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TAG manuscript submission and processing goes online

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Announcement

On 1 December 2003 Springer-Verlag introduced Manuscript Central (MC), an electronic system for online manuscript submission and complete editorial handling. With MC, all processing of *Theoretical and Applied Genetics* (TAG) manuscripts, from submission to rejection/acceptance for publication, is done exclusively via the Internet. The introduction of MC requires some changes in manuscript handling.

The procedure: from submission to publication

Authors submit their manuscript online and may suggest which editor should handle their manuscript during the review process. All submitted manuscripts are then allocated by the TAG Managing Editor to one of the TAG editors, including himself and the Editor-in-Chief. All editors have online access to the manuscripts allocated to them. Using the MC system, the editors invite reviewers to assess each manuscript. Upon agreeing to perform the review, the reviewers receive online access to the manuscript. The authors receive the reviewers' comments and the editor's decision by e-mail through MC. Revised manuscripts are also submitted online using MC and the responsible editor can then recommend the acceptance of final manuscripts for publication in TAG to the Editor-in-Chief. After official acceptance by the Editor-in-Chief, Springer gains access to the manuscript files for publication. As before, the editors have the right to reject a manuscript immediately or after review.

Advantages

MC has several advantages over the traditional manuscript submission and handling procedure. Mailing and courier costs are significantly reduced for authors and

TAG editors. Authors no longer need to make and send multiple copies of their manuscripts, but can prepare their initial manuscript in the exact final electronic format required for publication. The Managing Editor can not only allocate the manuscripts to editors according to their field of competence, but can also consider the current workload of each editor in his decision. The length of time between manuscript submission and publication decision will be shorter. All transactions will be automatically logged by the MC system. The system will prompt all editors and reviewers to adhere to promised completion schedules for each review step of each manuscript. Moreover, MC allows immediate access to all relevant data in each manuscript.

Access

Using MC for electronic manuscript submission is simple. Log on to: <http://tag.manuscriptcentral.com>. The first time you do this, please click on "create a new account" and follow the on-screen instructions; a user ID and password will be e-mailed to you. If you are unsure as to whether you already have an account, please check for an existing account. Click the "check for existing account" button. If an account exists, you will receive an automatic e-mail containing your user ID and password. If no account exists, please click "create a new account". Once you have an account, simply type your user ID and password to access MC. Complete instructions and help regarding online submission of a manuscript can be found in MC. After logging on, authors may submit a new manuscript or track a previously submitted manuscript, and reviewers may open and download manuscripts for review. Users' access to information in MC depends on their role. Authors may only view information regarding their own manuscripts, reviewers may access the manuscripts and review forms, and editors may additionally access reviewer comments. The Managing Editor and the Editor-in-Chief may access all information for all manuscripts.

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