

SCHOLARONE MANUSCRIPTS™

v4.20 RELEASE NOTES

The following features are planned for release in ScholarOne Manuscripts v4.20. This document provides information about the default configuration values and configuration time required for each of the features. If you have any questions, please contact Chris Heid, Product Lead at 434.964.4040.

This release includes enhancements or changes that will immediately impact all ScholarOne Manuscripts users upon release. Please communicate to your users before the release to prepare them for any changes that might affect them. Other features must be activated by an administrator or ScholarOne representative for your users to benefit from the new functionality.

RELEASE SUMMARY

The default configuration settings and values for each of the features in the release are outlined below. If you wish to change any of the defaults, please contact ScholarOne by submitting a case via the 'Help' link on your ScholarOne Manuscripts site.

FEATURE	SUMMARY
Redesigned Log In	<p>The Log In page receives the new UI treatment along with usability improvements.</p> <p>Action Required: No action is required for this update.</p>
Enhanced Reset Password process	<p>New pages for the Reset Password process have been created using the new design, clearer copy, and improved error validation. When users create a new password, the instructions are clearer regarding password requirements.</p> <p>Action Required: No action is required for this update.</p>
Improved interstitial pages	<p>Users will see screens that use the new design when they come to the site via a deep link in an email. These screens are called "interstitials". Typically, users see these screens when replying to a request to review a manuscript.</p> <p>Action Required: No action is required for this update.</p>
New Incomplete Profile Intercept	<p>After logging in, users will see a new screen, instead of an alert, when their profiles need to be updated. This screen will detail all changes needed to their profile.</p> <p>Action Required: No action is required for this update.</p>
Usability and Design Enhancements	<p><i>ScholarOne Manuscripts</i> v4.20 will offer several additional usability and design enhancements including the activation of new HTML tags for use in configurable site instructions.</p> <p>Action Required: No action is required for this update.</p>

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FEATURE	SUMMARY
Site Acceleration in China	<p>Prior to login <i>ScholarOne Manuscripts</i> will offer users in China the option to switch to a version of the journal's website optimized for users in China.</p> <p>Action Required: No action is required for this update.</p>
Conversation Tool for Editors	<p><i>ScholarOne Manuscripts</i> will pilot conversation functionality for Editors and Admins allowing users in those roles to have ad hoc conversation on a manuscript.</p> <p>Action Required: This feature will be available via configuration.</p>
Updates to Supported Browsers, Operating Systems, and Country List	<p><i>ScholarOne Manuscripts'</i> supported browsers and operating systems list has been updated due to changes in the types of systems in use by our clients. The country names and country codes have been updated to match the current ISO 3166 list of country names and country codes.</p> <p>Action Required: No action is required for this update.</p>
Validation for Email Format	<p><i>ScholarOne Manuscripts</i> is moving to a stricter email addressing schema to ensure our outbound email processing is fully reliable and can be delivered to all users.</p> <p>Action Required: No action is required for this update.</p>
Funder Reporting	<p>In conjunction with the v4.20 release, <i>ScholarOne Manuscripts</i> will also launch two new reporting features aimed at funding data: A new Publisher level report aggregating funding data across a journal portfolio and several new funding related fields in Cognos for granular funding data within each journal.</p> <p>Action Required: No action is required for this update.</p>
Confirmations for Deeplinked Email Responses	<p>To resolve issues generated by network security services, such as Barracuda, <i>ScholarOne Manuscripts</i> will require users to confirm responses provided via deeplink when they are redirected to a journal site.</p> <p>Action Required: No action is required for this update.</p>

NEW LOG IN PAGE

The Log In page receives the new UI treatment along with usability improvements. Changes include:

1. The journal selection drop down, if needed for your site, has been moved up above Log In button.
2. A new tool has been added to the password field to allow users to see what has been typed.
3. Pressing the Enter button will now trigger the Log In button, making it easier to log in without a mouse.
4. New contextual links have been added for 'Reset Password' & 'Create An Account'.
5. The New Resources box links are now more concise and the label for "Journal Home" will now be configurable, using up to 40 characters.
6. The entire right-hand side can be used for journal copy.
 - Note: The "[create an account]({0})" and "[reset password]({1})" are simple shortcuts we have added so that users wishing to add a link for these actions to their instructions can do so easily. Other numbers (2, 3, etc.) will not resolve meaningfully.
7. New design used for multiple alerts, notices, and error messages.
 - Note: The new success message displayed after a password is updated is only shown after following the Reset Password process, not after being logged in and using Edit Account.

EXAMPLE LOG IN PAGE

Note that the email input box has been moved to its own page. This allows for better error handling and security.

The screenshot shows the ScholarOne Manuscripts™ interface. At the top, there is a navigation bar with 'English', 'Instructions & Forms', and 'Help'. Below this is a header for 'The Journal of User Experience' with a circular logo. A secondary navigation bar contains 'Log In', 'Reset Password', and 'Create An Account' buttons. The main content area features a 'Log In' form on the left and a welcome message on the right. The form includes a 'Journal' dropdown menu, 'User ID', and 'Password' fields, along with 'Reset Password', 'Log In', and 'Create An Account' buttons. A 'Resources' section at the bottom lists links for 'User Tutorials', 'Submission Template', 'Journal Home', and 'Help / Site Support'. The footer contains the 'SCHOLARONE™' logo and the 'THOMSON REUTERS™' logo.

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PASSWORD REVEAL TOOL

By clicking on the eye to the right of the password, the user can reveal what they have typed.

Password 

[Reset Password](#)

Password 

[Reset Password](#)

EXAMPLE MESSAGES AND ERRORS ON LOG IN

Success! Your password has been updated. 

Thank you for suggesting replacements. 

 **NOTICE: This site is under configuration. Submissions will be deleted.**

 **Your temporary password has expired. You must [reset your password](#) again to log in.**

 For your security, you have been logged out due to inactivity.

 **Please add this site to your pop-up blocker exception list**

Blocking pop-ups on this site may prevent peer-review related e-mails from being sent.

[More information on disabling pop-up blockers](#)

NEW RESET PASSWORD PAGES

New pages for the Reset Password process have been created using the new design, clearer copy, and improved error validation. When users create a new password, the instructions are clearer regarding password requirements. They also have the option of using the new password tool to see what they have typed prior to submission.

FIRST SCREEN FOR RESETTING PASSWORD

Note that the email input box has been moved to its own page. This allows for better error handling and security.

