

Help for Authors

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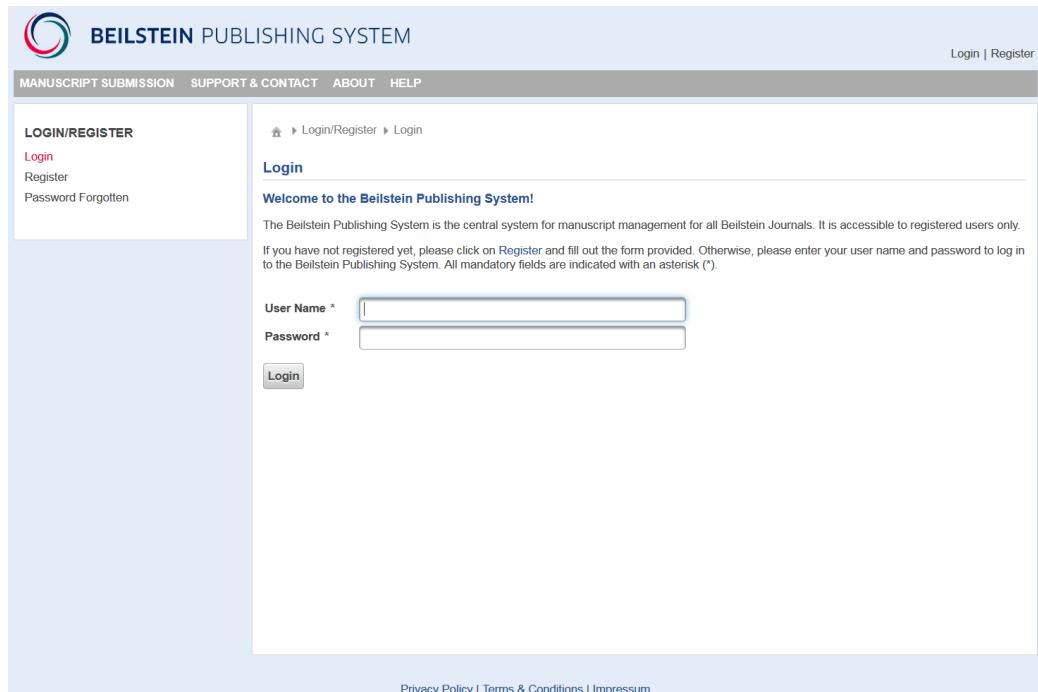
1 General Information

The Beilstein Publishing System allows authors to submit a new manuscript for the *Beilstein Journal of Nanotechnology*, to upload a revised manuscript version after peer review and to provide any comments in the context of proofreading. Once a new manuscript has been submitted, authors can track the progress and view manuscript details throughout the whole process until publication. In addition, authors will be informed by email about the most important status changes of their manuscript. Some of these emails are also sent cc to all co-authors. The submission or resubmission of a manuscript may be interrupted and resumed at any time. All manuscripts are given a unique manuscript number to help identify them within the Beilstein Publishing System.

This document gives authors an overview of the different steps during the submission or revision process and guides them through the Beilstein Publishing System.

2 Access to the Beilstein Publishing System

In order to submit a new manuscript for the *Beilstein Journal of Nanotechnology* please login to the Beilstein Publishing System at <http://www.beilstein-journals.org/bps> with your user name and password.



The screenshot shows the Beilstein Publishing System login page. At the top, there is a header with the Beilstein logo and the text 'BEILSTEIN PUBLISHING SYSTEM'. On the right side of the header, there are 'Login' and 'Register' links. Below the header, there is a navigation bar with links for 'MANUSCRIPT SUBMISSION', 'SUPPORT & CONTACT', 'ABOUT', and 'HELP'. The main content area has a left sidebar titled 'LOGIN/REGISTER' with links for 'Login', 'Register', and 'Password Forgotten'. The main content area shows a 'Login' form with fields for 'User Name *' and 'Password *', and a 'Login' button. Above the form, there is a 'Welcome to the Beilstein Publishing System!' message and a brief description of the system's purpose. At the bottom of the page, there are links for 'Privacy Policy', 'Terms & Conditions', and 'Impressum'.

If you do not have an existing user account, please click on “Register” at the top right corner of the screen or select the corresponding link from the login screen submenu. The registration form will open. Enter your personal details and a username in the corresponding text fields and verify all data before saving them by clicking the “Save” button. All mandatory fields are indicated with an asterisk (*). After successful registration, you will receive a confirmation email containing your password.

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MANUSCRIPT SUBMISSION SUPPORT & CONTACT ABOUT HELP

Login Register
Password Forgotten

Home > Login/Register > Register

Registration for the Beilstein Journals

All mandatory fields are indicated with an asterisk (*).

Personal Data

User Name *

Email *

Title

First Name *

Middle Initials

Last (Family) Name *

Type of Institution *

Job Type

Organization *

Department

Street / P.O. Box

City / Town

Zip / Postal Code

State / Province

Country *

Telephone

Fax

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You can update your personal profile and your password at any time by selecting “My Journal” from the main menu and “My Details” or “Change Password” from the corresponding submenu.

