JRCR - updated prescreening process for submissions

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ABSTRACT

This article describes updates on the prescreening process for manuscripts submitted on or after July 1, 2018 to the interactive *Journal of Radiology Case Reports*.

EDITORIAL

To further improve the quality and educational value of the articles published in the Journal of Radiology Case Reports (JRCR) [1], the prescreening process for new manuscript submissions [2] has been updated.

- The following applies for case reports (not case series or review articles):
  An "interesting" case might be a subjective opinion and the JRCR has received many manuscript submissions which were in the opinion of the author(s) interesting. However, after peer review many such submissions had to be had to be declined - despite being well written up. We understand that preparing a manuscript takes a lot of time, work and resources and thus, to avoid a lot of work/preparation and disappointment, authors first need to upload their case on our affiliated educational Radiology community *Radiolopolis* [3,4] and open that case for discussion. We will then determine the level of interest and invite the author for submission if appropriate. This prescreening system has been now successfully in place for several years. Case upload needs to be done in a dedicated page at https://radiolopolis.com/my_cases-new.
- The Radiolopolis community has been recently restructured and the case prescreening process improved and simplified. The following guides the author how to upload a case and present it for prescreening:

1. After logging in, please go to "Me -> My radiology cases" (Fig. 1).
2. On the following page click on the left sided menu on "New Case" (Fig. 2).
3. By checking the box "Considering to submit to the Journal of Radiology Case Reports?", the editorial team will be notified that the author is interested in submitting the uploaded case to the journal as a manuscript. The editorial team will review the uploaded case and the community will also have a chance to provide any opinions as a "cloud".
4. Optional, structured information can be provided (Fig. 3), which helps better evaluating the case for its merit for publication.
5. Another option is to add multiple choice questions (Fig. 4), to increase the learning value of the case.

- Authors, who obtained a priority pass [5] are exempt from the requirement to upload and discuss first their case in our Radiology community and may submit immediately their manuscript, without invitation.
- Only invited manuscript submissions of case reports or from authors who obtained a priority pass are eligible for review and processing.