Log In Reset Password Create An Account

Reset Password

* = Required Fields

* Your Primary E-mail For This Site

Cancel Send Reset Link >

RESET PASSWORD CONFIRMATION

Reset Password

✔ Please Check Your E-mail for Instructions

If the email you entered matches an account on file, instructions will be sent shortly.

If you do not receive instructions within the next 15 minutes, please check your spam/junk folder.

Still need help? [Contact support](#) for assistance.

CREATE NEW PASSWORD

Log In Reset Password Create An Account

Create New Password

Password Requirements:

- Cannot be a recently used password
- Cannot be the same as your username
- Minimum of {Value} characters
- Minimum of 2 numbers
- Minimum of 1 letter (*Upper or lower case*)

* = Required Fields

* New Password

* Re-type New Password

Passwords do not match

Cancel [Submit & Go to Log In Page](#)

PASSWORD REVEAL TOOL

By clicking on the eye to the right of the password, the user can reveal what they have typed.

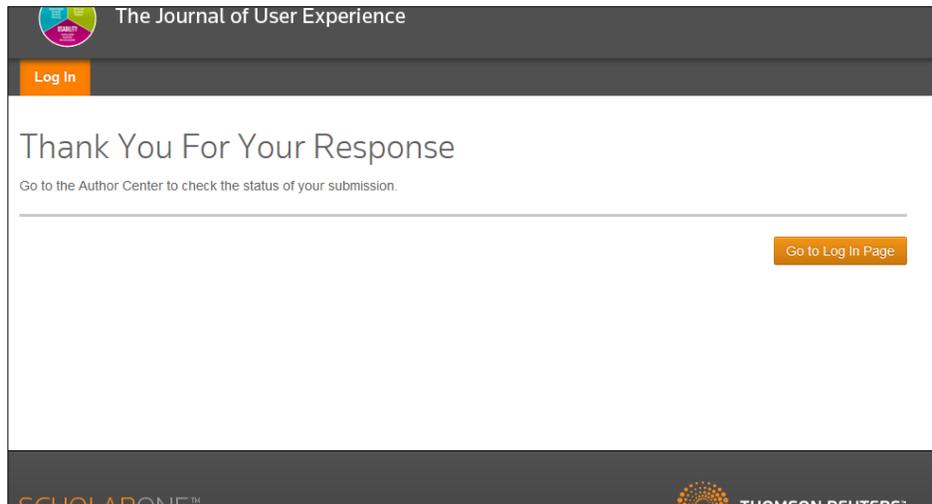
* New Password

* New Password

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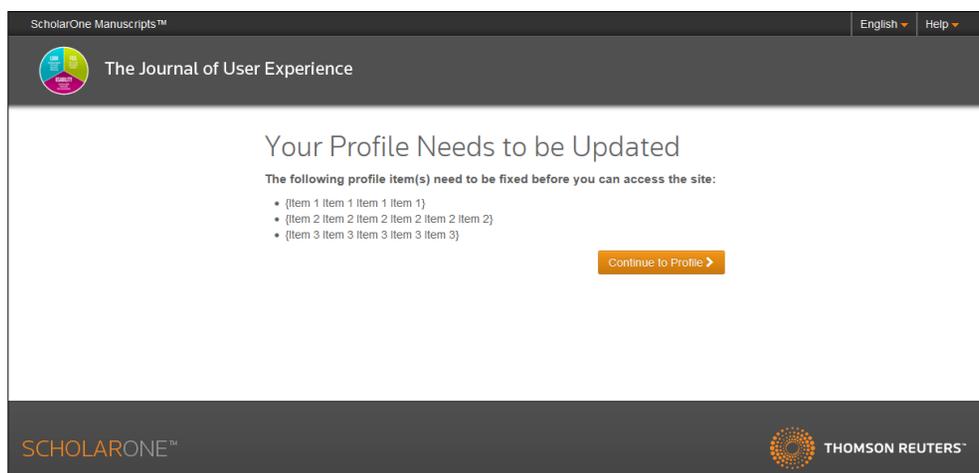
NEW INTERSTITIAL PAGES

Users will see screens that use the new design when they come to the site via a deep link in an email. These screens are called “interstitials” and they appear at intermediate steps on the site, usually to provide the user important information or a confirmation message. Commonly, users see these screens when replying to a request to review a manuscript.



NEW INCOMPLETE PROFILE INTERCEPT

After logging in, users will see a new screen, instead of an alert, when their profiles need to be updated. This screen will detail all changes needed to their profile.



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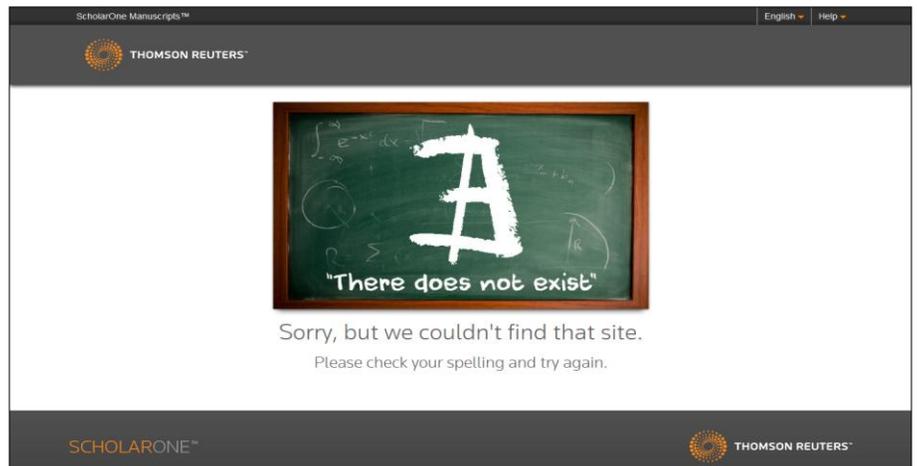
NEW HTML ATTRIBUTES OF IMG TAGS ACTIVATED

New instruction areas such as Log-In, Home, and Author Dashboard pages/sub-pages will now allow the following additional HTML Attributes for images to assist in formatting your content.

- Width
- Height
- Alt (*Helps with accessibility*)
- Align (*Helps to align text around images*)

NEW "SITE NOT FOUND" PAGE

When the user types (or mistypes) an address for a journal that does not exist, they will see a new "Site Not Found" screen. Previously, users were redirected to the ScholarOne corporate website, creating confusion and making it more difficult to find the intended site.



UPDATED BREADCRUMB BACKGROUND

Breadcrumb background will now be distinguished from the tabs.

