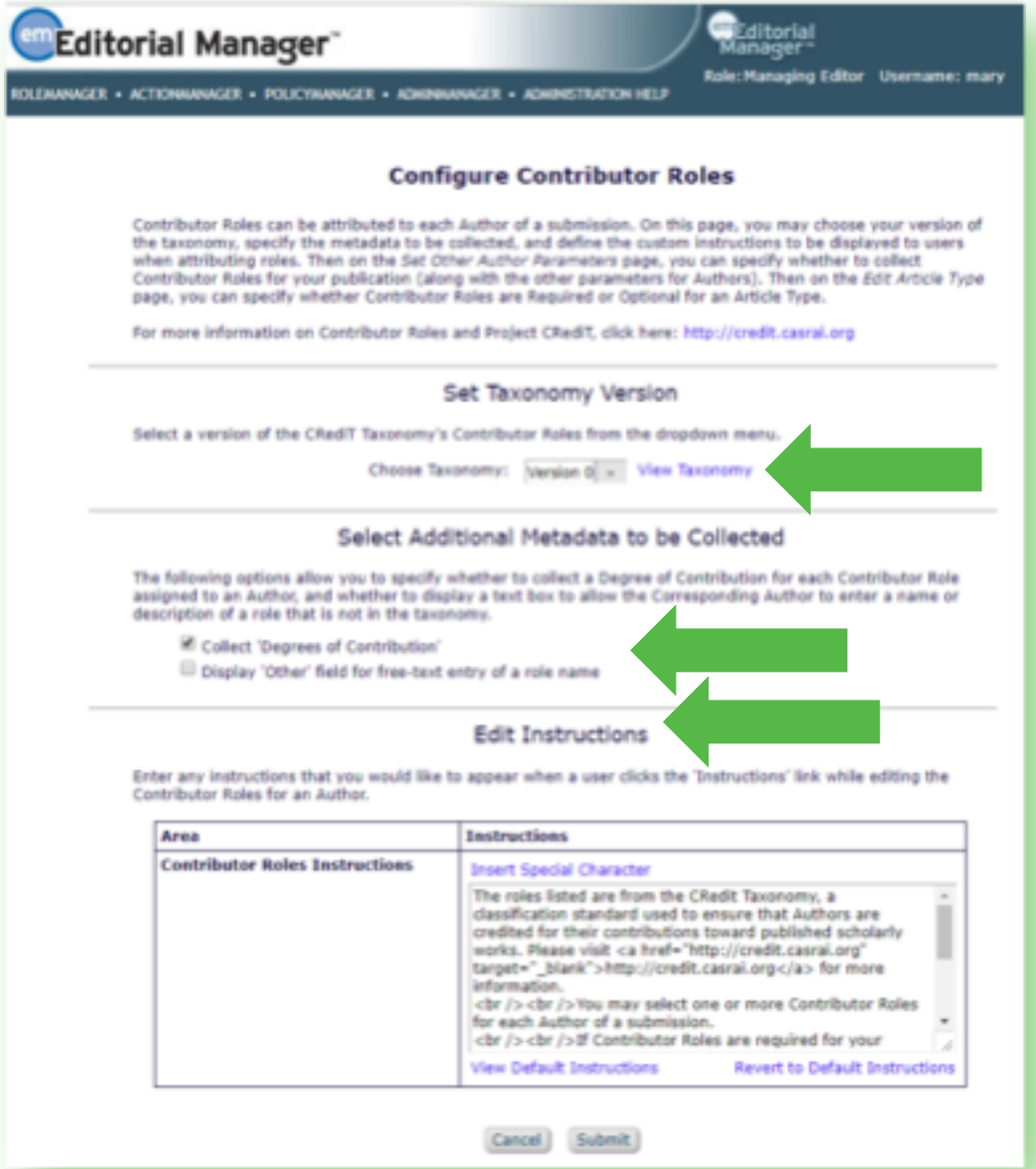
- System Admin Functions > PolicyManager > Set Other Author Parameters > "Set 'Contributor Roles' Preference" > Set to "Display" **AND;** > Configure Contributor Roles (next to each other under "Submission Policies" section)

