The Paper Entry System of JSAE   ---- User Manual for Authors ----

1.   To be registered

(Step 1)

(Step 2)

2. To submit your abstract

(Step 1)
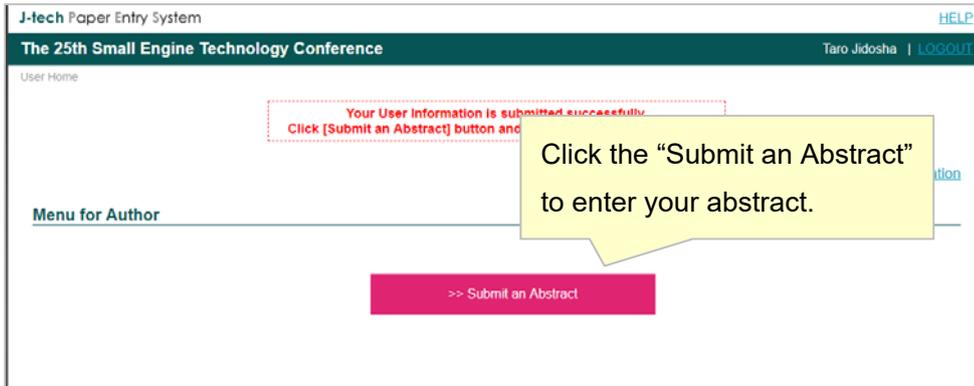
(Step 2)
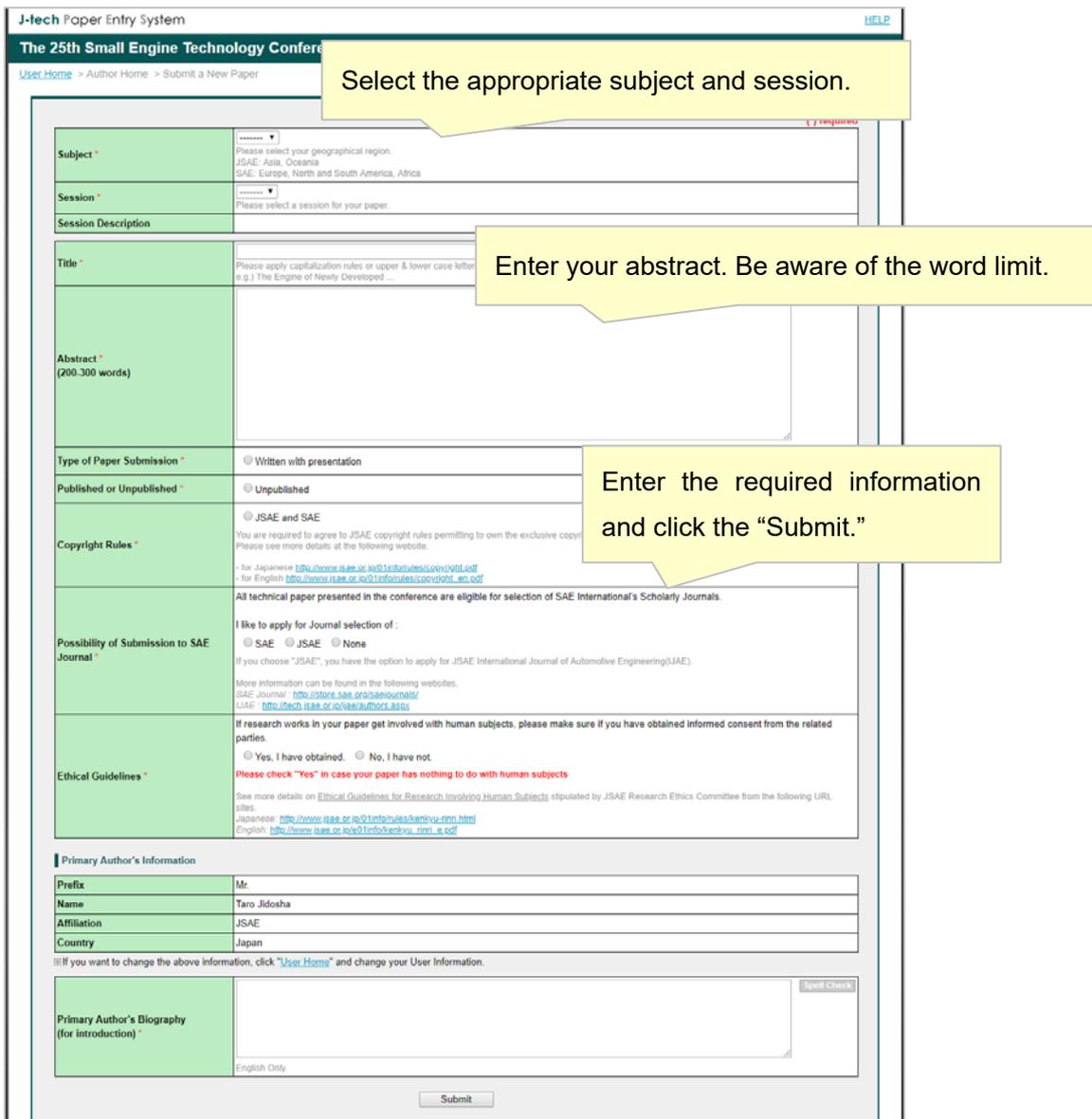
3. To enter information about your co-author(s)