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MANUSCRIPT SUBMISSION **MY JOURNAL** MANUSCRIPT ADMINISTRATION SUPPORT & CONTACT ABOUT HELP

You are logged in as Beilstein in role **Author**

MY JOURNAL

My Details
Change Password
Delete My Profile

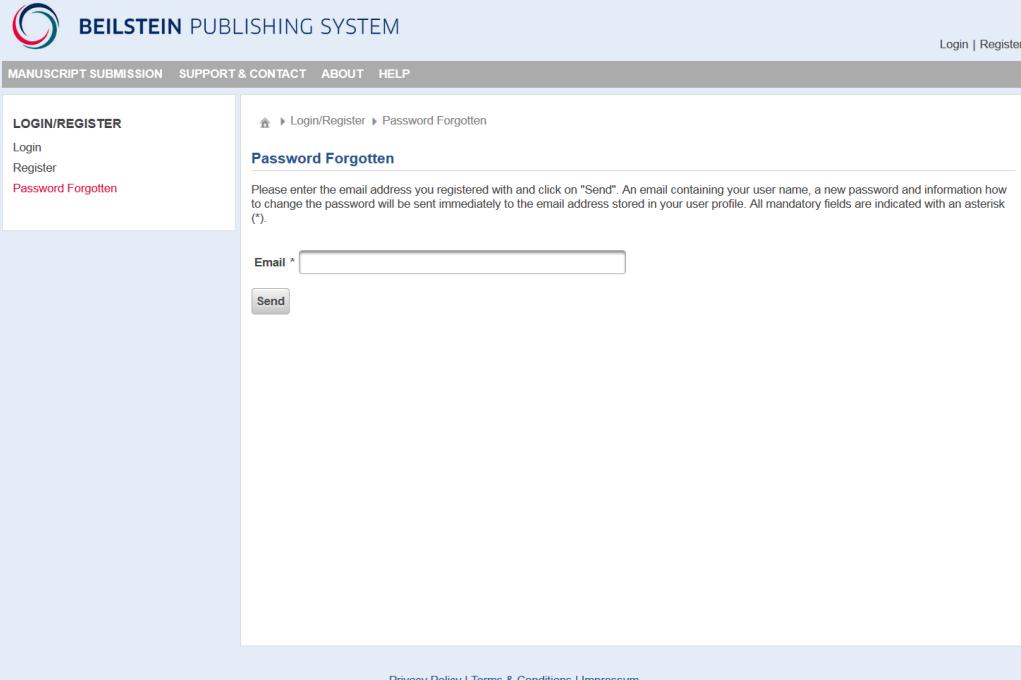
Home > My Journal

My Journal

My Journal allows you to update your personal details or to change your password at any time.

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In the event that you have forgotten your password, please select “Password Forgotten” from the login screen submenu. After entering your email address you registered with and clicking “Send”, you will be automatically sent a new password by email.



The screenshot shows the Beilstein Publishing System's password forgotten page. The top navigation bar includes links for Manuscript Submission, Support & Contact, About, Help, Login, and Register. The left sidebar has links for Login, Register, and Password Forgotten. The main content area shows a breadcrumb trail (Home > Login/Register > Password Forgotten) and a "Password Forgotten" section with instructions. It features a text input field for "Email *" and a "Send" button. At the bottom of the page are links for Privacy Policy, Terms & Conditions, and Impressum.

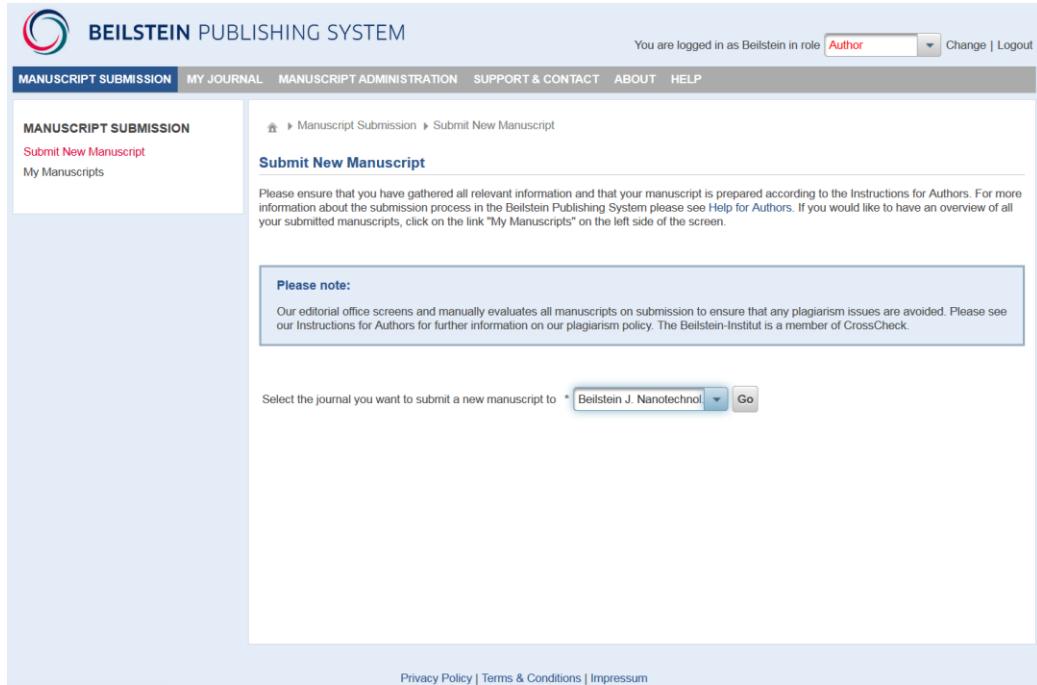
3 Change User Role

If you have been assigned more than one role within the Beilstein Publishing System (e. g. "Author" or "Referee"), you may easily select your required role for the task you wish to carry out. Once you are logged in, you can, if necessary, select a different role by using the drop down box which is located at the top right corner of the screen and click on "Change" to show the manuscripts associated with the new user role. You will be assigned the user role "Author" after finalization of your first submission in the Beilstein Publishing System. Before that, you will be assigned the user role "Reader".