CRediT - Configurations

Set Other Author Parameters:



Configure Contributor Roles:



CRediT and PLOS

- PLOS implemented CRediT onto all of their EM sites in the summer of 2017
- Here, to speak about PLOS's experience with CRediT and EM, is Anne Tran

CRediT and PLOS

Our implementation – pre-CRediT

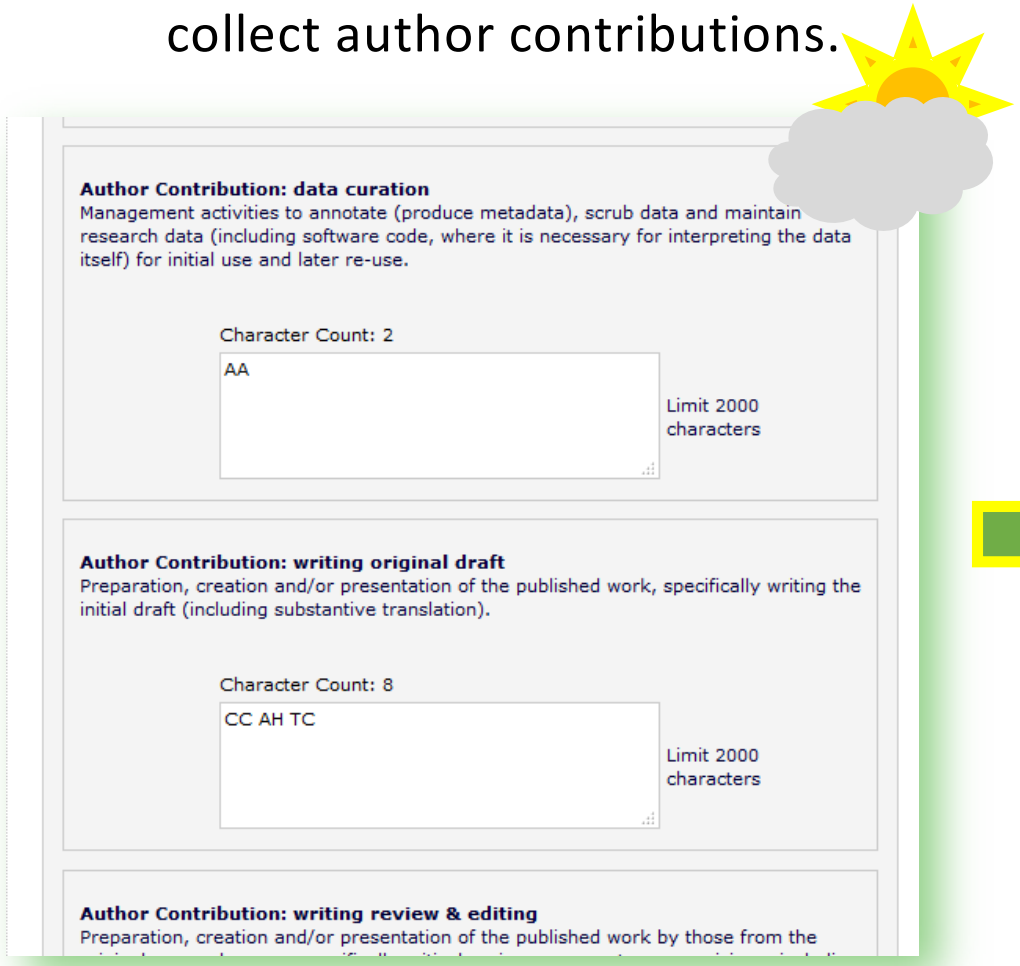
- PLOS has always collected author contributions in some form.
- Before the CRediT taxonomy was created, we collected these contribution types:

- ✓ Conceived and designed the experiments
- ✓ Performed the experiments
- ✓ Analyzed the data
- ✓ Contributed reagents/materials/analysis tools
- ✓ Wrote the manuscript
- ✓ Other