BEFORE



4.20

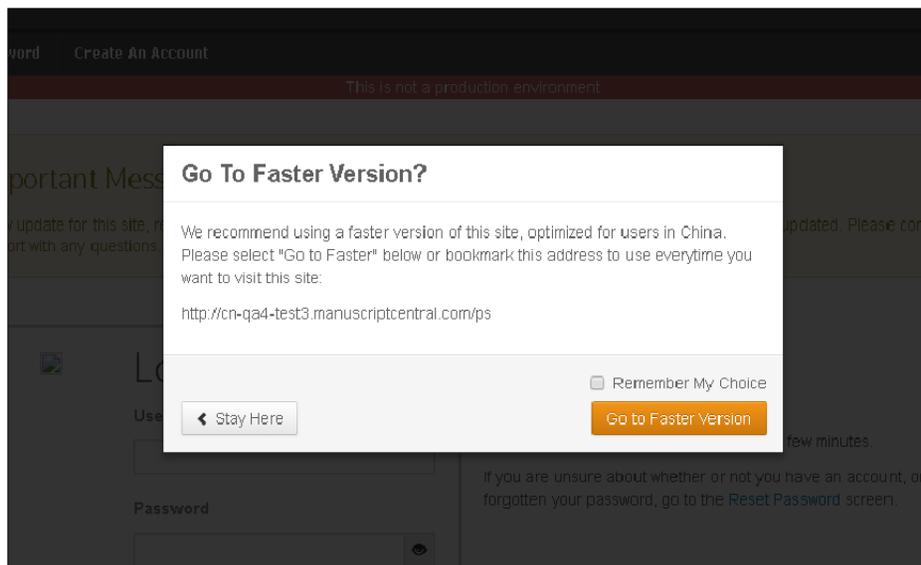


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SITE ACCELERATION IN CHINA

For some time we have heard concern from clients that users within China were experiencing low performance and long load times. While internet infrastructure and policy vary across the globe and these types of issues are not unique to ScholarOne, we wanted to see if we could tackle this pain point frequently brought to our attention.

To help alleviate this issue, we were able to gain access to a network providing faster internet routing within China. To take advantage of this accelerated path, users in China will need to access journal sites using a new URL. Please note the new web address does not mean these are different sites. The new URL only affects the routing of the communication. Users will see the same site and the same data regardless of which address they use.



To guide users in China to this accelerated option, *ScholarOne Manuscripts* will include a modal notification prior to Login. If the system detects a user is accessing the site from within China, a message will alert them and provide a link to the accelerated URL. An option to store the user preference will also be offered so they can be redirected automatically upon future visits. Notification and redirect occur prior to log in, users accessing site functionality via a deep link will not move to the accelerated site until they login. **Site Acceleration in China will roll out to all S1M sites shortly after the v4.20 release.**

CONVERSATION TOOL FOR EDITORS

In today's publishing environment collaboration between editors is essential and does not always fall neatly into the structured milestones of the peer review process. Whether you are deciding editorial assignments by committee, discussing a potential conflict of interest, or just asking a couple of trusted colleagues for a second opinion, at some point you have likely needed to pull in an extended group of journal staff to discuss a manuscript outside of the normal workflow. To support this need, *ScholarOne Manuscripts* will pilot and then launch a new tool for facilitating conversation and collaboration on submissions across a team of editors.

The **pilot period** will begin immediately after the v4.20 release and run for roughly two months. Fifty journals will adopt the tool and provide feedback on its value and limitations. Once the pilot is complete we plan to make the Conversation Tool available to all journals on ScholarOne Manuscripts. Complete rollout of this feature is expected in February 2017.

CONVERSATION ROLES AND PERMISSIONS

Access to the Conversations tool will be limited to Admin and Editorial role types. Each unique role within these two role types may have different permissions assigned. The possible permissions are:

- **Initiate and Close/Reopen Conversations** – Users with this permission will be able to start new conversations on manuscripts to which they have access and add participants to conversations even if they did not initiate the conversation. They will be able to close active conversations and, if needed, reopen previously closed conversations. They will also be able to create conversation groups (discussed later).
- **Participate in Conversations** – Users with this permission will appear as eligible conversation participants for each conversation. If requested to participate by the conversation's initiator, they will be given access to the manuscript and have permission to post comments to each conversation for which their comments are requested (this tool will support multiple conversations per manuscript with different participants).
- **None** – Users will not see or be eligible to participate in any conversations. This is the default permission level.

CONVERSATIONS TAB AND INITIATING A CONVERSATION

All manuscript conversations and conversation management functionality will be housed in a new tab on the Manuscript Details page. The new left-hand tab called 'Conversations' will dynamically generate based on the user's conversation permissions and/or the user being a participant in any conversations.

- Users without conversation permissions will never see the conversations tab and will not be able to see or participate in any conversations.

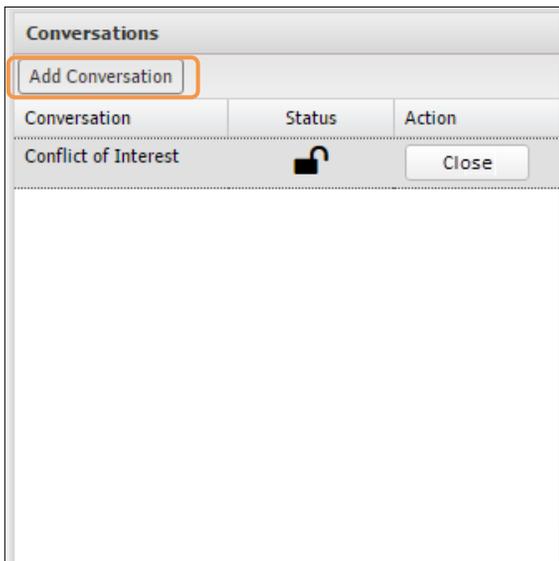
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- Users with the **Initiate and Close/Reopen Conversations** permission will see the 'Conversations' tab on all manuscripts to which they have access. From this tab, they will be able to initiate conversations, request participants, create conversation groups, and close completed conversations.
- Users with the **Participate in Conversations** permission will see the 'Conversations' tab on manuscripts for which they have been requested to provide a comment. If a manuscript contains multiple conversations, the user will only see the conversations to which they were requested. **Note: Requesting comment from an editor gives the editor access to all manuscript files and metadata, as if they were assigned to the paper. These manuscripts will also appear in searches run by the editor.** However, they will not be able to complete manuscript tasks.
- **Note:** Users in proxy mode will not see the Conversation tab regardless of permissions.

