

NIH Manuscript Submission System

English(CA) English(GB) Français(CA) Korean

Test Guy Log off

My Manuscripts Grants Reporting Preferences

Manuscript list for Test Guy

Needs Your Attention 0 In Process in NIHMS 17 Stalled 1 Completed 7 Available in PMC 1

No manuscripts that need action by you

Submit New Manuscript

Find a manuscript

NIHMSID Search

How do I submit a manuscript?

What does the Status of a manuscript record mean?

How can I search for manuscripts already in the NIHMS system?

Why don't I see my manuscript?

Upon signing in to the NIHMS system, you will see your Manuscript List.

To begin a new submission, click Submit New Manuscript

New manuscript submission

1. Title Information

2. Add Funding

3. Upload Files

4. Check Files

5. Set Reviewer & Embargo

Provide citation information using one of the options below.

There are three methods you can use to supply the journal and title information for your manuscript.

Option 1. Enter the manuscript and journal titles

Manuscript Title *

Test Manuscript

Journal Title *

Nan

- Nano letters
- Journal of nanoscience and nanotechnology
- Nanotechnology
- Nan fang yi ke da xue xue bao = Journal of Southern Medical University
- Nanomedicine : nanotechnology, biology, and medicine
- Small (Weinheim an der Bergstrasse, Germany)
- IET nanobiotechnology / IET
- Nanomedicine (London, England)
- Wiley interdisciplinary reviews. Nanomedicine and nanobiotechnology
- Nanotoxicology

Option 2. Search for citation in PubMed

Option 3. Find citation in My NCBI

Cancel Submission

Add Funding ▶

Option 1. Enter the manuscript and journal titles

Option 2. Search for citation in PubMed

Option 3. Find citation in My NCBI

Option 1 - Input manually: Type the manuscript and journal titles manually. Once you start typing a journal title, a drop-down will appear to suggest possible options based on your input. You can either select a suggestion or keep typing to refine the list of results. If no suggestion matches the title of your journal, complete the manual entry.

Provide citation information using one of the options below.

Option 1. Enter the manuscript and journal titles

Option 1. Enter the manuscript and journal titles

Option 2. Search for citation in PubMed

Option 3. Find citation in My NCBI Bibliography

Option 2. Search for citation in PubMed

Last 5 searches: 23483596

Quick search for: Guy, Guy T, CA123456

Publications

Publications	Status
<input type="radio"/> Talk With Tiff: Teen's Inquiries to a Sexual Health	
<input type="radio"/> BDNF: No gain without pain? <i>Neuroscience</i> 12/26/2014	
<input type="radio"/> Disruption of macrophage pro-inflammatory cytokine production by <i>Immunology</i> 01/01/2015	Publisher provided
<input type="radio"/> A performance comparison of the paediatric i-gel [®] with other supraglottic airway devices. <i>Anaesthesia</i> 01/01/2015	
<input type="radio"/> Selective extraction of polysaccharide affects the adsorption of proanthocyanidin by grape cell walls. <i>Carbohydr Polym</i> 12/19/2014	
<input type="radio"/> Structures of Bacterial Polynucleotide Kinase in a Michaelis Complex with Nucleoside Triphosphate. <i>J Bacteriol</i> 12/15/2014	Publisher provided
<input type="radio"/> HIV-1 Envelope Glycan Moieties Modulate HIV-1 Infection of CD4 ⁺ T Cells. <i>J Virol</i> 01/01/2015	Publisher provided
<input type="radio"/> The mitochondrial complex v-associated large subunit of the F ₁ F ₀ ATP synthase is a novel target for the anti-epileptic drug lamipexole. <i>Mol Pharmacol</i> 01/01/2015	Publisher provided
<input type="radio"/> The Physical Basis of Total Internal Reflection Fluorescence (TRF) Resonance Energy Transfer and Its Colocalization Applications. <i>Methods Mol Biol</i> 01/01/2015	
<input type="radio"/> Characterization of the Transmembrane Transporter of the HIV-1 Nucleocapsid Protein. <i>Clin Pharmacokinet</i>	

Option 2 - Search PubMed: This option allows you to search PubMed by PMID, manuscript title, or author name(s). Once you input the string you want to use, click search for a list of results. Select your publication from the results list. The results list also indicates whether the manuscript was previously submitted by the publisher, or is already in PMC.

Option 3 - Import from My Bibliography: If you have a bibliography in My NCBI, you can select this option to browse your bibliography and select the publication from there. If you are not currently logged in through your My NCBI account, you will be prompted to do so upon selecting this option.

Option 3. Find citation in My NCBI Bibliography

New manuscript submission

1. Title Information

2. Add Funding

3. Upload Files

4. Check Files

5. Set Reviewer & Embargo

Provide citation information using one of the options below.

Option 1. Enter the manuscript and journal titles

Manuscript Title *

Test Manuscript

Journal Title *

Nanotechnology

Once you have entered the title information or selected the publication, click [Add Funding] to proceed to the next step.

Option 1. Enter the manuscript and journal titles

Option 2. Search for citation in PubMed

Option 3. Find citation in My NCBI Bibliography

Option 2. Search for citation in PubMed

Option 3. Find citation in My NCBI Bibliography

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Add Funding ▶

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To add funding information, search by the PI's name and/or grant/project ID number.

Note: This step is not required at this stage and can be completed by the designated Reviewer.

When you start typing a grant/project ID, a drop-down list of potential candidates will appear. You may select one of these suggestions if you see the relevant grant or complete the manual input of the grant/project ID.

