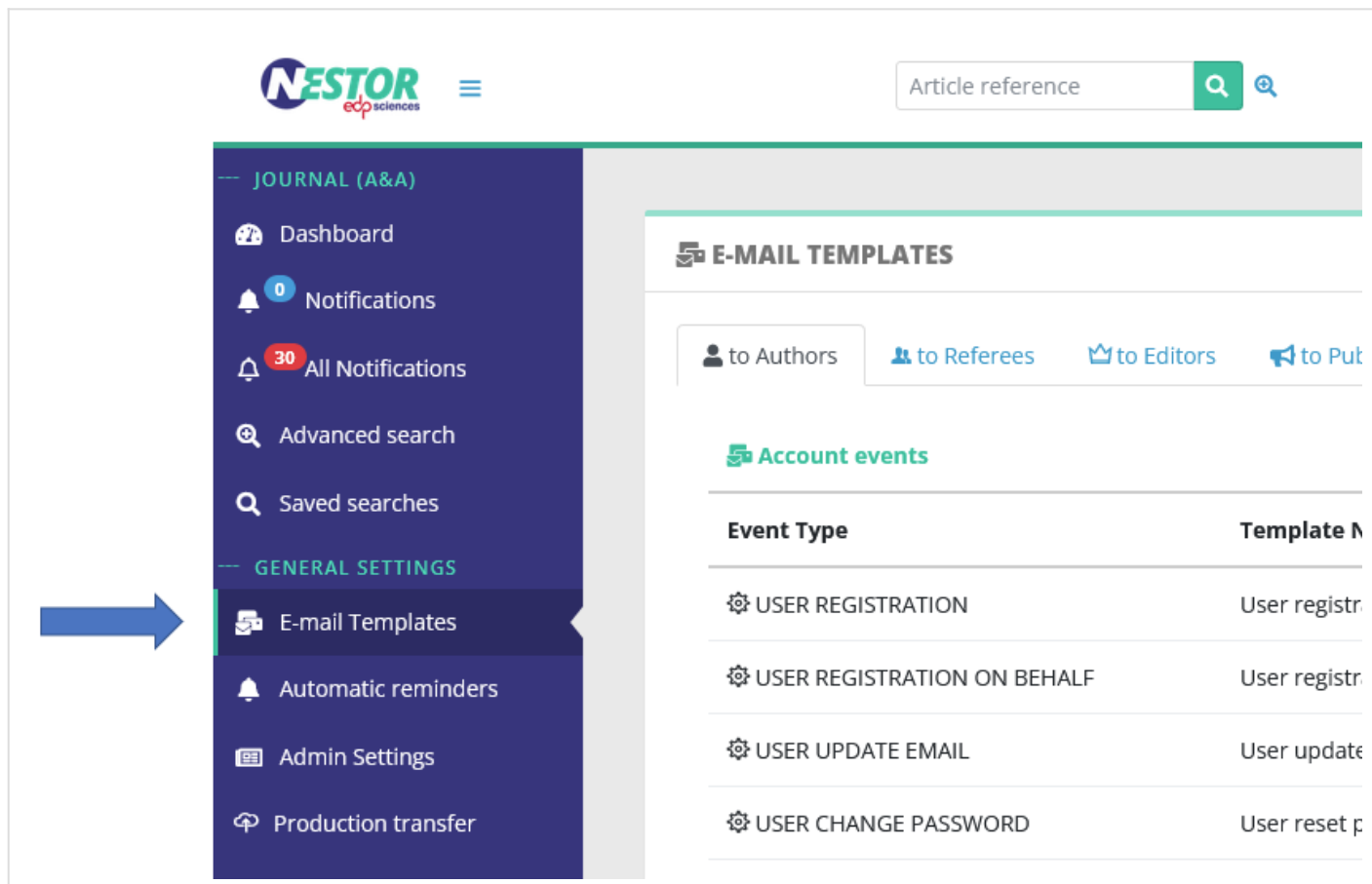


# Overview of the template configuration

All templates linked to your journal are stored in the templates configuration:

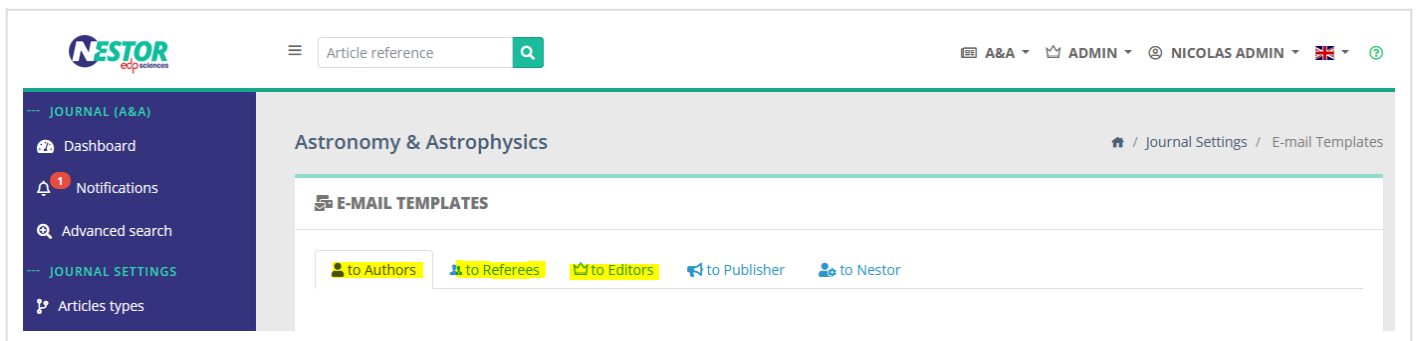


The screenshot shows the NESTOR ecp sciences interface. The left sidebar is dark blue with a menu. Under 'JOURNAL (A&A)', there are links for Dashboard, Notifications (0), All Notifications (30), Advanced search, and Saved searches. Under 'GENERAL SETTINGS', there is a link for E-mail Templates, which is highlighted with a blue arrow. Other links in this section are Automatic reminders, Admin Settings, and Production transfer. The main content area is titled 'E-MAIL TEMPLATES' and has tabs for 'to Authors', 'to Referees', 'to Editors', and 'to Pub'. Below the tabs is a section for 'Account events' with a table of event types and their corresponding templates.

| Event Type                  | Template N   |
|-----------------------------|--------------|
| USER REGISTRATION           | User registr |
| USER REGISTRATION ON BEHALF | User registr |
| USER UPDATE EMAIL           | User update  |
| USER CHANGE PASSWORD        | User reset p |

Existing templates are sorted:

- First, by recipient. Each family of recipient gets a thumbnail, where all templates are stored for this family:



- Second, by chronological order in the workflow process:
  - starting with account creation
  - following with peer review and decision events
  - up until production

|            |             |            |              |           |
|------------|-------------|------------|--------------|-----------|
| to Authors | to Referees | to Editors | to Publisher | to Nestor |
|------------|-------------|------------|--------------|-----------|

| Account events              |                            |
|-----------------------------|----------------------------|
| Event Type                  | Template Name              |
| USER REGISTRATION           | User registration          |
| USER REGISTRATION ON BEHALF | User registration by proxy |
| USER UPDATE EMAIL           | User update e-mail address |
| USER CHANGE PASSWORD        | User reset password        |

| Submission events |                                                 |
|-------------------|-------------------------------------------------|
| Event Type        | Template Name                                   |
| AUTHOR SUBMISSION | Article acknowledgement of receipt              |
| AUTHOR SUBMISSION | Co-author contribution validation               |
| CO-AUTHOR REINVT  | Co-author reinvitation                          |
| AUTHOR REVISION   | Revision acknowledgement of receipt             |
| AUTHOR DUE DATE   | Revised manuscript submission deadline extended |

| Editorial decision events         |                                  |
|-----------------------------------|----------------------------------|
| Event Type                        | Template Name                    |
| ARTICLE TECHNICAL CHECK NOT VALID | A&A format                       |
| ARTICLE TECHNICAL CHECK NOT VALID | Initial english revision request |
| ARTICLE TECHNICAL CHECK NOT VALID | Missing reference                |

- Note that [editable](#) and [automatic e-mails](#) are distinguished by the following icons:

| <div>E-mail Templates</div> <div>Reminders</div> <div>Production transfer</div> <div>USERS MANAGEMENT</div> <div>Editorial board</div> <div>Expertise fields</div> <div>Profiles</div> <div>Search users</div> | Submission events |                                                 |           |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------|-----------|---------|
|                                                                                                                                                                                                                | Event Type        | Template Name                                   | Activated | Actions |
|                                                                                                                                                                                                                | AUTHOR_SUBMISSION | Article acknowledgement of receipt              | Yes       |         |
|                                                                                                                                                                                                                | AUTHOR_SUBMISSION | Co-author contribution validation               | Yes       |         |
|                                                                                                                                                                                                                | AUTHOR_REVISION   | Co-author contribution validation               | Yes       |         |
|                                                                                                                                                                                                                | AUTHOR_REVISION   | Revision acknowledgement of receipt             | Yes       |         |
|                                                                                                                                                                                                                | AUTHOR_DUE_DATE   | Revised manuscript submission deadline extended | Yes       |         |

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