

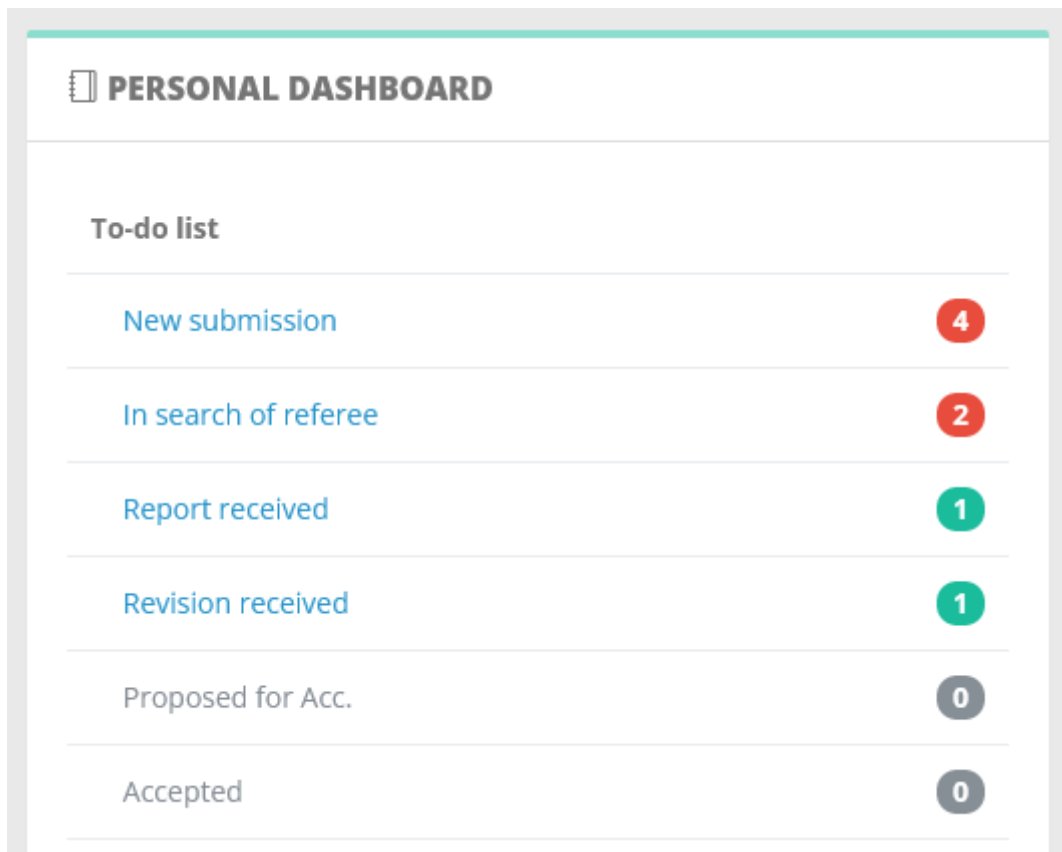
# Current editor and to-do list

## The current editor is responsible for moving an article forward:

- If an editorial action is expected (such as an assignment or a decision), then the current editor is responsible for performing this action
- If an author or referee action is expected, the current editor is responsible for following through and remind the latecomers.

In any event, the current editor is responsible of the timely processing of the manuscript, and make sure the workflow is not stuck.

## For this purpose, your personal to-do list keeps track of articles where you are current editor:



The screenshot shows a 'PERSONAL DASHBOARD' with a 'To-do list' section. The list includes categories like 'New submission', 'In search of referee', 'Report received', 'Revision received', 'Proposed for Acc.', and 'Accepted', each with a corresponding count in a colored circle. Red circles indicate overdue items.

Category	Count
New submission	4
In search of referee	2
Report received	1
Revision received	1
Proposed for Acc.	0
Accepted	0

The to-do list helps you identify articles where an action is expected from you. NB Red counters keep track of articles where the due date is passed, please pay particular attention to them.

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