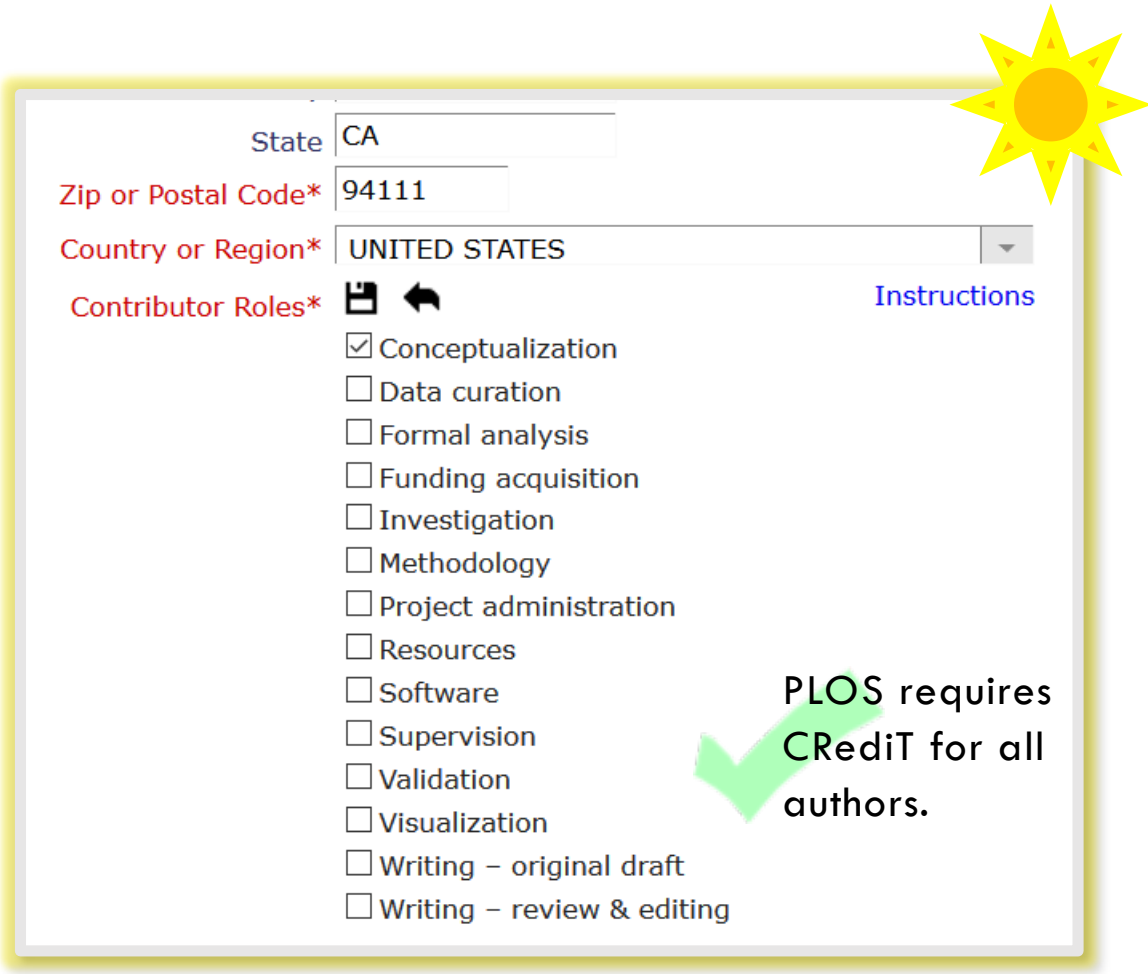
CRediT and PLOS

Our implementation – post-CRediT

- When CRediT came out, we used custom submission questions to collect author contributions.



- In June 2017, we enabled the CRediT taxonomy in EM.



CRediT and PLOS

Sharing is caring

- CRediT data is included in all formats of the published article.