4 Manuscript Submission

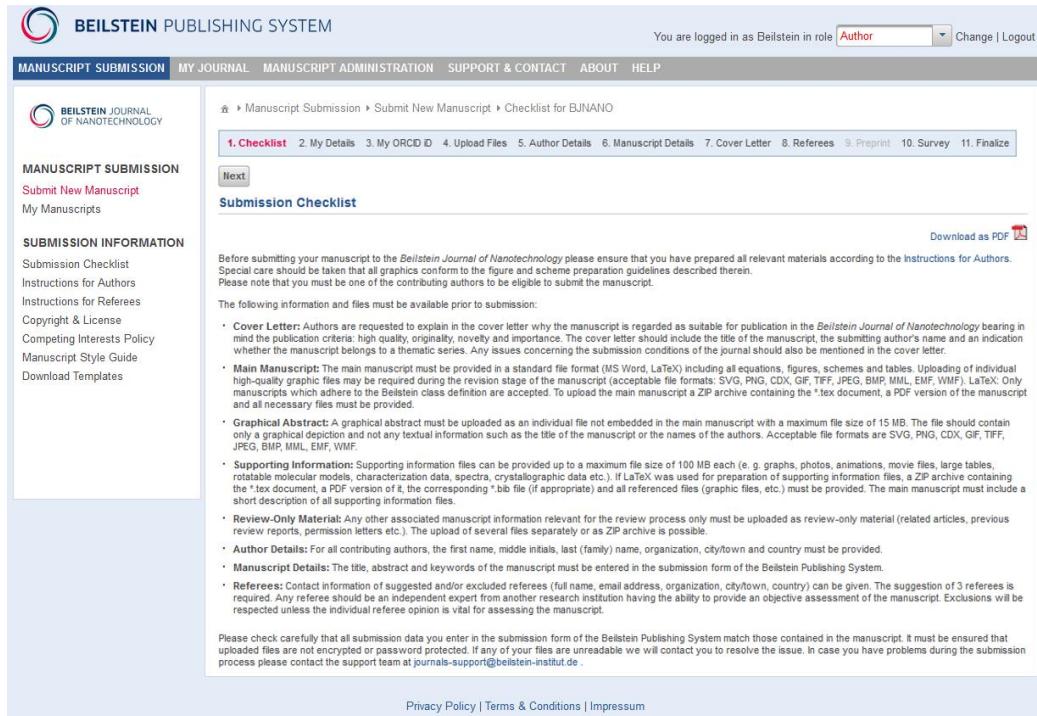
After you have logged in please open the main menu "Manuscript Submission" and click on the link "Submit New Manuscript" given on the left side of the screen. You will be directed to a new page where you have to select the Beilstein Journal you want to submit your manuscript to. After choosing the *Beilstein Journal of Nanotechnology* and clicking on the button "Go" the corresponding submission form of the Beilstein Publishing System opens which allows you to upload all relevant manuscript data step by step. Mandatory entry fields are marked with an asterisk (*) on each submission page. You can proceed with the stepwise submission process by using the "Next" button or alternatively, save any manuscript data without continuing by choosing the "Save" button. If you would like to return to previous submission pages, please click on the "Previous" button. In general, you should avoid moving to preceding pages within the Beilstein Publishing System by using the browser "Back" button because this can lead to synchronization problems with your session on the server.



The screenshot shows the Beilstein Publishing System interface. The top navigation bar includes links for 'MANUSCRIPT SUBMISSION', 'MY JOURNAL', 'MANUSCRIPT ADMINISTRATION', 'SUPPORT & CONTACT', 'ABOUT', and 'HELP'. A dropdown menu shows 'Author' and 'Change | Logout'. The left sidebar has 'MANUSCRIPT SUBMISSION' with 'Submit New Manuscript' and 'My Manuscripts' options. The main content area shows a 'Submit New Manuscript' form with a note about plagiarism evaluation. A dropdown menu for selecting the journal is set to 'Beilstein J. Nanotechnol'. At the bottom are links for 'Privacy Policy | Terms & Conditions | Impressum'.