The example (right) shows the new Conversations tab as it appears for a user with Initiate and Close/Reopen permissions. The section displayed below, **Manage**, will only display to conversation initiators. This section is used to open and close conversations, as well as request and notify participants. This example shows a manuscript prior to any conversation activity.

The screenshot displays the 'Manuscript Details' page for manuscript ID WRK4-16-Jul-0027. The page includes a sidebar with navigation options: Manuscript Information, Audit Trail, Manuscript Files, and Conversations (highlighted with an orange box). The main content area shows the manuscript title, submission date (20-Jul-2016), and a list of files including 'Original Article'. Below this, there are tabs for 'Posts', 'Manage' (highlighted with an orange box), and 'Groups'. The 'Conversations' section is currently empty, with an 'Add Conversation' button. To the right, the 'Conversation Participants' table is also empty, with columns for Name, Notify, Last notified, and Remove. At the bottom right, there is a button labeled '**Notify Selected Participants**'.

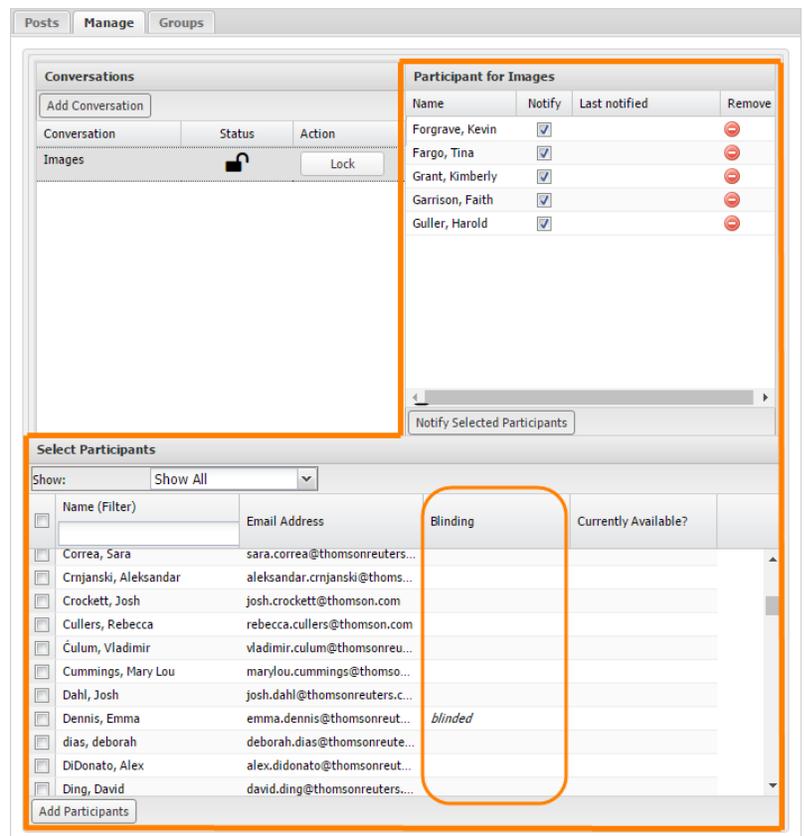
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To initiate a conversation, the user clicks the 'Add Conversation' button in the header of the Conversation table. This will open a text area where the user can enter the desired title of their conversation and save it. To the left you can see a conversation called 'Images' was created. The open lock icon in the 'Status' column denotes that the conversation is open. Clicking the 'Close' button in the "Action" column will close the conversation to further comment.

Once a conversation is created, the conversation title may be edited by double clicking the title. **Please note that once created, a conversation cannot be deleted.**

Once the conversation is initiated, the user may invite participants by adding their names to the 'Conversation Participants' table. The conversation initiator and any assign editors/admins with the proper authorization are automatically added to the conversation when it is created. If they are not needed, they can be removed by clicking the red icon in the remove column. To add additional participants, the user first locates the desired participant(s) in the selection area at the bottom of the Manage section. All users with the 'Participate in Conversations' permission will be displayed in this section. If a user is blinded from the paper, their status will be noted in the Blinding column and the system will block attempts to invite them. To help conversation initiators quickly find participants, we have included an active filter in the 'Name' column. By typing in a few letters of the colleague's name, the user can dynamically filter the list to matching results in real-time. The 'Display' menu in the header allows the user to quickly filter the list by Group (see Groups below)



When the desired participant(s) are located, the user moves them to the 'Conversation Participants' table above either by checking the box next to their name in the selection area and clicking the 'Invite Selected Participants' button or dragging and dropping the records into the 'Conversation Participants' table. Added participants have immediate access to the conversation via the 'Posts' tab.

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To avoid unnecessary or bothersome email notifications, participants are not notified automatically of a conversation request. Instead, we have given the conversation initiator tools to easily manage notifications.

When a participant is first added, the 'Notify' column is checked by default.

When the list is complete, the user can simply click the 'Notify Selected Participants' button to send out email notifications. If the initiator feels the need to send a follow-up notification to only a few individuals, they simply recheck the 'Notify' box for those participants and click the notify button again. The 'Conversation Participants' table tracks the date each of participant's last notification so the user can make informed decisions on follow-up notifications, even if the participants were added and notified at different times.

Name	Notify	Last notified	Remove
Albinus, Jenny	<input checked="" type="checkbox"/>		
Abbott, Kirsty	<input checked="" type="checkbox"/>		
Stokes, Ian	<input checked="" type="checkbox"/>		
Garnett, Jessica	<input checked="" type="checkbox"/>		
Gerber, Adrienne	<input checked="" type="checkbox"/>		
Gianchandani, ...	<input checked="" type="checkbox"/>		
Mowery, Greg	<input checked="" type="checkbox"/>		

Name	Notify	Last notified	Remove
Albinus, Jenny	<input type="checkbox"/>	25-Aug-2016 06:20:0...	
Abbott, Kirsty	<input type="checkbox"/>	25-Aug-2016 06:20:0...	
Stokes, Ian	<input type="checkbox"/>	25-Aug-2016 06:20:0...	
Garnett, Jessica	<input type="checkbox"/>	25-Aug-2016 06:20:0...	
Gerber, Adrienne	<input type="checkbox"/>	25-Aug-2016 06:20:0...	
Gianchandani, ...	<input type="checkbox"/>	25-Aug-2016 06:20:0...	
Mowery, Greg	<input type="checkbox"/>	25-Aug-2016 06:20:0...	