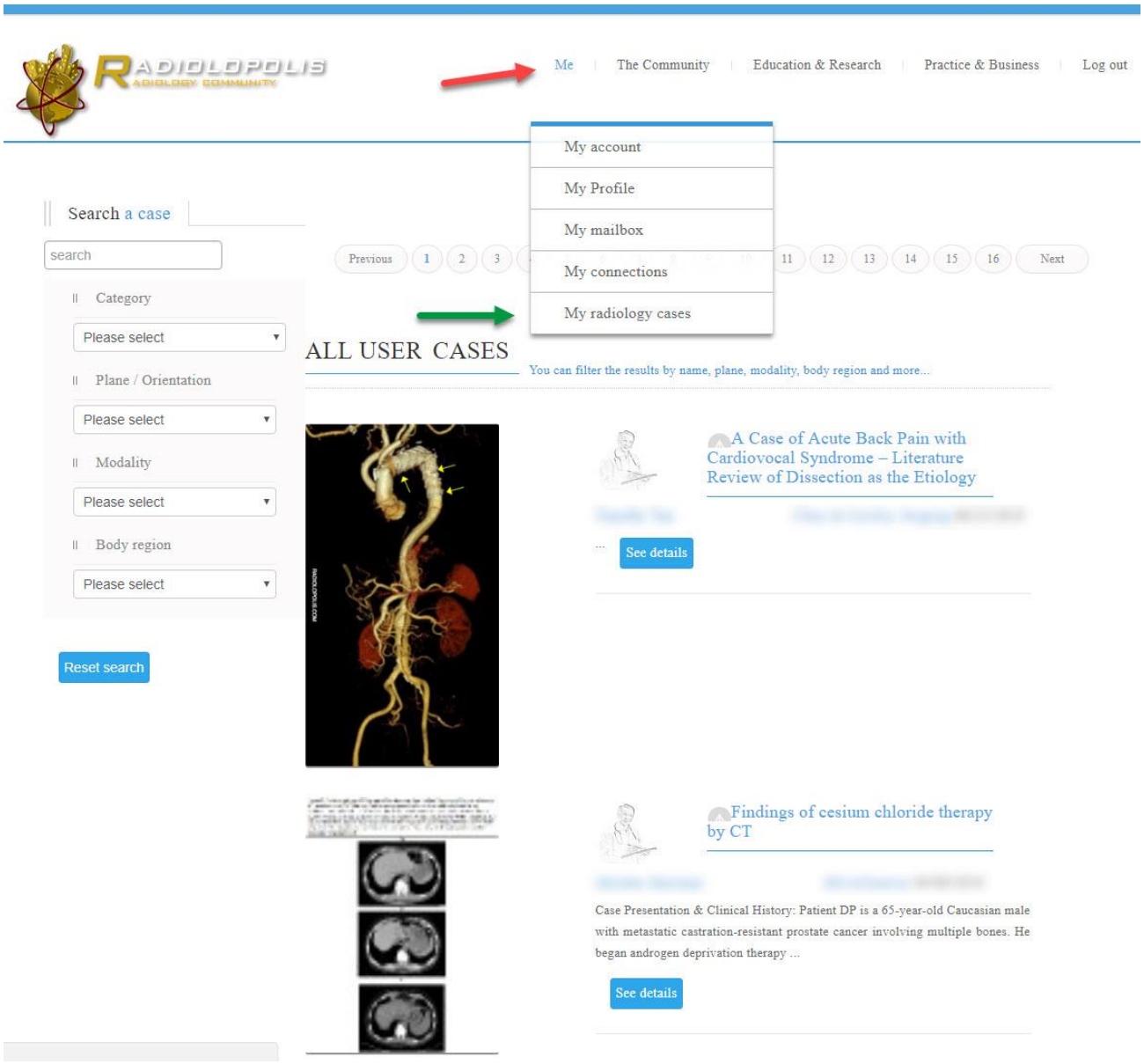

Figure 1: Uploading and presenting cases for publication consideration in the JRCR.
After logging in, please go to "Me (red arrow) -> My radiology cases" (green arrow).