4.1 Checklist

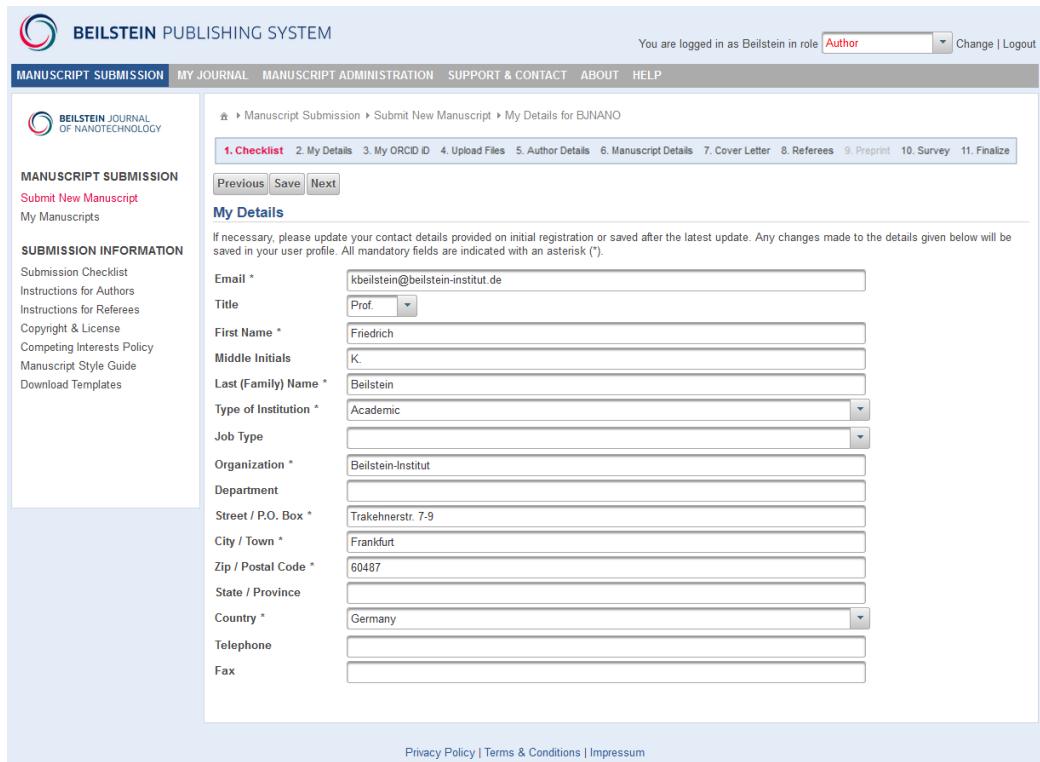
The first step in the submission process is to go through the [Submission Checklist](#) to inform you of all relevant data and information required for the submission process. Please also ensure that your manuscript has been prepared according to the [Instructions for Authors](#) before you start the submission of your paper. You must be one of the contributing authors to be eligible to submit the manuscript.



The screenshot shows the 'Checklist' step of the manuscript submission process. The top navigation bar and sidebar are identical to the previous screenshot. The main content area shows a 'Submission Checklist' with a 'Next' button. A 'Download as PDF' link is available. The checklist details the required information: a cover letter explaining the manuscript's suitability, a main manuscript in standard formats, a graphical abstract, supporting information files, review-only material, author details, and manuscript details. A note at the bottom states that uploaded files must match those in the manuscript. At the bottom are links for 'Privacy Policy | Terms & Conditions | Impressum'.

4.2 My Details

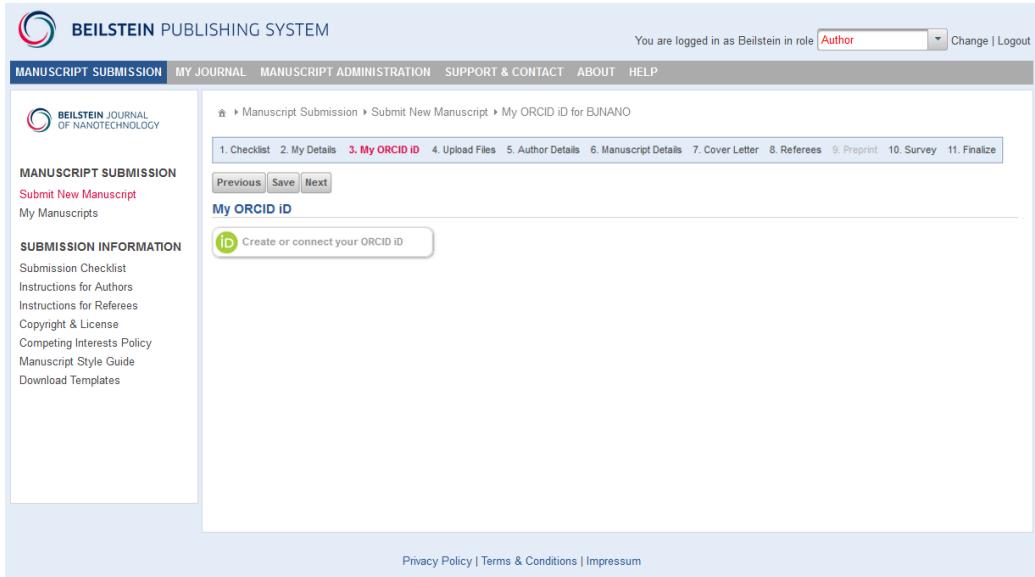
During the second step you are asked to review your contact details that were provided upon initial registration or saved after the latest update. Any changes will be saved in your user profile. As the submitting author you are responsible for the manuscript until publication. In this context you will receive all email correspondence pertaining to the manuscript and only you will be allowed to view the progress of your manuscript throughout the whole publication process.



4.3 My ORCID iD

In this step you may provide your ORCID iD. An ORCID iD is a unique and persistent digital identifier that distinguishes you from other researchers and reliably connects you with your research contributions, to ensure that your work is properly attributed. We highly encourage all authors to connect a verified ORCID iD to their article. A verified ORCID iD for the submitting author is required if you wish to publish this manuscript as a preprint in the Beilstein Archives.

Pressing the button “Create or connect your ORCID iD” opens a pop up window in which you may either register for a new account with ORCID or sign in with an already existing account. Upon verification, your ORCID iD will be saved in our manuscript tracking system and connected to you as an author of this manuscript.