[How can I add funding support?](#)

[What if I can't find my project or grant?](#)

[What if I'm depositing on an author's behalf and don't know the project or grant?](#)

1. Title Information 2. Add Funding 3. Upload Files 4. Check Files 5. Set

Search by:

AND/OR

Search Results:

Grantee/PI	Select	Grant/Project ID	Title
Test Guy	<input type="checkbox"/>	R01 CA123456	Fake-ish Grant



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Test Manuscript

Journal: Nanotechnology

1. Title Information

2. Add Funding

3. Upload

Once you have filled in the search field(s), click [Search] to display the list of results. Check the box in the "Select" column to add that grant/project to your list of funding support for the manuscript.

Search by:

AND/OR

Search

- How can I add funding support?
- What if I can't find my project or grant?
- What if I'm depositing on an author's behalf and don't know the project or grant?

Search Results:

Grantee/PI	Select	Grant/Project ID	Title
Test Guy	<input type="checkbox"/>	R01 CA123456	Fake-ish Grant
PS NCBI	<input checked="" type="checkbox"/>	R01 CP654321	Another Phony One

Cancel Submission

Once you have entered the applicable funding support, click [Upload Files] to proceed to the next step.

Upload Files ▶





Upload your manuscript files here. You may submit your manuscript all in one file or as separate files for each component. If providing separate files, please upload each file as the correct File Type (i.e., use Manuscript, Figure, Table, or Supplemental).

English(CA) English

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My Manuscripts Grants Reporting Preferences

Test Manuscript

Journal: Nano

1. Title Information

2. Add Funding

3. Upload Files

4. Check Files 5. Set Reviewer & Embargo

Please upload all files associated with your manuscript, including supplemental files.

Type	Label	File	Size	Date	Remove
Manuscript *		<input type="button" value="Choose File"/> Submission Script.txt			<input type="button" value="X"/>
Figure	<input type="text" value="F1"/>	<input type="button" value="Choose File"/> NIHMS_Overview.png			<input type="button" value="X"/>
Table	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen			<input type="button" value="X"/>
Supplemental	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen			<input type="button" value="X"/>

Please also provide unique and descriptive labels for each file. The labels will be used to determine the figure placement of the materials in the PMC-ready documents, so labeling is important.

- Choosing a file type
- Labeling files
- Adding files

Add another [Manuscript](#), [Figure](#), [Table](#), [Supplemental](#)

Use these links to add additional file fields as needed.

Save & Exit

Cancel Submission

Once you have added all of the relevant files, click [Check Files] to proceed to the next step.

Check Files



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Test Manuscript

Journal: Nanotechnology NIHMSID 16059 [Provide citation](#)

1. Title Information

2. Add Funding

3. Upload Files

This PDF Receipt shows the content of all text, figure, and table files, in addition to

You must review the PDF receipt file to advance to the next step.

 PDF Receipt [2014-12-12 15:33:49, 161.2 KB]

Please return to [Upload Files](#) if any files are missing.

Save & Exit

Cancel Submission

◀ Upload Files

Set Reviewer & Embargo ▶

Please review the PDF Receipt, which summarizes the information entered into the system and merges the files into one viewable document. Once you have confirmed that all files, including supplemental material (displayed as placeholders) were included, click [Set Reviewer & Embargo] to proceed to the next step.

What should I look for in the PDF Receipt?

What if the figures appear corrupt or damaged in the PDF Receipt?

What if the PDF Receipt has not generated properly?

Test Manuscript

Journal: Nanotechnology NIHMSID 16059 [Provide citation](#)

If you are not an author or PI with associated funding, you will need to designate one to review the submission and approve it for processing. Please provide the Reviewer's name and e-mail address here and click [Send to Reviewer]. He/she will be sent a request to sign in to the NIHMS system to review the submission.

- 1. Title Information
- 2. Add Funding
- 3. Upload Files
- 4. Check Files
- 5. Set Reviewer & Embargo

Set Reviewer

Select	Reviewer						
<input type="radio"/>	Me (Test Guy)						
<input checked="" type="radio"/>	<table border="1"><tr><td>First Name</td><td>Test</td><td>Last Name</td><td>Reviewer</td><td>Email</td><td>reviewer@email.com</td></tr></table>	First Name	Test	Last Name	Reviewer	Email	reviewer@email.com
First Name	Test	Last Name	Reviewer	Email	reviewer@email.com		

Who should review the deposit?

What embargo should I select?

Set Embargo

The embargo will be set by the designated Reviewer.

[Save & Exit](#) [Cancel Submission](#)

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Test Manuscript

Journal: Nanotechnology NIHMSID 16059 [Provide citation](#)

You have successfully initiated a submission in the NIHMS system! Below is a summary of the information you have provided and a history of what has been done to this submission so far. At any time you can sign in to the NIHMS system, find this submission in your Manuscript List, and view the updated summary to track the status of the submission.

Manuscript Summary

Status	Awaiting reviewer's initial approval
Manuscript Title	Test Manuscript
Journal Title	Nanotechnology
NIHMSID	16059
PDF Receipt	 PDF Receipt [2014-12-12 15:33:49, 161.2 KB]
Release Delay	Set to release to PubMed Central 12 months after publication in the journal.
Reviewer	Test Reviewer

Funding and contacts

Role	Name	Email	Grant #	Grant Title
Corresponding submitter	 Test Guy	smith2@mail.nih.gov	R01 CA123456	
Author	• Test Reviewer	reviewer@email.com		

Manuscript Files

Type	Figure/Table #	Filename	Size, KB	Uploaded
Manuscript		Submission Script.txt	7.7	2014-12-12 15:33:28
Figure	F1	NIHMS_Overview.png	207.9	2014-12-12 15:33:28

History

Date	Person	Action
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