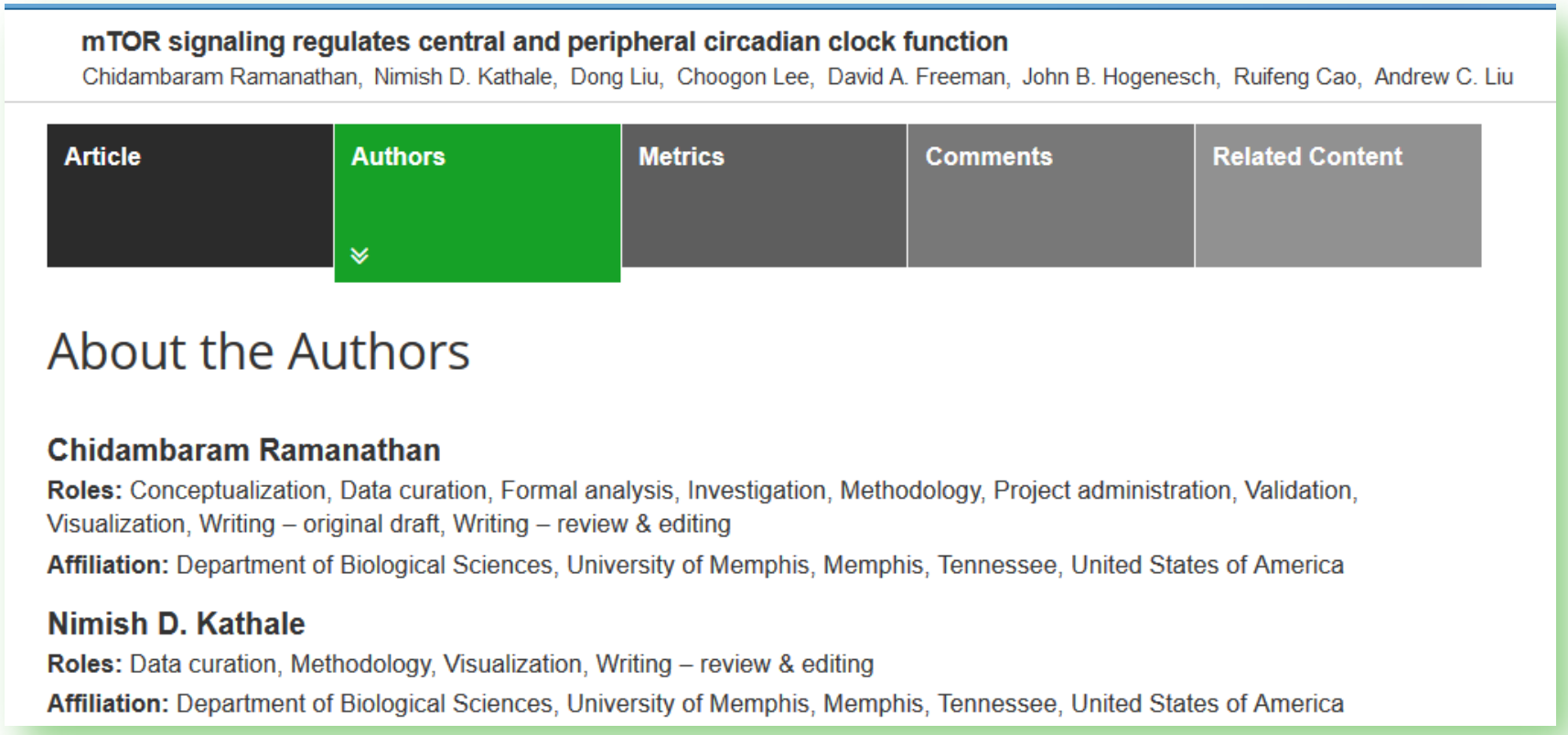
✓Web

✓PDF

✓XML

mTOR signaling regulates central and peripheral circadian clock function

Ramanathan C, Kathale ND, Liu D, Lee C, Freeman DA, et al. (2018) mTOR signaling regulates central and peripheral circadian clock function. **PLOS Genetics** 14(5): e1007369. https://doi.org/10.1371/journal.pgen.1007369



