#### Author Tutorial: How to "Resubmit for Review"

#### **Overview**

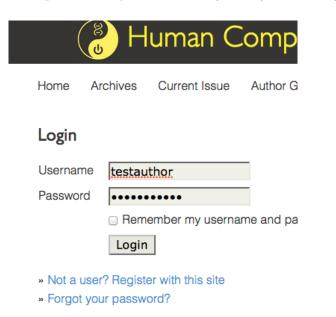
When reviewers recommend extensive revisions, the journal will sometimes request that authors implement those revisions and then resubmit the manuscript for a second round of reviews. In that case, the question arises:

"I have now made the requested revisions, how do I use the online system to resubmit my revised manuscript?"

This tutorial uses a series of screen shots for a "test author" to show how to resubmit a revised manuscript for review.

#### **Process**

1) Log in to the journal at http://hcjournal.org



2) Select the link for the active submission ("1 Active")

#### *Human Computation* – Author Guidelines Appendix A

Home	Archives Current Issue A		Autho	Author Guide		luide	Editors
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Human Computation							
» Author				1 Active		0 Archive	
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#### 3) Select the relevant paper – in this example "TEST PAPER"

## **Active Submissions**



## Start a New Submission

CLICK HERE to go to step one of the five-step submission process.

# 4) Select the "Review" tab

## #43 Summary

Summary Review Editing

# Submission

Authors Test Author
Title Test Paper

Original file 43-234-1-SM.DOCX 2015-01-29

Supp. files None ADD /

Submitter Test Author

Date submitted January 29, 2015 - 10:08 AM

Section Research

# 5) Scroll to the "Editor Decision" section at the bottom and upload the revised manuscript where it says "Upload Author Version"

#### #43 Review

Summary Review Editing

## Submission

Authors Test Author Test Paper
Section Research

Editor Pietro Michelucci

#### **PeerReview**

#### Round I

Review Version 43-235-1-RV.DOCX 2015-01-29

Initiated 2015-01-29

Last modified 2015-01-29

Uploaded file None

## **Editor Decision**

Decision Resubmit for Review 2015-01-29

Editor Version None
Author Version None

Upload Author Version Choose File no file selected

Upload

# 6) Verify that file has uploaded properly

# **Editor Decision**

Decision Resubmit for Review 2015-01-29

Editor Version None

Author Version 43-236-1-ED.DOCX 2015-01-29 DELETE

Upload Author Version Choose File no file selected Upload