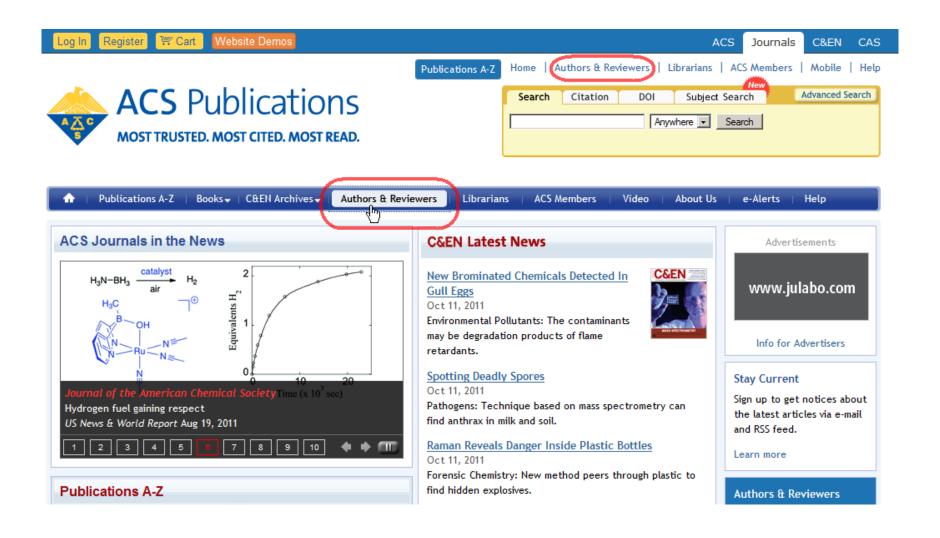
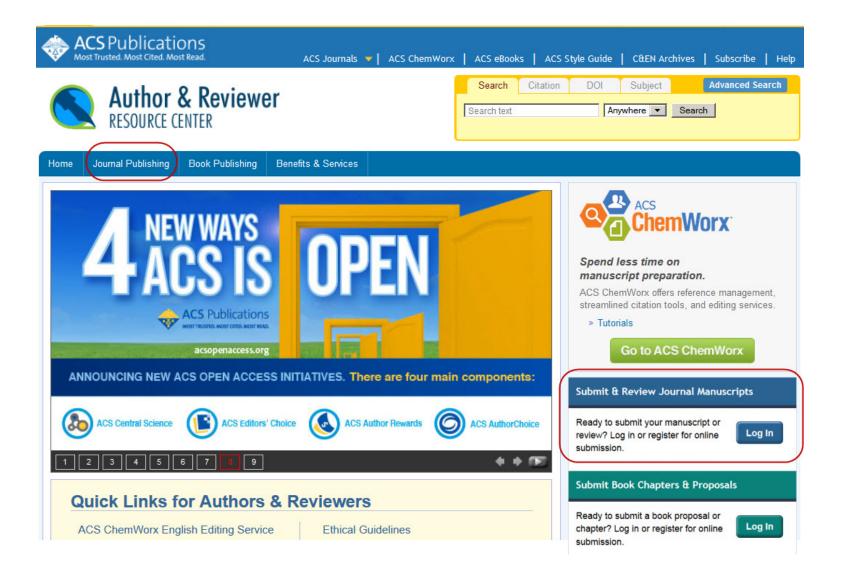


## QUICK GUIDE TO MANUSCRIPT SUBMISSION FOR ACS JOURNALS

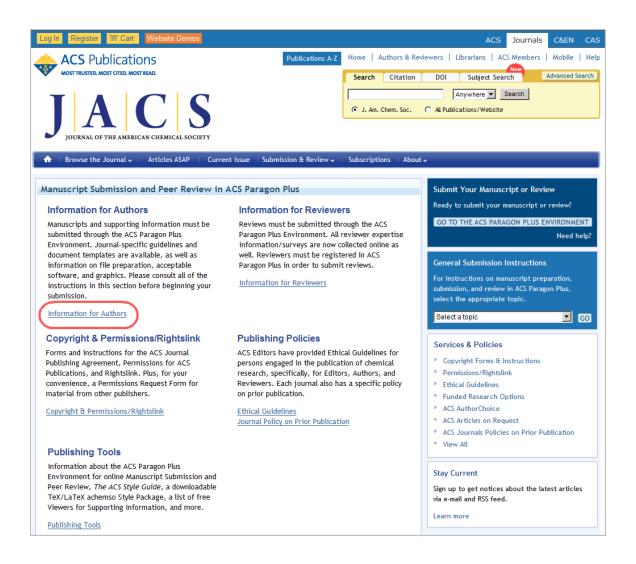
To begin a manuscript submission, the Corresponding Author clicks on one of the links for "Authors & Reviewers" from most pages on the PUBS website. Alternatively, each journal site has a link to "Submission & Review". The URL <a href="http://paragonplus.acs.org">http://paragonplus.acs.org</a> points directly to the Author & Reviewer Resource Center.