4.4 Upload Files

All relevant manuscript files are uploaded in this screen. Please assign the file type for each separate file by selecting the corresponding entry from the drop down list. You can choose from the following entries:

- Main Manuscript* (including all figures, schemes and tables embedded in the manuscript)
- Graphical Abstract
- Supporting Information
- Review Only Material (material not intended for publication, e.g., permissions for image reuse)

*Note: LaTeX manuscripts, which adhere to the Beilstein class definition, may be uploaded by choosing the file type “Main Manuscript”, but only as Zip archives. These Zip-files must contain a TeX document, a “bib” file for any externally referenced bibliography and all graphic files referenced in the TeX document. The graphical abstract, supporting information files or review-only material must be provided separately.

Browse for the individual file on your local computer, select the corresponding file name in the opened dialog box and click on “Open”. For acceptable file formats, please see the [Instructions for Authors](#). You may also enter short comments for each file in a text box.

Up to four selected files can be uploaded simultaneously by clicking the “Upload” button. Further files can be uploaded after the first file set. You will not be allowed to finalize the submission process, until the main manuscript and graphical abstract have been uploaded.

After successful uploading, the files are listed in the lower section of the screen. This area remains empty until the first files are saved in the system. Double check the files you have chosen to upload. If any error occurred with the file selection, you can delete the file from the list by clicking the “Remove” button and afterwards restart the upload process. You may also view or download the files by clicking on the file name.

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Please browse for the files on your local computer and assign the file type for each file separately by choosing the corresponding entry from the drop down list. In addition, short comments for each file may be entered. Up to four files may be uploaded simultaneously. Further files can be uploaded by repeating the upload process.

Choose File Type	File Name	Enter Comment
Main Manuscript	Durchsuchen... Keine Datei ausgewählt.	
Graphical Abstract	Durchsuchen... Keine Datei ausgewählt.	
Supporting Information	Durchsuchen... Keine Datei ausgewählt.	
Review-Only Material	Durchsuchen... Keine Datei ausgewählt.	

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Type of File	File Name	Size (Bytes)	Comment	Actions
Main Manuscript	Main_Manuscript.doc	2056192		Remove
Graphical Abstract	Graphical_Abstract.jpg	89332		Remove
Supporting Information	S1.doc	74240		Remove
Supporting Information	S2.cif	29079		Remove

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4.5 Author Details

You must supply a list of all contributing authors, in the order that they appear on the title page of the manuscript, with the full names of all authors given as in the manuscript. As submitting author your details are already incorporated in the list so please do not re-enter them. By default, you will be designated as a contact author who is responsible for any issues in the context with the manuscript after publication. Please check whether this is correct.

To add a new author, please click on “Add Author” and fill in the form provided with the author’s details.

Three more functions are available in the list of authors:

- The “Show” button allows you to view the details of a particular author mentioned in the list. You may also edit these details, if changes are necessary.
- When choosing “Remove” you can remove an author separately from the list.
- The order of authors may be rearranged by clicking the “Up” button.

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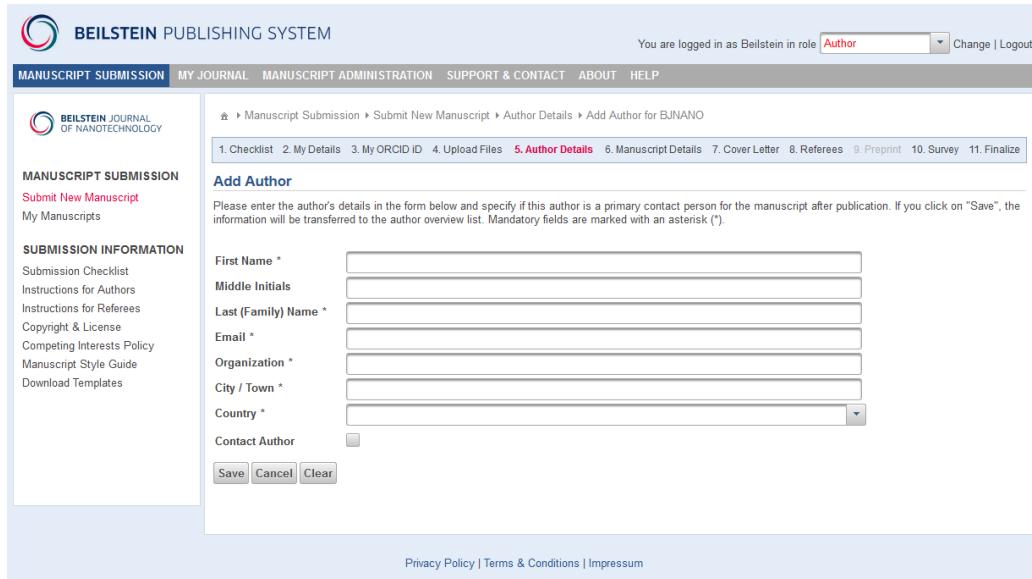
Please supply a list of all authors for this manuscript, in the order that they appear in the manuscript. As submitting author your details are already provided in the list below so please do not re-enter them. You are designated as a contact author by default. Please check whether this is correct and change it if necessary after choosing the “Show” button. To add a new author please click on “Add Author” and fill in the following form. The “Up” button allows rearrangement of the order of authors.