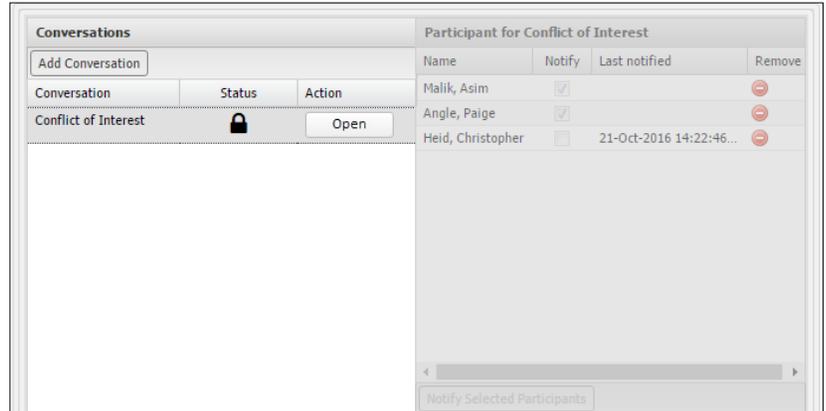
A new email template will be available for notifying participants of a conversation request. Two new email tags have also been created to facilitate conversations: `##CONVERSATION_TITLE##` will resolve to the title of the associated conversation and `##JOIN_CONVERSATION##` will be a deeplink to the appropriate Conversation tab .

While users with permissions to initiate and manage conversations will see three sections on the 'Conversations' tab, users authorized only to participate will see one section, **Posts**. In the example below, Editor Ian Stokes has been requested to participate in two conversations for this particular manuscript. One titled 'Images', which he is currently viewing (noted by the grey highlight) and another titled 'Conflict?' to which he could toggle via a simple click. All participants of the selected conversation are listed directly below and the conversation is available to the right. Comments are sorted in chronological order. The text editor supports a few key HTML commands: **bold**, *italics*, underline, and automated lists (numerical and bulleted). The Conversations column on the left is collapsible to give participants more space to work.

The screenshot shows a user interface with a left sidebar and a main content area. The sidebar has a 'Conversations' column with three items: 'Conflict', 'Images?' (highlighted in grey), and 'Images?'. Below this is a 'Participants' list for the selected conversation: Potter, Ian; Rohrbacher, Damian; Mowery, Greg; Cooney, Jane; Heid, Christopher. The main content area is titled 'Conversation Details' and shows a 'Post' by Christopher Heid (11-Nov-2016 10:40:49 EST) with the text: 'Do you believe the images submitted with this article are appropriate for the cover?'. Below it is a post by Jane Cooney (11-Nov-2016 10:41:54 EST) with the text: 'I believe they are quite topical but would like to get Ian's opinion.' At the bottom, there is an 'Add Post' section with a rich text editor containing bold, italic, underline, and list icons, and a 'Post Comment' button.

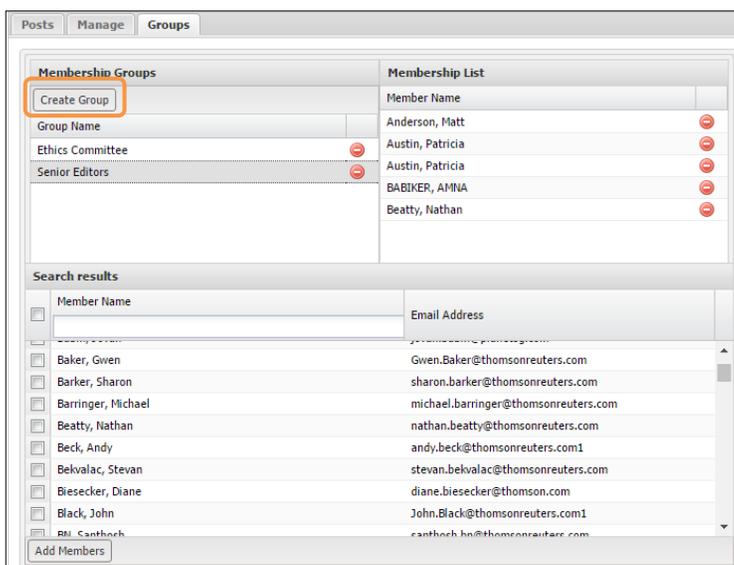
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Closed conversations will remain visible to their participants but additional comments will not be allowed.



CONVERSATION GROUPS

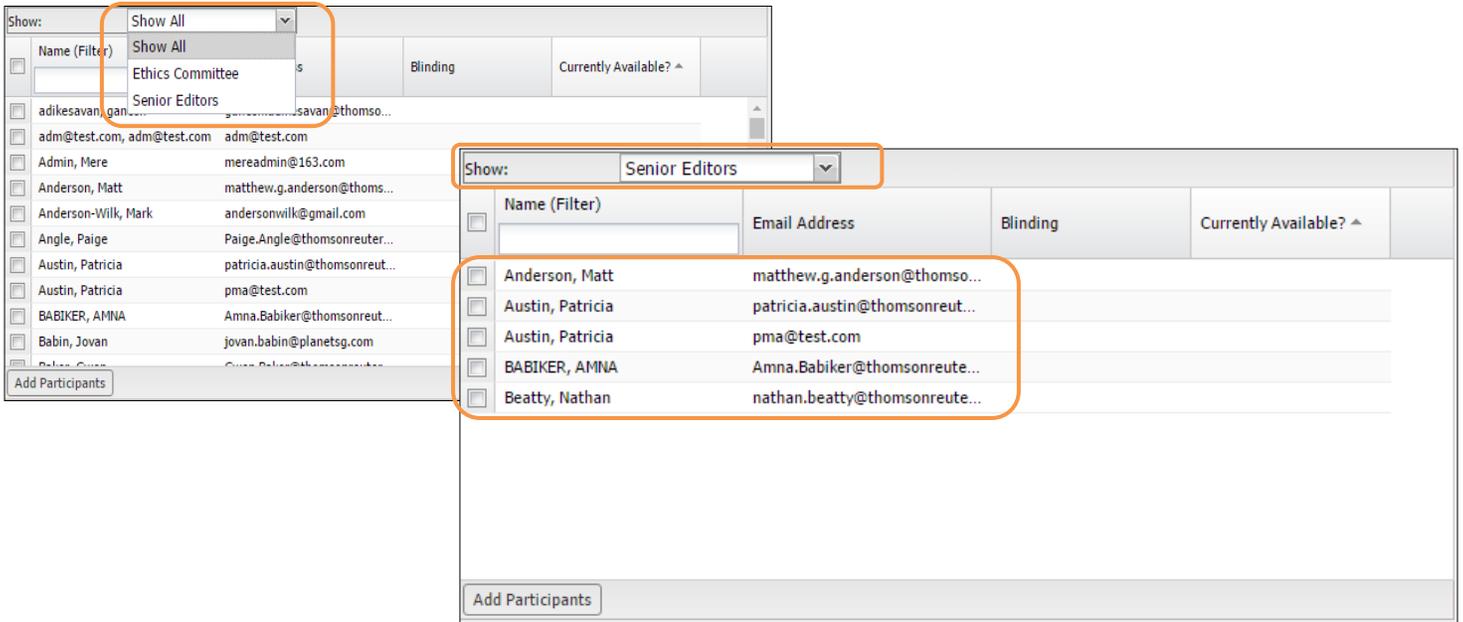
Early in the design process for the Conversations feature, we realized a number of the use cases we were trying to solve required a common group of editors to converse regularly on different manuscripts. For example, six or seven senior editors doing triage and assigning out every paper making it past Admin checklist or a committee of 10, discussing every potential case of plagiarism. Given the frequency with which these groups may need to convene, why should the conversation initiator have to search through the list of all possible participants just to start a routine conversation? Enter Conversations Groups. Located in a third section on the 'Conversations' tab, the 'Groups' section allows users with initiate and manage permissions to create custom, persistent conversation groups for their site. Once created, a conversation group is available to any user initiating a conversation on any manuscript.



