

# 4.50 - Editor dashboard refactoring, minor graphic updates

27 July 2023

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## Editor interface: improvement of the personal dashboard

The personal dashboard received a major update regarding editorial responsibility. Beforehand, all articles were filtered according to the profile configuration:

To-do list	
New submission	1
In search of referee	5 1
Report received	1 1
Revision received	0
Proposed for Acc.	1
Sent to referees	
Peer review in progress	30
Sent to author	
Back to authors	0
Revision in progress	57
With another editor	
Revision registration	0
Accepted	1
Waiting EO proof validation	0
Production in progress	
In production	36
Waiting author proof validation	12
Finished	
Published	4999
Withdrawn	85
Rejected	418
Closed	176

Statuses filtered according to profile configuration:

- Current editor
- Editor in charge
- Assigned editor

Now, the to-do list will be treated distinctly, to display only articles where the editor is tagged as "current". Details are documented [here](#).

To-do list	
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Statuses filtered according to the current editor tag

Statuses filtered according to the profile configuration:

- Editor in charge
- Technical editor
- Assigned editor

## Editor interface: introduction of technical editors

The "technical editor" is a new notion to handle editorial responsibility regarding an article. It works similarly as the "editor in charge" tag, and is used to filter articles more precisely. It will be useful for any editor with a copyediting / proofreading profile. This new feature is configured in the profile.

## PROFILE RESPONSIBILITY

### When assigned, appoint as editor in charge

*This option is used to identify profiles responsible of the manuscript evaluation. As such, the option should be reserved to scientific editors. The consequences of activating this option are:*

- when assigned to a manuscript, an editor with this profile will get the "in charge" tag
- this tag may be used as a filter to configure this profile personal dashboard below
- editors with a chargeable profile can be suggested by the author during the submission process

### When assigned, appoint as technical editor

*This option is used to identify profiles responsible of the manuscript format. As such, the option should be reserved to language editors, copy editors etc. The consequences of activating this option are:*

- when assigned to a manuscript, an editor with this profile will get the "technical editor" tag
- this tag may be used as a filter to configure this profile personal dashboard below

## DASHBOARD CONFIGURATION

### Personal dashboard

*If enabled, the personal dashboard will display the table of articles relevant to this editor.*

*NB The to-do list will requests articles where the editor is "current".*

#### Configure ventilation criteria (excluding to-do list)

*This setting affects how articles are dispatched in the personal dashboard, excluding the to-do list. The default criterion is "assigned". Depending on your workflow, you may select an alternate criterion here.*

 Display articles where the editor is

Assigned ▼

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Assigned

Editor in charge

Technical editor

### Global dashboard by status

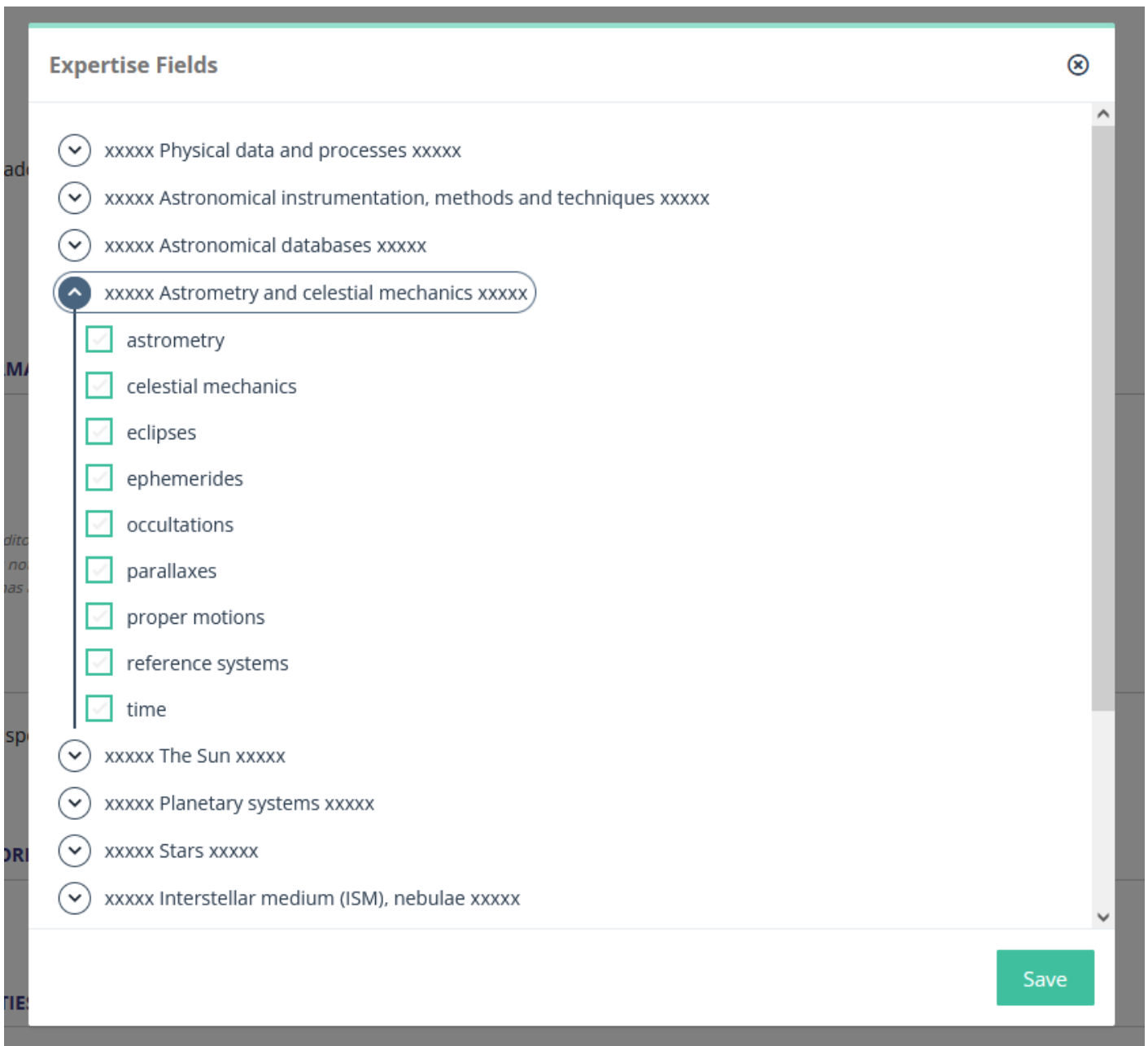
*Requires global journal access. If enabled, the dashboard will display a table of articles reported by status*

### Global dashboard by editor

*Requires global journal access. If enabled, the editor will display the list of active editors, and quick links to their personal dashboards*

# Expertise fields configuration

The interface used to link EFs to articles/authors was not super friendly. It has been made clearer:



## Datatables display configuration

Columns display choice is now much more intuitive, and column order is now saved properly:

Export Columns

Columns visibility

Search

Current Editor

Boes
Boes
Palaeon
Maison

Search Current Editor

- Reference
- Article Type
- Revision
- Author
- Title
- Country
- Status
- Last Update
- Language Editing
- Short Title
- Section

Revision #3

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