	Full Name	Email	Organization	ORCID iD	Contact Author	Actions
Author 1	Friedrich K. Beilstein	kbeilstein@beilstein-institut.de	Beilstein-Institut	<input checked="" type="checkbox"/>	Show Remove	
Author 2	Max Mustermann	mmmustermann@beilstein-institut.de	Beilstein-Institut	<input type="checkbox"/>	Show Remove Up	

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In the “Add Author” screen you can add further authors who contributed to the manuscript to the author list. Please enter the author’s details and specify if the author is a primary contact person for the manuscript after publication. Do not forget to click the “Save” button to transfer the information to the author overview list.



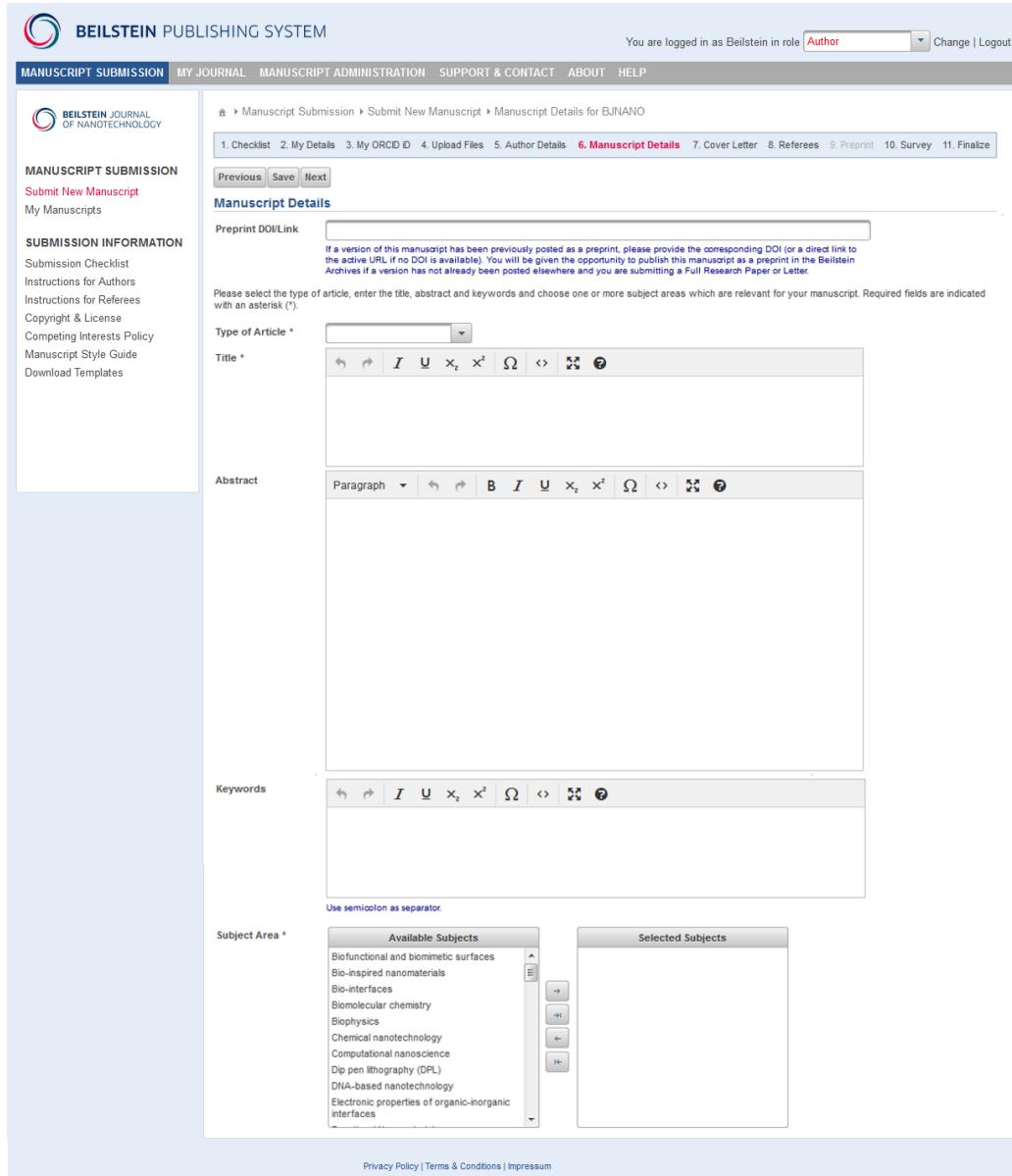
The screenshot shows the Beilstein Publishing System interface for manuscript submission. The top navigation bar includes links for Manuscript Submission, My Journal, Manuscript Administration, Support & Contact, About, and Help. A user is logged in as Beilstein in role 'Author'. The main content area is titled 'Add Author' and displays a form for entering author details. The form fields include: First Name * (text input), Middle Initials (text input), Last (Family) Name * (text input), Email * (text input), Organization * (text input), City / Town * (text input), Country * (dropdown menu), and Contact Author (checkbox). Below the form are 'Save', 'Cancel', and 'Clear' buttons. The URL in the browser's address bar is [http://www.beilstein-journals.org/BJNANO/submit/author](#).

