

Configuration of file types

File types may be configured in the journal configuration, where file types are listed, and may be created, updated, or deleted:

The screenshot shows the 'EDIT FILE TYPE - COVER LETTER' configuration page. The left sidebar has a blue arrow pointing to 'File Types'. The main content area is divided into two sections: 'GENERAL SETTINGS' and 'WORKFLOW SETTINGS'. Under 'GENERAL SETTINGS', there are fields for 'Name' (Cover Letter), 'Code' (Cover letter), and a checked 'Activated' checkbox. Under 'WORKFLOW SETTINGS', there is a 'Description for authors' field containing 'Please indicate what's new and original in the results presented in your article.' and a checked 'Unique file' checkbox.

Clicking on “Edit file type” will get you to the file type configuration, where the following options must be edited for any given file type:

- General setting (labels and activation)
- Workflow settings, related to submission and [Similarity Check](#)
- Automatic renaming and extension checks:

Automatic renaming

If activated, this setting will automatically rename the file(s) according to the setting you define in the editable field. A default setting is provided, but you can define your own using variables and/or text.

`{{article.reference}}_rev{{revision.version}}_main_file`

File extensions locking

- Allow all extensions
- Allow only extensions specified here

NB Nestor also checks the file content to ensure it matches the extension media type.

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- Visibility settings

Revision #4

Created 5 May 2023 13:19:03 by Nestor

Updated 10 June 2024 13:13:13 by Nestor