

## How to perform a peer review using Editorial System



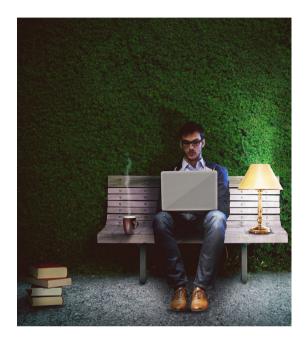


## HOW TO PERFORM A PEER REVIEW USING EDITORIAL SYSTEM?

Editors of Advances in *Clinical and Experimental Medicine* are well aware that the Editorial System (ES) we use for all activities concerning manuscript submission and assessment can appear cumbersome. Therefore, we prepared this guide to clarify most common doubts and problems.

The paramount rule is that all peer reviews should be sent to section editors only via the ES. Reviews provided by e-mail will not be registered in the ES and will count neither to the number of reviews a given manuscript received nor to the number of peer reviews a given reviewer performed. The editors cannot upload a review sent via e-mail into the ES since the format of the review provided by other means of communication may be incompatible with the form in the ES.

Therefore, the following steps should be taken to register a peer review in the ES:



1. When you are invited to review a manuscript, you will receive an e-mail with an invitation.

Dear Dr. Pooh,

Advances in Clinical and Experimental Medicine (Adv Clin Exp Med) publishes high quality original articles, research in progress and reviews of recognized scientists that deal with all clinical and experimental medicine.

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https://www.umw.edu.pl/en/international-cooperation/wmu-international-rankings

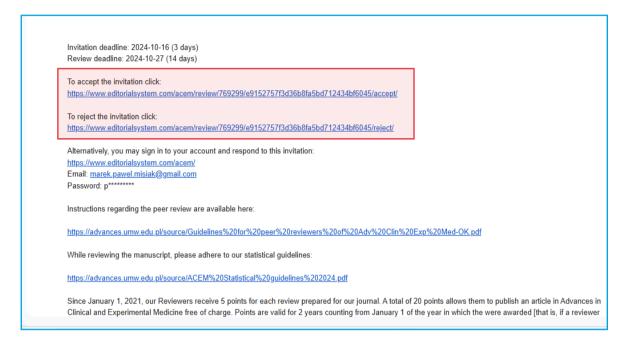
We would like to ask you to review the manuscript: Focusing on the correlation between small peptides and hypertensive atherosclerosis (ACEM-09217-2024-01).

Advances in Clinical and Experimental Medicine is integrated with Web of Science Reviewer Recognition Service. You may easily submit review to your Web of Science researcher profile directly from peer-review form.

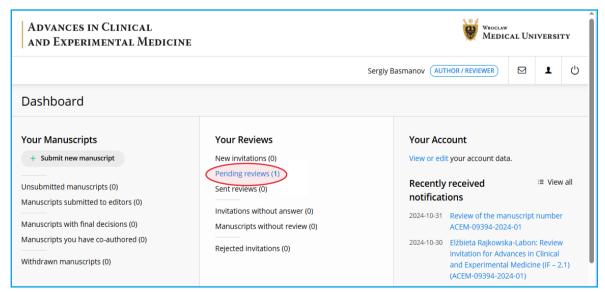
Type of manuscript: Original papers – including experimental research
Keywords: hypertension, arteriosclerosis, small peptides, untargeted metabolomics, carotid intima-media thickness
Abstract:

Background

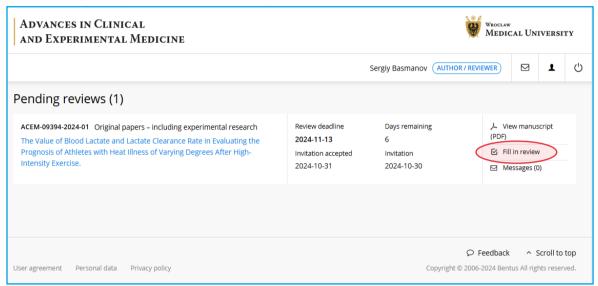
2. At the bottom of this e-mail, there are 2 links – click the 1<sup>st</sup> one if you want to accept the invitation and the 2<sup>nd</sup> one if you want to decline it. Links to our ethical guidelines for peer reviewers and to our statistical guidelines are available below. You will be then redirected to the ES.