Group management works in a process very similar to conversation management. To add a new group, the user clicks the 'Create Group' button in the header of the Membership Group table. This will open a text area where the user can enter the desired title of the group and save it. To the right you can see two groups, 'Senior Editors' and 'Ethics Committee' have been created. The red and white button to the right of the group title will delete the group. The title of an existing group is editable by double clicking it. In this example the group 'Senior Editors' is selected as denoted by the grey highlight. At this point, the user can add members to the group by locating them in the table below and moving them to the Membership list in the same manner as participants would be added to a conversation. Individual members may be removed from a group by clicking the red and white button next to their name.

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Existing groups for the site will appear in the 'Show' dropdown on the 'Manage' tab allowing the user to quickly filter the full list of participants to only group members and easily add them en masse to the conversation by .

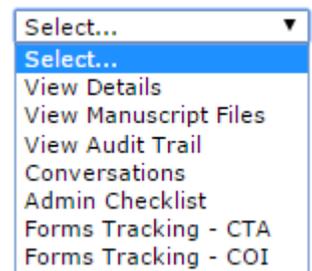


CONVERSATION QUEUE, TAKE ACTION DROPDOWN, AND REVISIONS

Editors with active conversations will be able to monitor conversations through a new queue in the Editor Dashboard. This queue will show the total number manuscripts containing at least one active conversation for the editor. When clicked, the queue will display a list of manuscripts, each with a Take Action link guiding the user to the Conversations tab.

For added ease of use, we have also provided Admins with a link from the 'Take Actions' dropdown within manuscript search results to the Conversations tab. The 'Take Actions' button for Editors will still link to the workflow tasks.

Conversations are unique to each version of a manuscript and will not span revisions or resubmission. A conversation participant on a prior version will still be able to access those comments by pulling up the prior version.



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UPDATES TO SUPPORTED BROWSERS, OPERATING SYSTEMS, AND COUNTRY LIST

Each year, ScholarOne reviews the web statistics that report on the most commonly used browsers and operating systems in order to provide the best possible experience to the largest number of users and clients. With this information and in support of future product direction, we determine the browsers and operating systems that will receive the highest level of support; this includes thorough QA testing, readable and usable content, minimal variations regarding the display of content, fully-styled page presentation and all functionality must work. With the v4.20 release, the highest level of support will be provided for the following:

OPERATING SYSTEM	BROWSER
Windows	Internet Explorer 9
	Internet Explorer 10
	Internet Explorer 11
	Firefox 46
	Chrome 50
Mac OS X	Firefox 46
	Chrome 50
	Safari 9

VALIDATION FOR EMAIL ADDRESS FORMAT

ScholarOne Manuscripts is moving to a more conservative email addressing schema, similar to those used by Facebook and Gmail, to ensure our outbound email processing is fully reliable and can be delivered to all users. With the 4.20 release, ScholarOne sites will begin validating all email addresses against this schema to ensure they meet common formatting standards. If the email address entered fails the validation, the user will be alerted and asked to provide a functional email address.

EMAIL FORMATTING REQUIREMENTS IN V4.20

An email address must consist of two parts, local and domain, separated by an @ symbol; the combined length may be no more than 256 characters.

Characters Allowed

Local

ASCII Printable Characters

- Alphabetic characters, uppercase and lower case
- Digits 0-9
- Special characters ! # \$ % & ' * - / = ? ^ _ ` { | } ~
- Dot(.) – Not allowed at the beginning or end of the address and not allowed to appear consecutively
- Plus(+) – The local part of an email address may not be entirely composed of plus signs.

Domain

ASCII Printable Characters

- Alphabetic characters, uppercase and lower case
- Digits 0-9
- Dot(.) - exception at the beginning or end of the address and not two or more times consecutively
- Hyphen(-) - Not allowed at the beginning or end of the address and not allowed to appear consecutively

Characters Not Allowed

Extended ASCII - Š Œ Ž š œ ž Ÿ À Á Â Ã Ä Å Æ Ç È É Ê Ë Ì Í Î Ï Ð Ñ Ò Ó Ô Õ
Ö Ø Ù Ú Û Ü Ý Þ ß à á â ã ä å æ ç è é ê ë ì í î ï ð ñ ò ó ô õ ö ø ù ú û ü ý
þ ÿ

As a means to proactively alert users to email delivery issues, ScholarOne Manuscripts will validate address formats prior to sending manual email messages. Users attempting to send an email with an address not meeting validation standards will be alerted and asked to correct it. These validations will encompass email templates and check to make sure email tags used in address fields actually resolve to email addresses. To help journals manage this process, we have created a new tool which exports a .csv file containing a list of all email templates and the exact location of any validation failures.

By validating more strictly on email format, we will cut the number of undeliverable email attempts sent from ScholarOne and help journals communicate more effectively by insuring emails have the best opportunity to reach their intended recipients.

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E-Mail **Note to users:** This area requires user training. New and existing email templates are formatted, modified and activated here.