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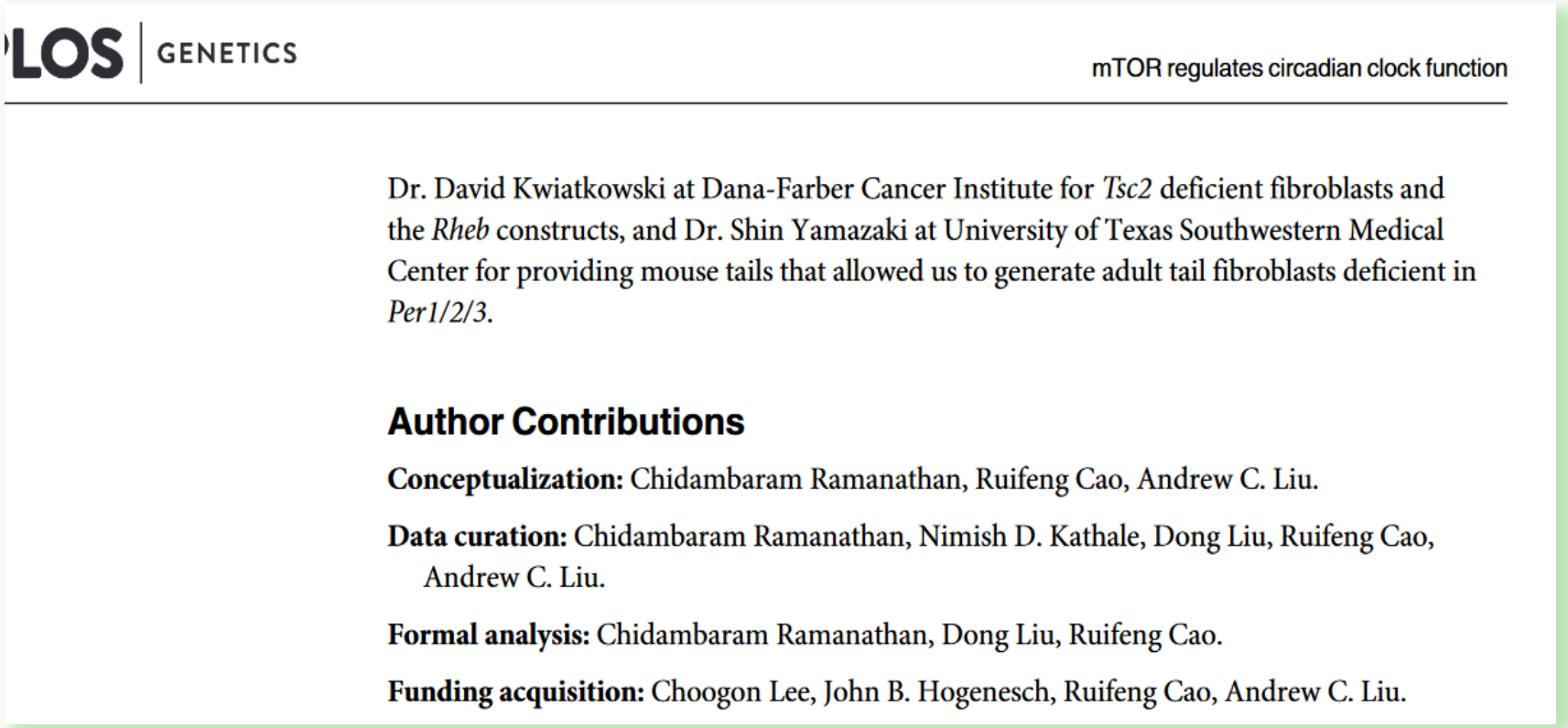

PLOS | GENETICS

mTOR regulates circadian clock function

Dr. David Kwiatkowski at Dana-Farber Cancer Institute for *Tsc2* deficient fibroblasts and the *Rheb* constructs, and Dr. Shin Yamazaki at University of Texas Southwestern Medical Center for providing mouse tails that allowed us to generate adult tail fibroblasts deficient in *Per1/2/3*.

