

First Login with your user name and password into your profile and click on Editor in Chief Area. Note that only user with Editor in Chief permission can see this dashboard

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Old Website

Dear Colleagues,

In my role as Editor-in-Chief, I would like to invite you and your colleagues to submit a manuscript to **"Trauma Monthly"** (TM), an international peer-review medical journal indexed in Scopus and Embase. **"TM"** provides scientists and specialists a forum to publish contemporary research in the fields of Trauma and Emergency Medicine. Our aim is to publish high-impact papers within a short time frame. **"TM"** accepts

Click on New Submission to see existing manuscripts



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■ **Complete review by AE, Needs to make decision (0)**

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■ **Waiting for revision by Author (0)**

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Click on Accept for Review. This item shows that this item has been checked by Technical Editor team and is fault free.

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ID	Title	Owner	Action	Review action
2641	Test2	Mrs. Saeideh Razi	Full info [PDF]	[Fast Reject] [Fast Accept]
2642	Out with the old; in with the new	Prof. mohammad hosein kalantar motamedi	Full info [PDF]	[Fast Reject] [Fast Accept]
2674	Lower peak exposure level of impulse noise and acoustic trauma	Mr. Mohammad Ghasemi	Full info [PDF]	[Fast Reject] [Fast Accept] [Accept for Review]



Check the default Email and modify if needed, Then click on Proceed. This Email goes to author

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[Proceed without sending email]

Recipient: Mrs. Saeideh Razi <crazi@kowsarmed.com>

Subject: The first paragraph of the body will process as subject.

Body & Subject

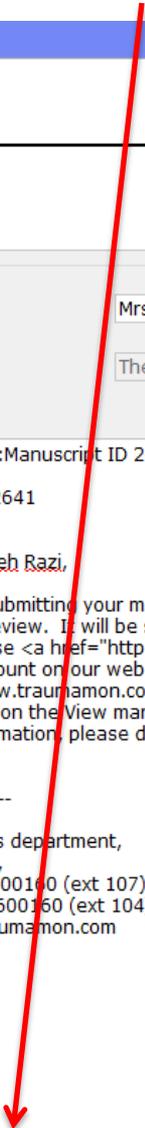
Trauma Monthly:Manuscript ID 2641, has been entered to review process.
Trauma Monthly
Manuscript ID: 2641
Title: Test2

Dear Mrs. Saeideh Razi,

Thank you for submitting your manuscript to our journal. Your manuscript has been forwarded for review. It will be sent to one of our Section Editors and two peer reviewers. Please sign in to access your account on our website www.traumamon.com. To track your manuscript click on the View manuscripts link in the Main Menu under the Author title. For further information, please do not hesitate to contact us.

Kind Regards,
Technical Editors department,
Trauma Monthly,
Tel: +98-21-88600160 (ext 107)
Fax: +98-21-88600160 (ext 104)
e-mail: info@traumamon.com

Proceed



Click on invite AE (Associate Editor)

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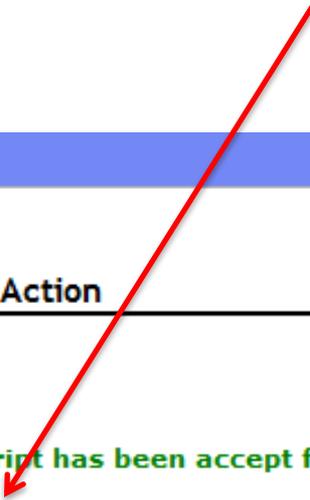
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Manuscript Action

The manuscript has been accept for review. [Back to basic information] [Back to actions]

[Invite AE]



There are 4 ways to invite AE

1. Search the Name

2. Choose from recommended list by system

3. Add a new user and invite him/her

4. Choose from the Associated Editors list

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Limit result

1 Limit by name

Recommended editor from owner

2 Mr. Amir Hasani

Register a new A.E.

3

Showing result from 1 to 8 of 8. [\[Back to form\]](#)

4

ID	full_name	Classification	Action
2445	Mr. Amir Hasani		[Invite as A.E.]
2456	Dr. ali ebrahimi		[Invite as A.E.]
2530	Mr. Amir Hasani		[Invite as A.E.]
2537	Prof. mohammad hosein kalantar motamedi		[Invite as A.E.]
2554	Mr. hojjat Iranshahi		[Invite as A.E.]
2565	Mr. mohammad ameri		[Invite as A.E.]
2645	Mr. Associated Editor		[Invite as A.E.]
2667	Mr. Editor in Chief		[Invite as A.E.]

Set the deadline and click on Proceed to invite

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Home Manuscript Action

Manuscript Action

- **Notice:** Your profile information is incomplete. Please complete your profile [from here](#).
- **WARNING:** You are currently signed in as another user. to back to your user click on [sign out](#).

Inviting "Mr. Amir Hasani" as A.E.

Required reviewers	<input type="text" value="3"/>
Deadline	<input type="text" value="26 Oct 2011 11:16:51 AM"/>

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[\[Proceed without sending email\]](#)

Recipient: Mr. Amir Hasani<hasani@kowsarmed.com>

Subject: The first paragraph of the body will process as subject.

Body & Subject

Trauma Monthly: Invite Associate Editor for manuscript ID 2641
Trauma Monthly
Manuscript ID: 2641
Title: Test2

Dear Mr. Amir Hasani,

We are pleased to invite you to conduct the review process of the manuscript entitled above as Associate Editor. This manuscript has been submitted to our Online Submission System and checked by Editor-in-Chief. Please [sign in](http://traumamon.com?page=signin) to the website with your account and then follow your assignment in the Associate Editor Main Menu by clicking on New Invitations link. Kindly note that you may Accept or Decline this invitation.

Important Notice

Please note that you should complete your assignment by , so that we can follow the review process of this manuscript on schedule. If you have any queries or require any further assistance, please feel free to contact us.

Kind Regards,
Editor-in-Chief
|

Proceed