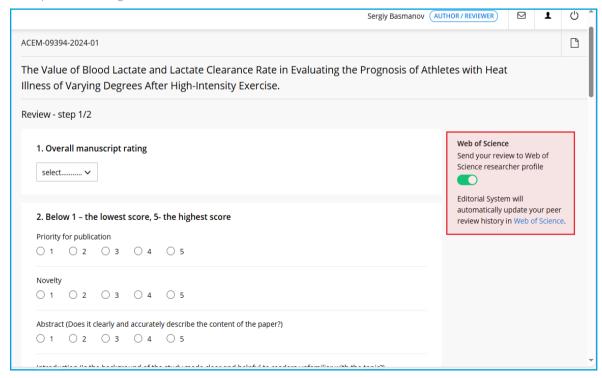
- 3. Log into your account in the ES.
- 4. Click the option "Pending reviews".



5. A list of all pending reviews you had accepted to perform will appear. Select the manuscript for which you want to register a peer review and click the option "Fill in review".

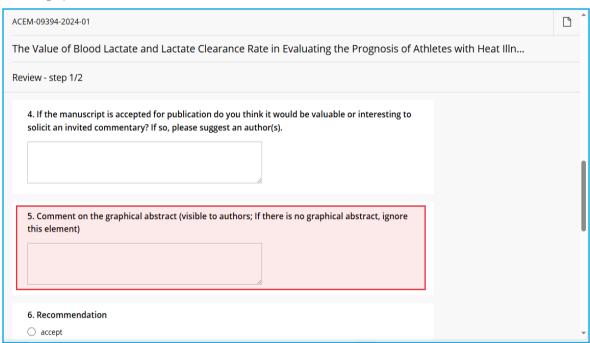


**6.** A peer review form will open. Fill in all the mandatory options in this form. Make sure that the Web of Science option on the right is activated.

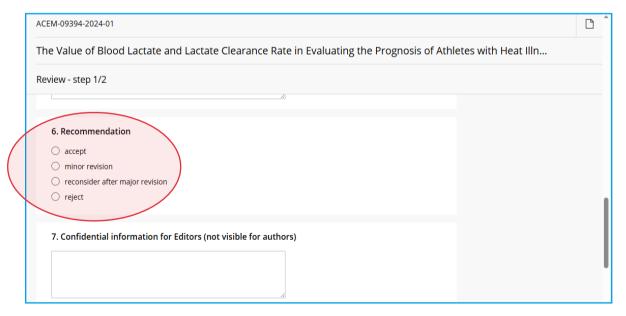


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Aim (Is the aim				?)								
Methodology (A				scribed comp	orehensively?)							
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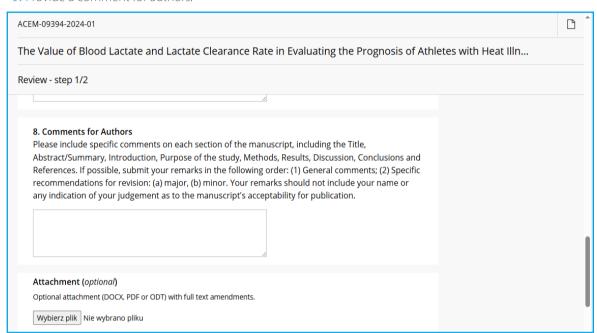
7. Comment on the graphical abstract if there is one. You can provide any remarks you deem useful to improve the graphical abstract.



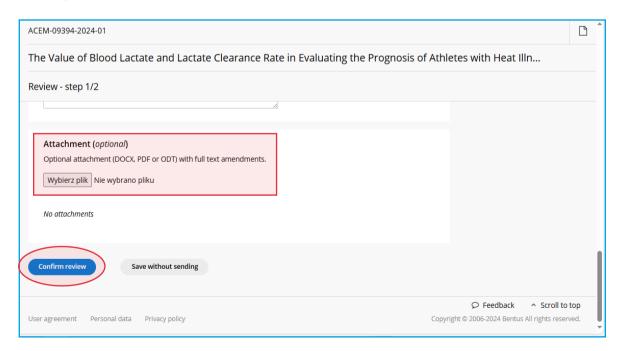
**8.** Provide a recommendation for the manuscript. If you want to convey to the editors some remarks that should not be visible to authors, use field No. 7.



9. Provide a comment for authors.



10. If you want to attach the manuscript with your amendments or other files, use the "Attachment" option. Finally, click the "Confirm review" button – the review will be sent to the section editor.



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