(Step 1)

Enter the co-author's information and click the "Submit."

An e-mail of confirmation will be sent to the registered co-author upon the submission.

(Step 2)

Click here to add co-author(s) if needed.

4. To submit your draft manuscript
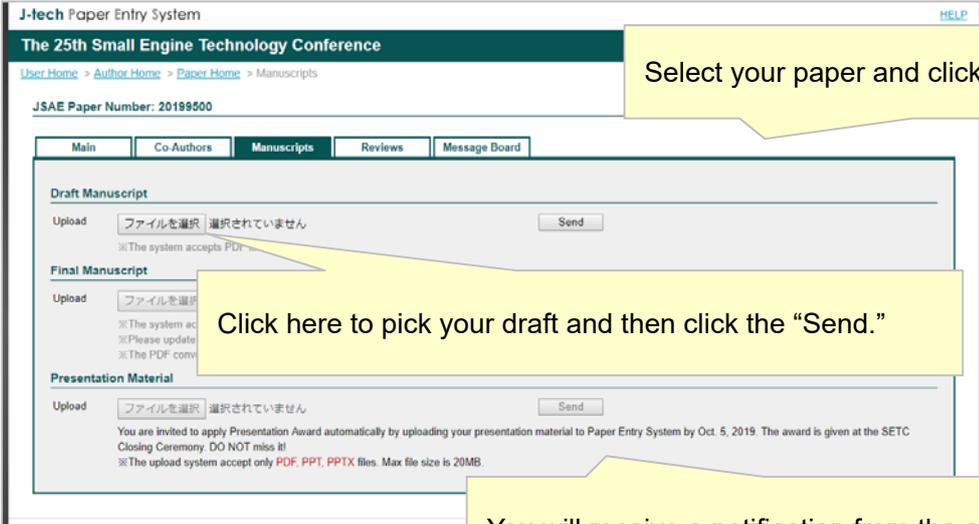
(Step 1)

Once your abstract is approved, you will receive a message as shown in the sample e-mail.

Click the URL shown in the e-mail and log in the system.

(Step 2)

Select your paper and click the tab "Manuscripts."

Click here to pick your draft and then click the "Send."

You will receive a notification from the organizer later.

5. To confirm the results of the review

(Step 1)
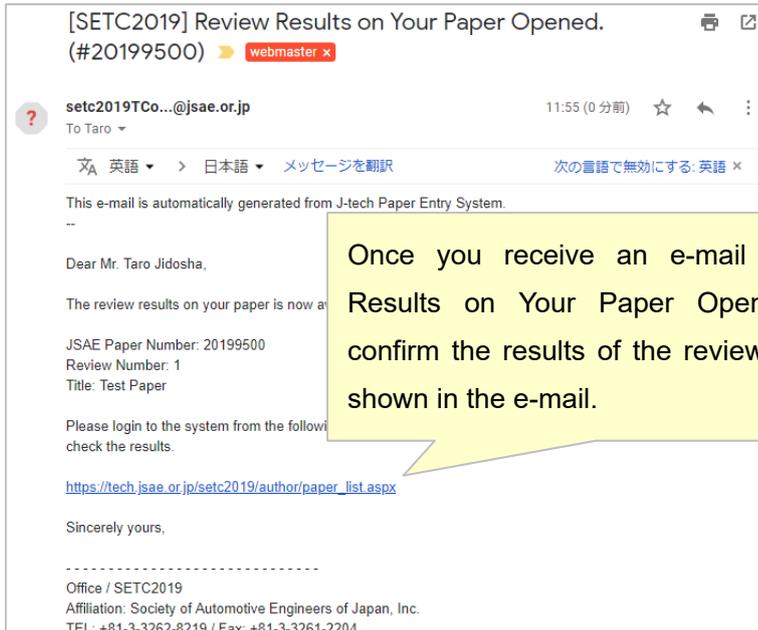
Once you receive an e-mail titled "Review Results on Your Paper Opened," you can confirm the results of the review from the URL shown in the e-mail.

(Step 2)

Log in the system and click the tab "Reviews" to confirm the results.