Author Contributions

Conceptualization: Chidambaram Ramanathan, Ruifeng Cao, Andrew C. Liu.

Data curation: Chidambaram Ramanathan, Nimish D. Kathale, Dong Liu, Ruifeng Cao, Andrew C. Liu.

Formal analysis: Chidambaram Ramanathan, Dong Liu, Ruifeng Cao.

Funding acquisition: Choogon Lee, John B. Hogenesch, Ruifeng Cao, Andrew C. Liu.

CRediT and PLOS

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CRediT and PLOS

<u>What next?</u>

- With a normalized set of contribution types, we can begin to explore all sorts of questions about **how and where each one makes an impact**.

In what disciplines does this contribution come up the most/least?

Is there a correlation between author order and certain contribution types?

Does the geographic distribution of co-authors affect author contributions?

Are there research areas with less variation in the contributions?

Do any contribution types occur together more frequently?

- We can also assess the **adequacy of the taxonomy itself**.

CRediT and PLOS

An initial look into the data

For articles (published btw Jun 15, 2017 & May 30, 2018)

- 18,828 articles
- 141,603 authors
- 622,609 contributions

CRediT and PLOS

An initial look into the data

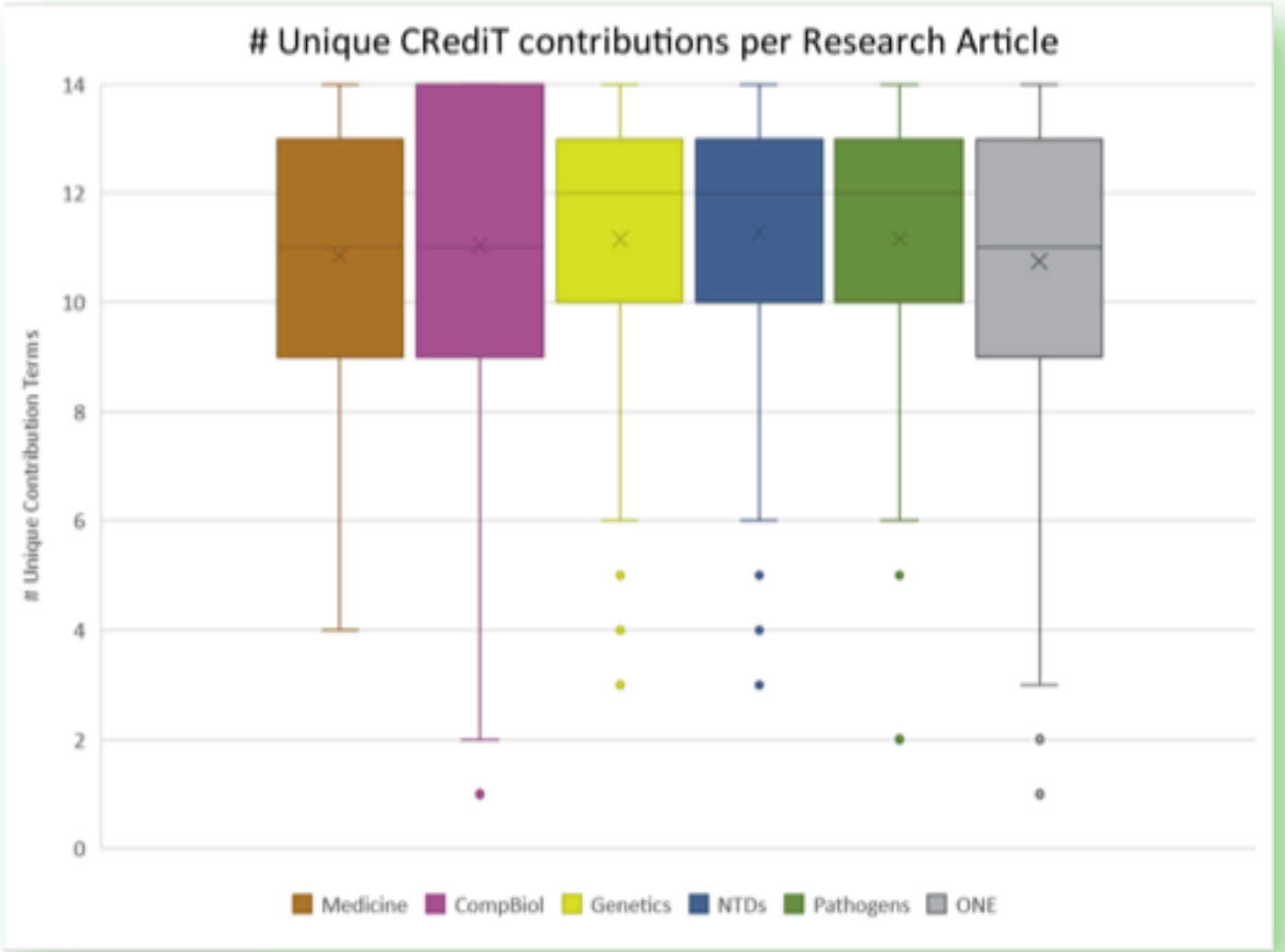
In what disciplines does this contribution come up the most/least?