From the Author & Reviewer Resource Center, the Corresponding Author clicks on "Journal Publishing" for general and journal-specific submission instructions. Or, if the manuscript has already been prepared, there is a link at right to log in to the ACS Paragon Plus Environment to begin a manuscript submission. Note that the entry for the ACS Books Submission Site is also here.



Before proceeding to the submission site, authors are expected to review the journal-specific Author Guidelines and other instructions and prepare their manuscripts correctly.



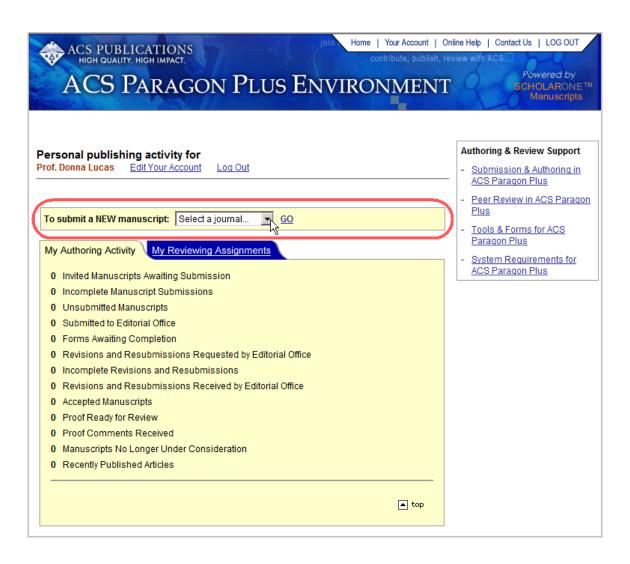
Once the manuscript is prepared according to the journal-specific Author Guidelines, the Corresponding Author can proceed to <a href="http://paragonplus.acs.org/login">http://paragonplus.acs.org/login</a>, which is the ACS Paragon Plus Login Portal. Each user must have a login ID and password. Instructions and help are available from several places on this page, and on every page in the ACS Paragon Plus Environment. If the Corresponding Author is not already registered, the "Register Here" link is at page top.

ACS PUBLICATIONS HIGH QUALITY, HIGH IMPACT.  ACS PARAGON PLUS I	Contribute, publish, review with ACS  Powered by SCHOLARONETM Manuscripts
Welcome to the ACS Paragon Plus Environment.  If you are new to ACS Paragon Plus, you may already b	e registered. Please read about <u>logging in to ACS Paragon Plus</u> .
Log in here if you are already a registered user	New User? Register here
User ID: Password: Log In	If you have authored or reviewed for ACS journals in the past, you may already be registered. Type your e-mail address into the Forgot Password? field at left to see if you have an account.
	Instructions:
Forget your Hear ID and/or Daneyword?	- Logging in to ACS Paragon Plus
Forgot your User ID and/or Password? Enter your e-mail address and click Enter to reset your	- Information for Authors
password. You will receive instructions and a temporary	- Information for Reviewers
	Information for Reviewers     Copyright & Permiss      System Requirements for ACS Paragon Plus

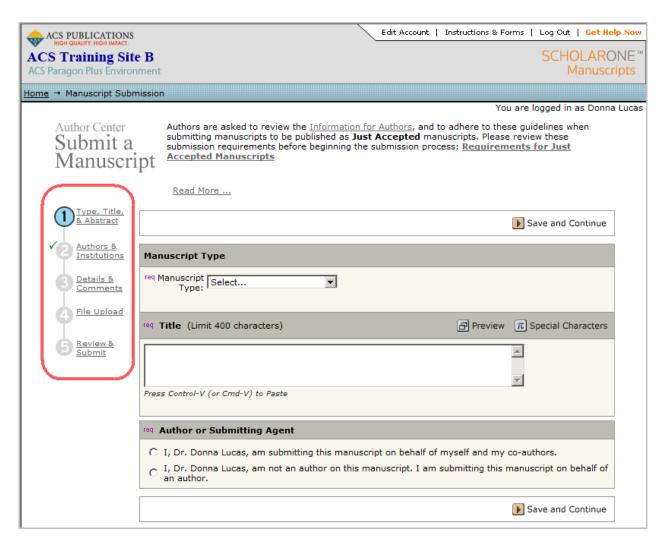
After clicking on "Register Here" on the Login Portal page, the Corresponding Author fills out all the information requested, including expertise terms if the author also wants to become a reviewer at some time. Initially, all users are assigned the "author role" and then other roles are assigned as needed.