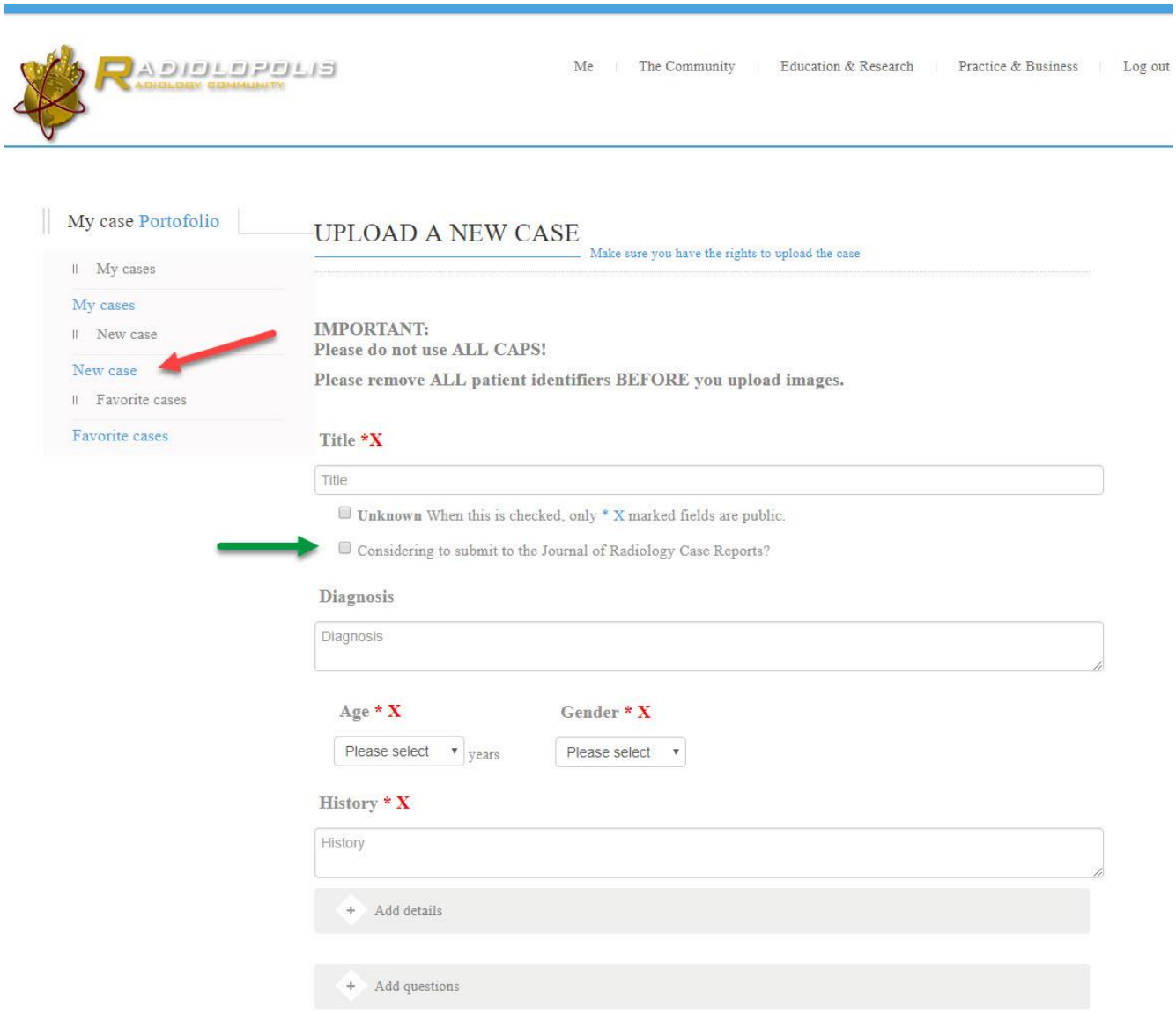

Figure 2: Uploading and presenting cases for publication consideration in the JRCR.
On the following page click on the left sided menu on "New Case" (red arrow). By checking the box "Considering to submit to the Journal of Radiology Case Reports?" (green arrow), the editorial team will be notified that the author is interested in submitting the uploaded case to the journal as a manuscript. The editorial team will review the uploaded case and the community will also have a chance to provide any opinions as a "cloud".