% of Research Articles where CRediT contribution X is used at least 1x

		Medicine	CompBiol	Genetics	NTDs	Pathogens	ONE	WAvg.
	Total Articles	*149*	*468*	*479*	*727*	*510*	*16,495*	18,828
Traditional	Investigation	82%	85%	96%	91%	96%	86%	89%
	Writing - Original Draft	99%	99%	100%	99%	99%	99%	99%
	Writing - Review & Editing	100%	97%	97%	98%	98%	97%	98%
	Conceptualization	100%	97%	98%	98%	99%	95%	98%
	Funding acquisition	77%	78%	92%	81%	92%	70%	82%
Non-Traditional	Methodology	95%	91%	84%	94%	88%	90%	90%
	Software	37%	75%	37%	36%	24%	40%	41%
	Validation	50%	61%	57%	62%	60%	57%	58%
	Formal analysis	98%	89%	92%	95%	93%	91%	93%
	Resources	54%	50%	62%	67%	70%	60%	60%
	Data curation	88%	62%	78%	80%	70%	80%	76%
	Visualization	46%	71%	59%	58%	58%	53%	58%
	Supervision	86%	85%	90%	91%	93%	84%	88%
	Project administration	72%	63%	72%	78%	76%	72%	72%

CRediT and PLOS

An initial look into the data



Are there research areas with less variation in the contributions?

CRediT and PLOS

An initial look into the data

% of DOIs where at least 2 authors chose the same CRediT contribution X

		Medicine	CompBiol	Genetics	NTDs	Pathogens	ONE	WAvg.
	Total Articles	***149***	***468***	***479***	***727***	***510***	***16,495***	**18,828**
Traditional	**Investigation**	74%	62%	86%	81%	90%	68%	77%
	Writing - Original Draft	63%	74%	77%	69%	75%	60%	70%
	Writing - Review & Editing	100%	92%	90%	93%	90%	85%	92%
	Conceptualization	95%	85%	86%	88%	85%	78%	86%
	Funding acquisition	60%	41%	56%	55%	55%	38%	51%

?

% of Research Articles where CRediT contribution X is used at least 1x

		Medicine	CompBiol	Genetics	NTDs	Pathogens	ONE	WAvg.
	Total Articles	***149***	***468***	***479***	***727***	***510***	***16,495***	**18,828**
Traditional	**Investigation**	82%	85%	96%	91%	96%	86%	89%
	Writing - Original Draft	99%	99%	100%	99%	99%	99%	99%
	Writing - Review & Editing	100%	97%	97%	98%	98%	97%	98%
	Conceptualization	100%	97%	98%	98%	99%	95%	98%
	Funding acquisition	77%	78%	92%	81%	92%	70%	82%

CRediT and PLOS

Anne Tran
PLOS
atran@plos.org

Any Questions?

And a VERY special thanks to Anne!