Select area:

Hyperlink E-Mail

E-Mail Templates	Default	Active	Modify	Delete
Hyperlink E-Mail (From Within Mss Details) - add template		<input checked="" type="checkbox"/>		
Hyperlink E-Mail (From Within Mss Details)	<input type="radio"/>	<input checked="" type="checkbox"/>		
Hyperlink E-Mail (From Outside Mss Details) - add template		<input checked="" type="checkbox"/>		
Hyperlink E-Mail (From Outside Mss Details)	<input type="radio"/>	<input checked="" type="checkbox"/>		
Author Hyperlink E-Mail (From Within Mss Details)		<input checked="" type="checkbox"/>		
Author Template	<input type="radio"/>	<input checked="" type="checkbox"/>		
Reviewer Hyperlink E-Mail (From Within Mss Details)		<input checked="" type="checkbox"/>		
Reviewer Template	<input type="radio"/>	<input checked="" type="checkbox"/>		

Save

E-Mail Tools

Search and Replace text within e-mail templates

- Download existing e-mail templates, edit them off-line, then upload the edited templates. Please use an XML editor such as Cooktop when editing this file.

1. [download an .xml.zip file containing current templates](#)
2. upload the edited .xml file: No file chosen

- Download csv file to check whether or not E-mail templates have valid e-mail addresses.

CHANGES TO EMAIL 'COMMON NAME' IN V4.20

In June of this year, *ScholarOne Manuscripts* added support for a Common Name field in S1M email. On supporting mail clients, the “common name” appears instead of the email address. When the common name was first released, it was set to display the name of the journal. For example, an email sent from ScholarOne may have the email address:

onbehalfof+Jane.Smith@example.com@manuscriptcentral.com

When this email is received, the recipient’s inbox displays it as being from ‘**Journal of Example**’. Based on client feedback, we will begin changing the common name field to display the sender’s first and last name, as provided on their S1 account, instead of the journal’s name. This will provide recipients greater visibility into the sender’s identity. This is particularly important for intra-journal communications where the name of the journal provides no visibility into the sender’s identity. System emails not sent from a user account will retain the journal as their common name.

Note: The transition of journal sites from ‘journal name’ to ‘sender’s name’ in the common name field will begin immediately after the v4.20 release but will take place on a staggered schedule. Details on the transition schedule will be provided at a later date.

v4.20 RELEASE NOTES

FUNDER REPORTING

In conjunction with the v4.20 release, ScholarOne Manuscript will be launching two new reporting functionalities around funding data.

FUNDERS PUBLISHER LEVEL REPORT

The first is a new Publisher level report showing aggregated submission statistics across a publisher's entire portfolio or within a custom group of journals.

The new report, titled Funders, in the Publisher Reporting dashboard provides the user with an aggregated list of all acknowledged funders on manuscripts submitted during the selected time period. Funder data is always pulled from the most recent version available to maintain lateness and accuracy. The Funder report displays:

- Funder Name - The name of the funder as listed by the author during submission. There will also be one row labeled <none> to aggregate submission with no funders acknowledged.
- Funder DOI - Funders selected from the Open Funder Registry (fka FundRef) will be linked to a DOI. This will display in the Funder DOI column. This field will appear blank for funders not linked to the Open Funder Registry.
- Ultimate Parent Organization – The Open Funder Registry maintains hierarchical relationships between funding institutions. This column will display the highest level parent of the funder in the Funder column. Funders without a parent organization appear as both the Funder and Ultimate Parent Organization. This field will appear blank for funders not linked to the Open Funder Registry.
- Ultimate Parent DOI - The DOI of the ultimate parent organization. This field will appear blank for funders not linked to the Open Funder Registry.
- Submissions Funded - Count of submissions with the funder listed.

Funder Name	Funder DOI	Ultimate Parent Organization	Ultimate Parent DOI	Submissions Funded
National Institutes of Health	http://dx.doi.org/10.13039/100000016	National Institutes of Health	http://dx.doi.org/10.13039/100000016	84
National Cancer Institute	http://dx.doi.org/10.13039/100000017	National Institutes of Health	http://dx.doi.org/10.13039/100000016	23
NIH Clinical Center	http://dx.doi.org/10.13039/100000018	National Institutes of Health	http://dx.doi.org/10.13039/100000016	43
National Center for Research Resources	http://dx.doi.org/10.13039/100000019	National Institutes of Health	http://dx.doi.org/10.13039/100000016	54
National Eye Institute	http://dx.doi.org/10.13039/100000020	National Institutes of Health	http://dx.doi.org/10.13039/100000016	23
National Human Genome Institute	http://dx.doi.org/10.13039/100000021	National Institutes of Health	http://dx.doi.org/10.13039/100000016	12
National Institute for Child Health and Human Development	http://dx.doi.org/10.13039/100000022	National Institutes of Health	http://dx.doi.org/10.13039/100000016	43
NIH Office of the Director	http://dx.doi.org/10.13039/100000023	National Institutes of Health	http://dx.doi.org/10.13039/100000016	54
National Heart, Lung, and Blood Institute	http://dx.doi.org/10.13039/100000024	National Institutes of Health	http://dx.doi.org/10.13039/100000016	23
National Institute Biomedical Imaging and Bioengineering	http://dx.doi.org/10.13039/100000025	National Institutes of Health	http://dx.doi.org/10.13039/100000016	65
National Center on Minority Health and Health Disparities	http://dx.doi.org/10.13039/100000026	National Institutes of Health	http://dx.doi.org/10.13039/100000016	54
National Center for Advancing Translational Science	http://dx.doi.org/10.13039/100000027	National Institutes of Health	http://dx.doi.org/10.13039/100000016	34
National Institute for Allergy and Infectious Disease	http://dx.doi.org/10.13039/100000028	National Institutes of Health	http://dx.doi.org/10.13039/100000016	34
Wellcome Trust	http://dx.doi.org/10.13039/100000029	Wellcome Trust	http://dx.doi.org/10.13039/100000017	65
Office of Cchemistry	http://dx.doi.org/10.13039/100000030	National Science Foundation	http://dx.doi.org/10.13039/100000018	45
Division of Emerging Frontiers	http://dx.doi.org/10.13039/100000031	National Science Foundation	http://dx.doi.org/10.13039/100000019	76
Division of Environmental Biology	http://dx.doi.org/10.13039/100000032	National Science Foundation	http://dx.doi.org/10.13039/100000020	67
Howard Hughes Medical Institute	http://dx.doi.org/10.13039/100000033	Howard Hughes Medical Institute	http://dx.doi.org/10.13039/100000021	34
Robert Wood Johnson Foundation	http://dx.doi.org/10.13039/100000034	Robert Wood Johnson Foundation	http://dx.doi.org/10.13039/100000022	45
Ames Research Center	http://dx.doi.org/10.13039/100000035	National Aeronautics and Space Administration	http://dx.doi.org/10.13039/100000023	45
Langley Research Center	http://dx.doi.org/10.13039/100000036	National Aeronautics and Space Administration	http://dx.doi.org/10.13039/100000024	56

v4.20 RELEASE NOTES

Each funder aggregated in the primary report appears as a link which the user can click to see the underlying data in a sub-report. For example, the report to the right displays the underlying, journal-level data for the funder, “National Center for Advancing Translational Science, part of the NIH.