4.6 Manuscript Details

The following information must be provided for the manuscript being submitted:

- **Preprint DOI/Link:** If this manuscript has been previously published as a preprint, please provide a link to the preprint here (or corresponding DOI). You will be given the opportunity to publish this manuscript as a preprint in the Beilstein Archives if a version has not already been posted elsewhere and you are submitting a Full Research Paper or Letter.
- **Type of Article:** Please select the appropriate type of article from the drop-down list (Full Research Paper, Letter, Review, Commentary, Editorial or Book Report).
- **Title:** Enter the manuscript title in the text field.
- **Abstract:** Enter the abstract of your manuscript in the text field.
- **Keywords:** Enter five keywords separated by semicolons in the text field.
- **Subject Area:** Choose one or more subject areas which are relevant for your manuscript. This will help the editor to find suitable referees for the peer review.

The best way to fill out the text fields is by copy and paste from a word processing program. If you copy and paste special characters from versions older than Microsoft Word 2003 these may appear as Roman letters. To solve this problem, please use the corresponding control (Ω symbol) in the horizontal toolbar above the text entry field (see “[Hints & Tips](#)”).



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Please select the type of article, enter the title, abstract and keywords and choose one or more subject areas which are relevant for your manuscript. Required fields are indicated with an asterisk (*).

Type of Article *

Title *

Abstract

Keywords

Subject Area *

Available Subjects

- Biofunctional and biomimetic surfaces
- Bio-inspired nanomaterials
- Bio-interfaces
- Biomolecular chemistry
- Biophysics
- Chemical nanotechnology
- Computational nanoscience
- Dip pen lithography (DPL)
- DNA-based nanotechnology
- Electronic properties of organic-inorganic interfaces

Selected Subjects

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4.7 Cover Letter

This screen requests you to provide a cover letter indicating the novelty, originality or significance of your manuscript. The cover letter should include the title of the manuscript, the submitting author's name and an indication whether the manuscript belongs to a thematic issue. You should also give details about other relevant information concerning your manuscript (e.g. related articles, previous review reports, permission letters etc.). You can either type directly in the text box provided or enter the whole text by copy and paste from a word processing program.

Any confidential comments you would like to send to the editor only may be entered by choosing the corresponding link below the cover letter text box.

In addition, you have to inform the editor if any version of the current manuscript has been previously submitted to any Beilstein Journal by clicking the "yes" or "no" radio button. If yes, the corresponding manuscript ID must be entered in the text field provided.

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Cover Letter

Please provide a cover letter pointing out the novelty, originality or significance of your manuscript. The cover letter should include the title of the manuscript, the submitting author's name and an indication whether the manuscript belongs to a thematic issue. You should also give details about other relevant information concerning the submission conditions of the journal (e.g. related articles, previous review reports, permission letters etc.). You may either type directly in the following text field or copy and paste the whole text.

Cover Letter *

Has any version of the current manuscript been previously submitted to any Beilstein Journal?* yes no

If yes, please enter the corresponding manuscript ID in the following text field

[Add Confidential Comment to the Editor](#)

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4.8 Referees

You will be required to suggest 3 referees for your manuscript before finalizing the manuscript submission. Any suggested referees should be independent experts from another research institution who will be able to provide an unbiased assessment of the manuscript. You may also request that a certain person should be excluded from the review process.

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Referees

Please enter as many (but at least 3) suggested referees as possible. Providing the editor with more alternatives could greatly reduce publication time. Any suggested referee must be an independent expert from another research institution who has the ability to provide an unbiased manuscript assessment. Please do not suggest past co-authors or colleagues.

Full Name	Email	Organization	Actions
No data found			

[Suggest Referee](#) [Exclude Referee](#)

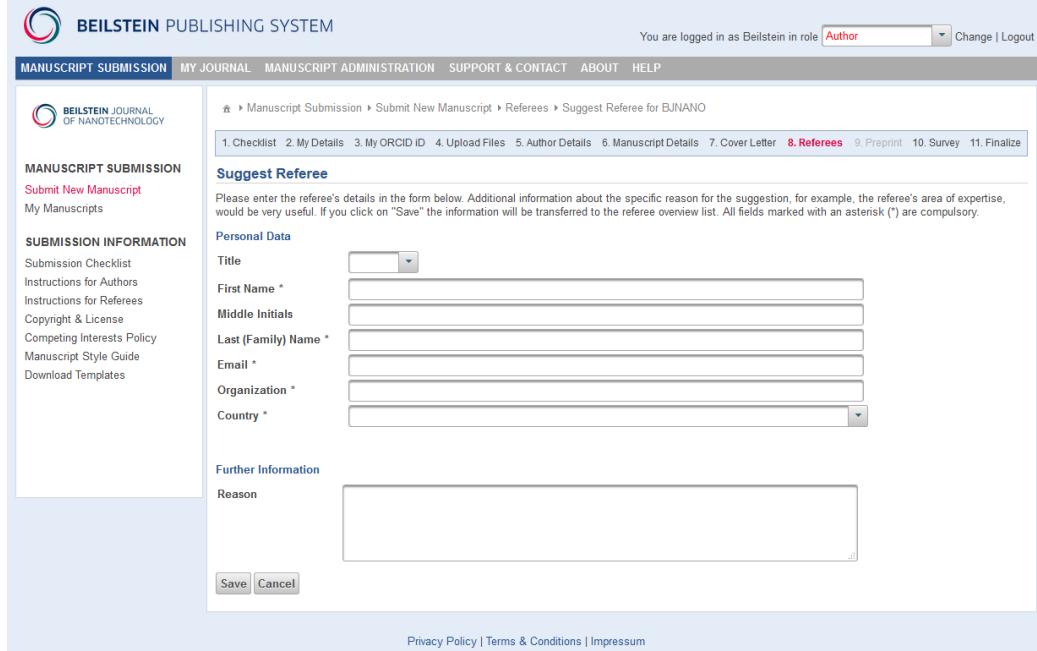
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To suggest or exclude a peer reviewer, please click on either “Suggest Referee” or “Exclude Referee” and fill in the form provided with the details of the corresponding person.