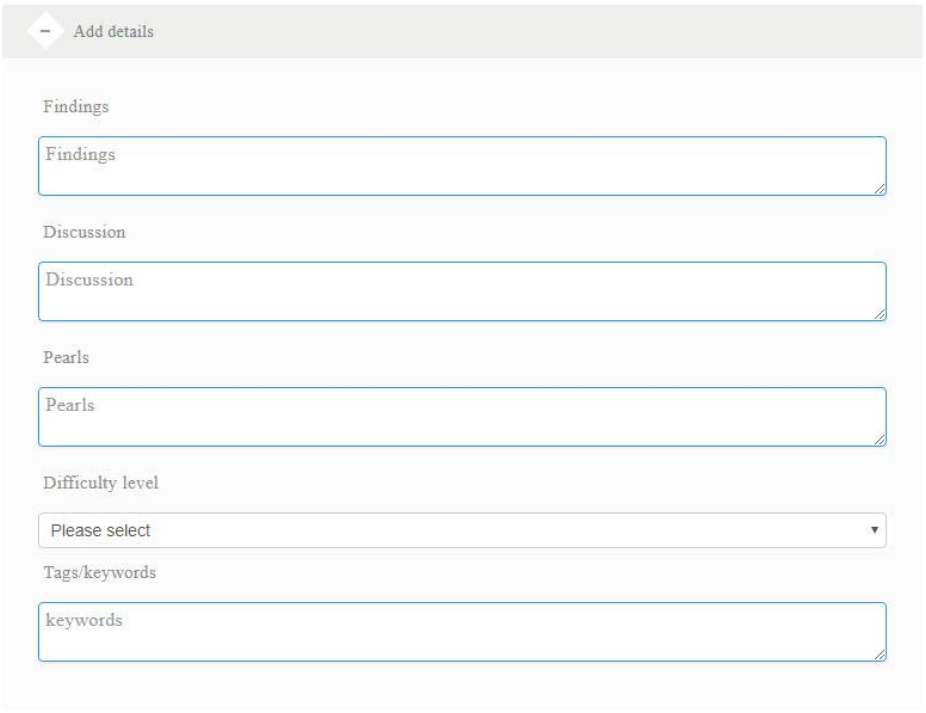

Figure 3: Uploading and presenting cases for publication consideration in the JRCR.

Optional, structured information can be provided (Fig. 3), which helps better evaluating the case for its merit for publication.