Funders > National Institutes of Health > National Center for Advancing Translational Science
Filtered on: Geographic Region > North America; Europe
Filtered on: Open Access (Y/N) > No
Submissions Included: Original, Revisions
Date Submitted: Earliest to Latest

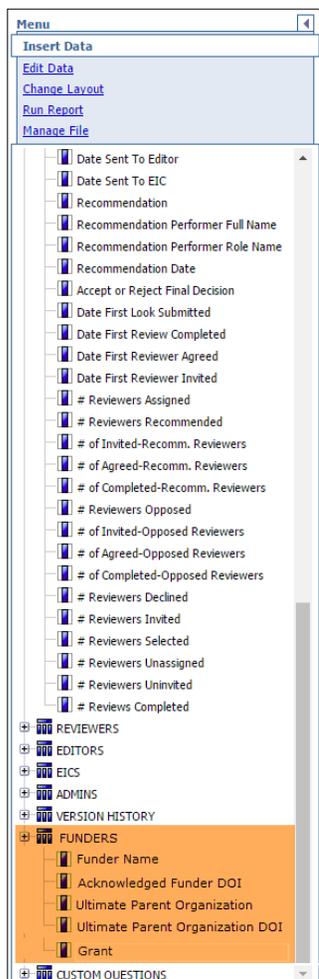
	Submissions Funded
Journal A	9
Journal B	25
All	34

AD HOC FUNDER FIELD FOR JOURNAL REPORTING

ScholarOne Manuscript will also add several new funder fields to our Cognos reporting platform. These new fields can be found in the Ad Hoc Peer Review Details reporting package grouped under the header “FUNDERS”. The fields include:

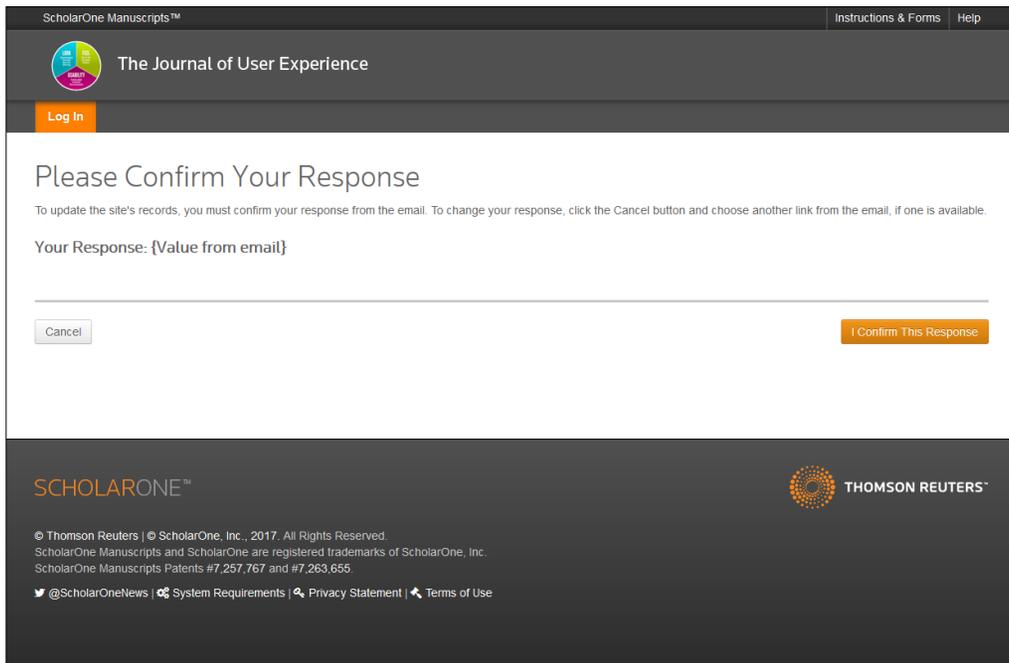
- Funder Name - The name of the funder as provided during submission.
- Funder DOI – Unique identifier of the acknowledged funder from the Open Funder Registry
- Ultimate Parent Organization - From the Open Funder Registry, the top-level organization of which the acknowledged funder is a constituent.
- Ultimate Parent DOI - Unique identifier of the Ultimate Parent Organization from the Open Funder Registry
- Grant Number - Unique value identifying the specific grant at the funding institution

Manuscripts with multiple funders and/or grants will display in a similar fashion to custom questions with a single manuscript generating multiple rows in the report to display the associated data.



CONFIRMATIONS FOR DEEPLINK EMAIL RESPONSES

Earlier this year, ScholarOne began receiving reports from clients that network security services, such as *Barracuda*, were clicking links found in emails as part of their fraud protection process. This creates a challenge for deeplink email tags used frequently in ScholarOne emails. These tags resolve to a hyperlink for the email recipient and allow the recipient to respond to the journal simply by clicking the link. The best example of these is found in Reviewer Invitation emails where potential reviewers can respond to the invitation by simply clicking one of three links for Agreed, Declined, or Unavailable. By systematically clicking embedded hyperlinks as emails are received, these security products were erroneously registering responses on behalf of users who had not yet read the email. After working with *Barracuda*, we determined the best resolution was to require users to confirm their response on a new page available through the deeplink. Prior to 4.20, the deeplink would simply take the user to a page to thank them for their response. With 4.20, users will confirm their deeplink response on this page. Once the user confirms their response they will be shown the standard thank you email.



The screenshot shows a web page titled "Please Confirm Your Response" from ScholarOne Manuscripts. The page header includes "ScholarOne Manuscripts™" and "The Journal of User Experience". A "Log In" button is visible. The main content area contains the heading "Please Confirm Your Response" and a sub-heading "Your Response: {Value from email}". Below this is a horizontal line and two buttons: "Cancel" and "Confirm This Response". The footer includes the ScholarOne and Thomson Reuters logos, along with copyright information and links to social media, system requirements, privacy statement, and terms of use.

These new confirmation pages allow ScholarOne Manuscripts to adapt new industry practices while maintaining user functionality.

Deeplink confirmations will be used for the following email tag response links:

- Invitation responses
- Create Revision link
- Create Resubmission link
- Approve manuscript transfer link