ACS PUBLICATIONS				Log In   Crea	ate Account   Get He	lp Now
Manuscript Subn ACS Paragon Plus Envir	nission & Review				SCHOLARO Manusci	
Create Account						
Create an Account  1 E-Mail / Name 2 Address 3 Areas of Expertise 4 User ID, Password & Other Details	Name  req © Dr. C Miss C Mr. C Mrs. C M  First (Given) Name:  Middle Name:  Last (Family) Name:  Degree:  Primary E-Mail Address:  Primary E-Mail Address (again):  Primary Cc E-Mail Address:  Secondary E-Mail Address (again):  Secondary Cc E-Mail Address:	Is. Ĉ Prof. Ĉ Prof. Dr.	req req	π	Next Special Characters	
					▶ Next	

After logging in to ACS Paragon Plus, the Corresponding Author selects the appropriate journal for submission from the pulldown menu on this page, called the Home page. Users can also manage previously submitted manuscripts and handle reviews, etc., from the tabs labeled "My Authoring Activity" and "My Reviewing Assignments".



After selecting a journal, the Corresponding Author fills out all of the requested information, beginning with Step 1 and continuing until all pertinent information and necessary files have been provided. At this time, the Corresponding Author will make decisions about whether the manuscript will be published as <u>Just Accepted</u>. This is also the time authors should be considering whether to take advantage of <u>ACS AuthorChoice</u>.

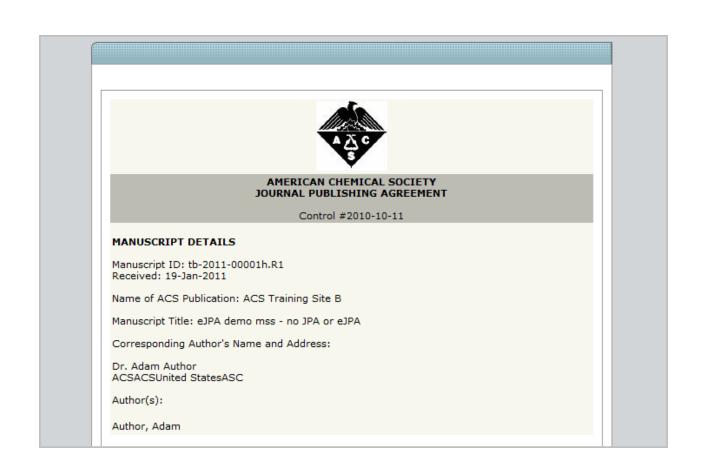


## Authors are required to report funding sources and grant/award numbers.

Enter **ALL** sources of funding for ALL authors in **BOTH** the FundRef tool in ACS Paragon Plus and in your manuscript to meet this requirement. The funders listed in the manuscript should match those entered in the ACS Paragon Plus FundRef tool during manuscript submission.

Funding Institutions					
☐ There are no funders to re	port for this s	ubmission			
Funding Institutions	G	Grant / Award Number	ti	Edit	Delete
No Funders Entered					
Add - Now Foundary					
Add a New Funder Funder Name					
runder Name					
Grant / Award Num	ber				
Add another grant/	award numbe	r	Remove		
Add To Funding Institutions			Cancel		

Upon submitting the manuscript, the Corresponding Author begins to receive emails from the ACS Paragon Plus system and from the Assigned Editor about the peer review process. The manuscript will either be accepted or rejected, and the Assigned Editor will notify the Corresponding Author. The Assigned Editor will request manuscript revisions if needed, and any necessary forms such as the Journal Publishing Agreement.



If the Corresponding Author has indicated that the manuscript should be published as a Just Accepted manuscript, the peer-reviewed but unedited manuscript is usually published on the ACS Publications website as a PDF file within 30 minutes to 24 hours after acceptance.



Meanwhile, the manuscript moves on to the production phase. After all revisions needed to satisfy the comments of the reviewers have been made and all forms have been submitted, the manuscript is sent to Journal Production for editing and composition. There, galley proofs are created. The Corresponding Author receives a link to the galley proofs and indicates needed corrections in an online form or in a separate document listing all of the Author Corrections.

$\P$				
Date:¤		Oc	ctober·13,·20	11¤
Manuscript·Nu	ımber:¤	ıber:¤ tb-2011-00001h¤		
Corresponding	y-Author-	Name: A	Adam-Author¤	
can be deleted i	f-you-pref	er.¶		ples to show how to fill out the table. They
T . 37 .	Action	Current · Text	New Text	
Line Number			1	¤
	Change	1.2¤	1.5¤	<b>¤</b>
Line-12¤			1.5¤ down¤	
Line-Number  Line-12  Line-65  Line-80	Change≎	up¤		α

Once the Corresponding Author's corrections have been incorporated into the manuscript, the final article is posted online as an ASAP Article or published in a journal issue. Upon the online publication of the article, the Corresponding Author is emailed a link that provides for up to 50 Free Electronic Reprints of the final published article during the first 12 months following online publication.