6. To modify your draft manuscript

(Step 1)

If you receive an e-mail from the system and it says "Approved if Modified," follow the instruction in the e-mail for the approval of reviewers.
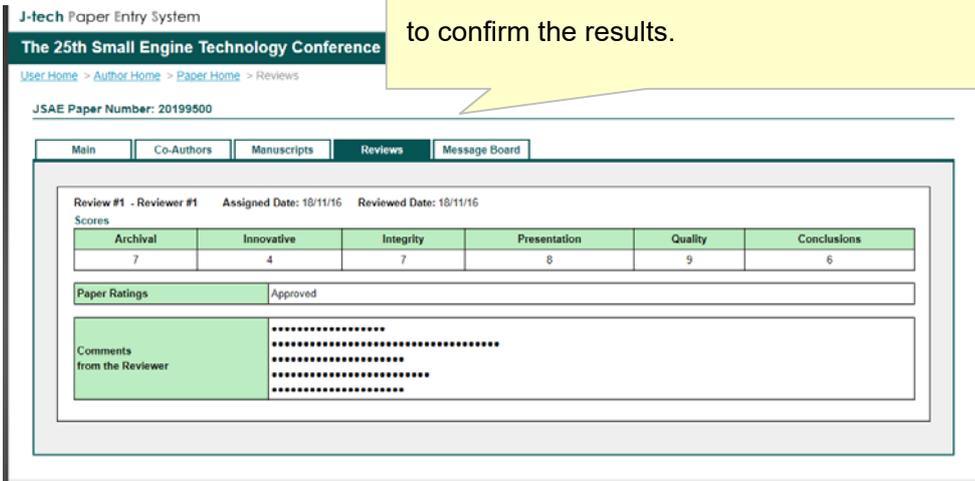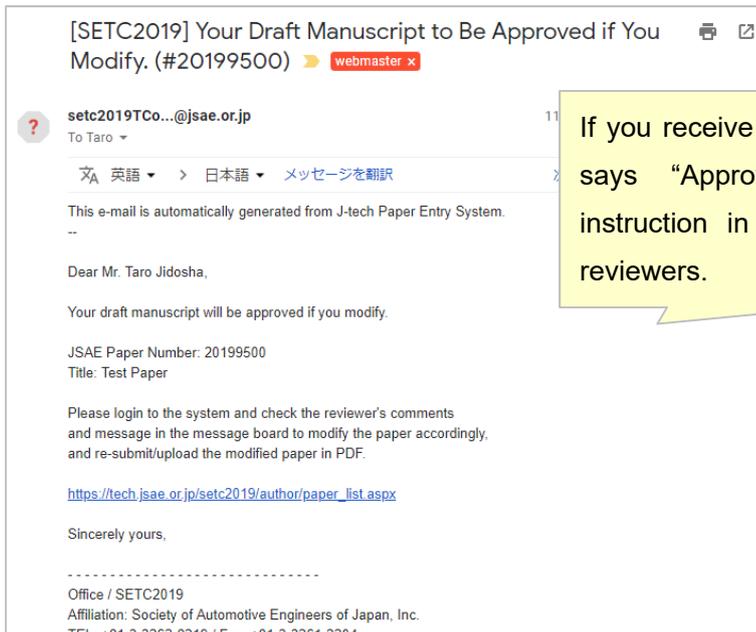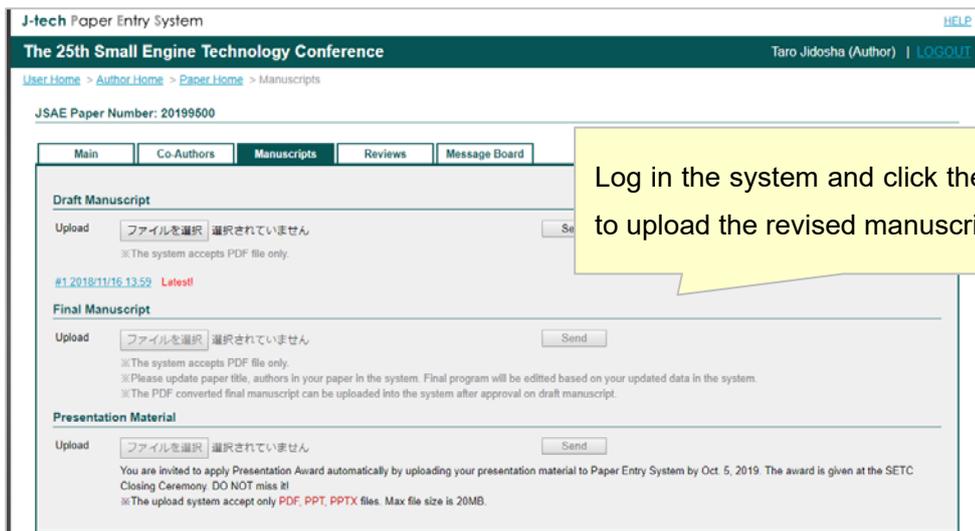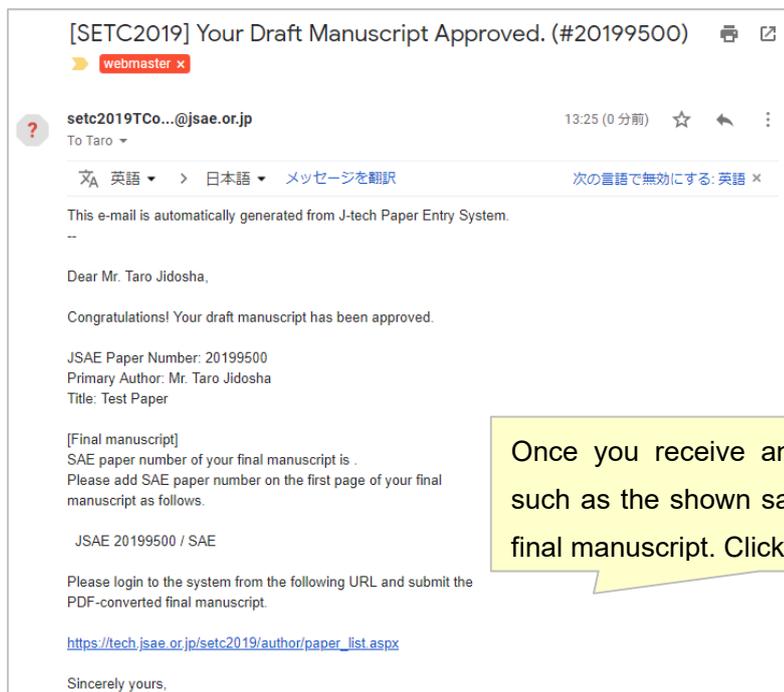
(Step 2)