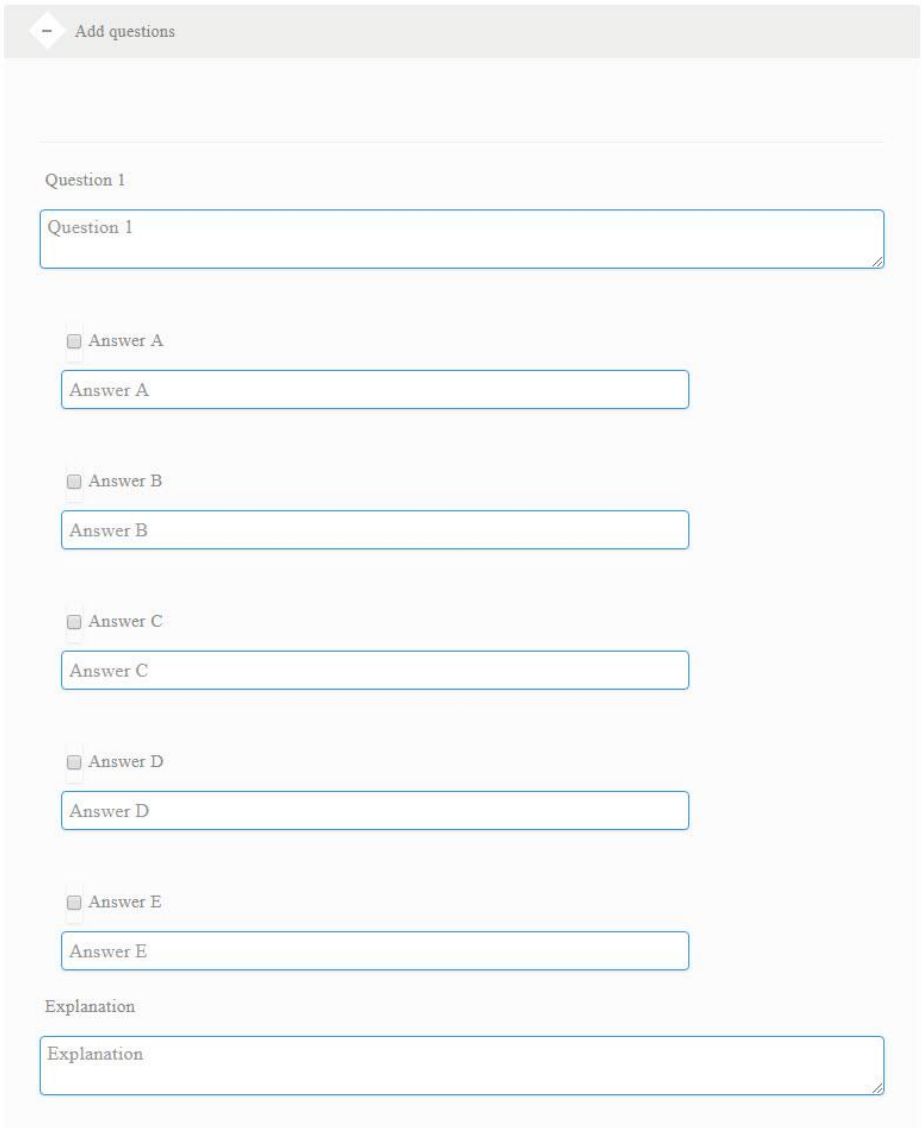

Figure 4: Uploading and presenting cases for publication consideration in the JRCR.

Another option is to add multiple choice questions (Fig. 4), to increase the learning value of the case.

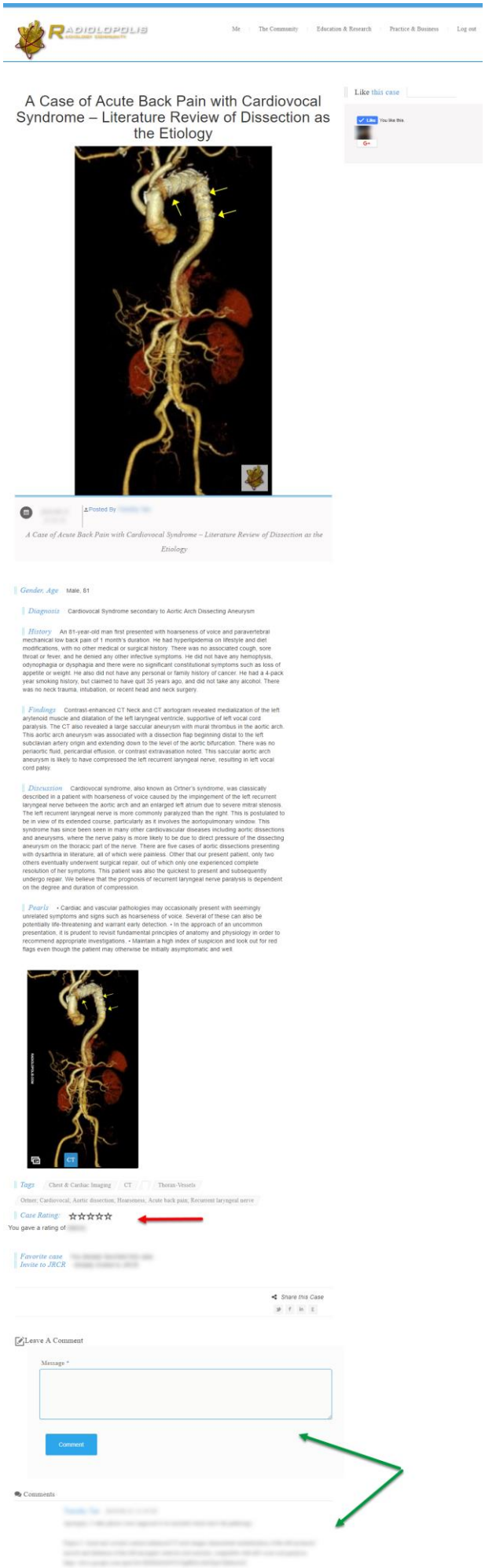

Figure 5: Uploading and presenting cases for publication consideration in the JRCR.
Public view of an uploaded case, with images and pertinent information. The reader may rate the case (red arrow) and also comment/provide an opinion (green arrows).

References
1. Journal of Radiology Case Reports *http://www.radiologycases.com/*
2. Case submission link *http://www.radiologycases.com/index.php/radiologycases/author/submit/*
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