Log in the system and click the tab "Manuscript" to upload the revised manuscript.
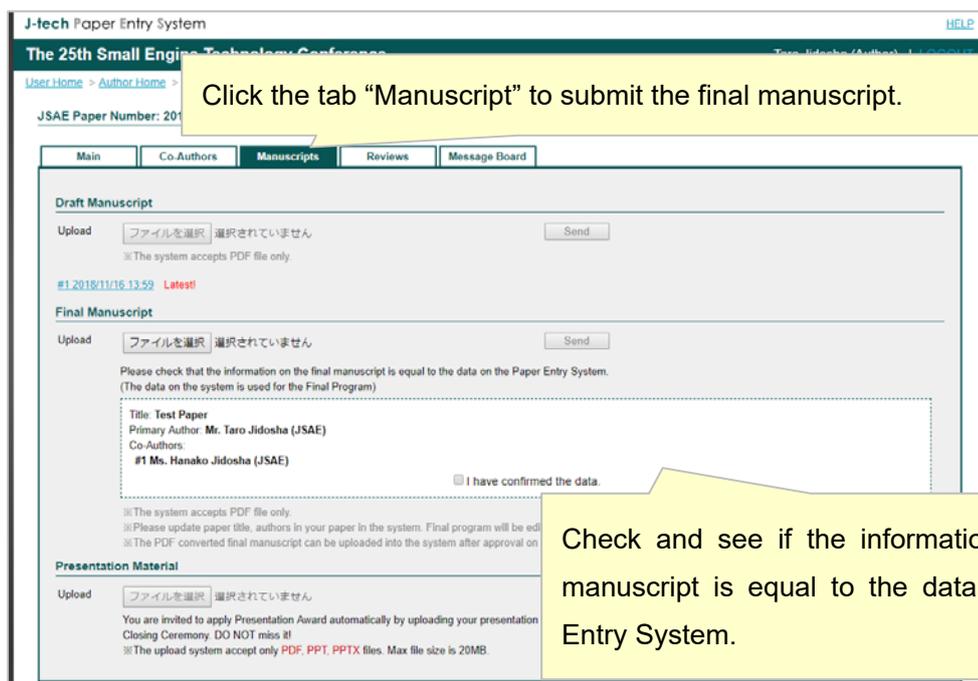
7. To submit the final manuscript

(Step 1)

Once you receive an e-mail from the system such as the shown sample, you can upload the final manuscript. Click the URL.

(Step 2)

Click the tab "Manuscript" to submit the final manuscript.

Check and see if the information on the final manuscript is equal to the data on the Paper Entry System.

If you have any question, contact the office on the Message Board of the Paper Entry System.

Thank you!