After saving the information, the referee's details are shown in the referee overview list. The following functions are then available for each referee:

- The “Show” button allows you to view the details of a particular referee present in the list. You may also edit these details, if changes are necessary.
- When choosing “Remove” you can individually remove a referee from the list.

In the “Suggest Referee” screen you can add the details of a person whom you propose to be invited for the peer review process. Additional information about the specific reason for the suggestion, for example, the referee’s area of expertise, would be appreciated. Do not forget to click the “Save” button to transfer the information to the referee overview list.



In the “Exclude Referee” screen you can add the details of a person who should be excluded from the peer review process. Additional information about the specific reason for the exclusion, for example, a potential conflict of interest, would be appreciated. Do not forget to click the “Save” button to transfer the information to the referee overview list.

4.9 Preprint

If you have selected the “Type of Article” as a “Full Research Paper” or “Letter” on the Manuscript Details page, you will be given the option to request publication of a preprint version of your manuscript in the Beilstein Archives. The publication of a preprint is optional. Please first inform yourself and your co-authors about the advantages of publishing a preprint, and please ensure that all co-authors agree to this prepublication. A preprint is a permanent publication and cannot be removed from the [Beilstein Archives](#). Even in cases where the manuscript is rejected for publication in the Journal, a published preprint will remain online.

To request publication of a preprint, select “yes” to the question “Would you like to publish this manuscript as a preprint in the [Beilstein Archives](#)?” or “no” if you do not wish to publish a preprint.

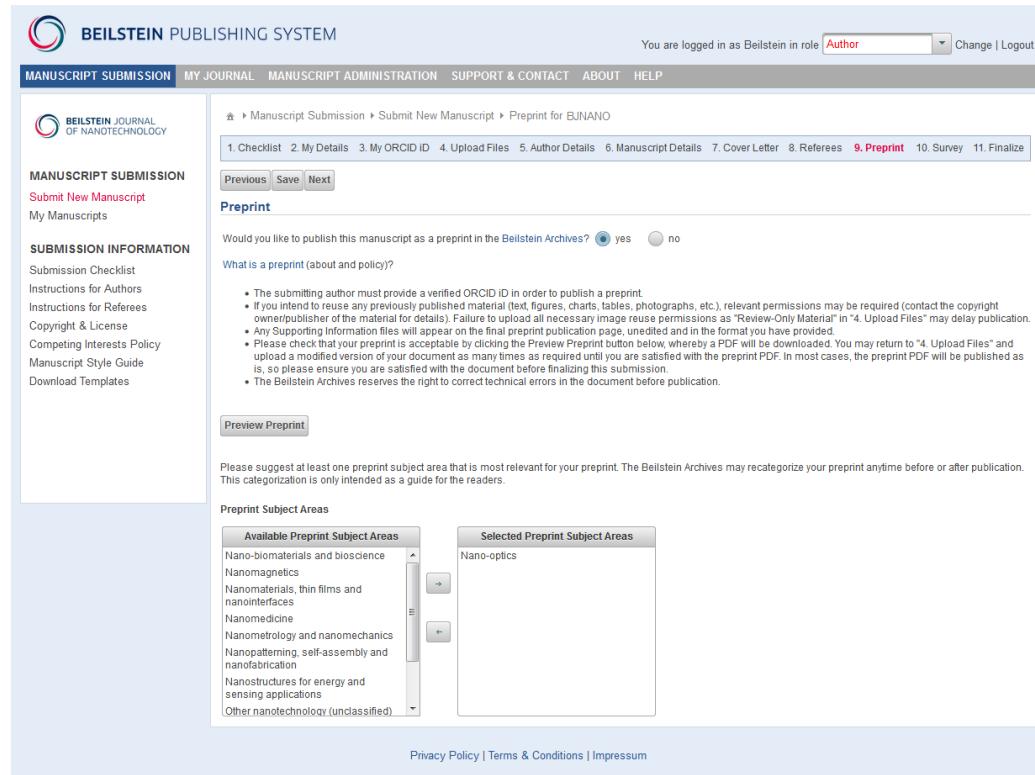
You must provide your verified ORCID iD to publish a preprint. If you have not verified your ORCID iD in the third step, please return to this page and do so in order to continue. Your co-authors will be given the opportunity to add their ORCID iD and will be sent instructions via email. All ORCID iDs that are verified before preprint publication will be displayed in the HTML and PDF versions of the preprint.

Please carefully check the preprint PDF by pressing the “Preprint Preview” button, whereby a PDF will be generated based on your main manuscript and downloaded. Please check every page to ensure that no errors have been generated in the conversion of your main manuscript to this PDF. If you need to make changes, please return to the Upload Files step and upload a corrected version of your main manuscript and return to this tab and regenerate the PDF as many times as necessary until you are satisfied with the final PDF. Under most circumstances, the PDF will be published exactly as it appears here.

All files of type “Supporting Information” that you have uploaded in the step Upload Files will be published as supporting information along with the main text of your preprint. Please ensure that these files are all readable and appropriate as supporting information and correct as necessary in the Upload Files page. The supporting information files will be published in the file type uploaded. You may publish as many supporting files as necessary and all common file types are accepted.

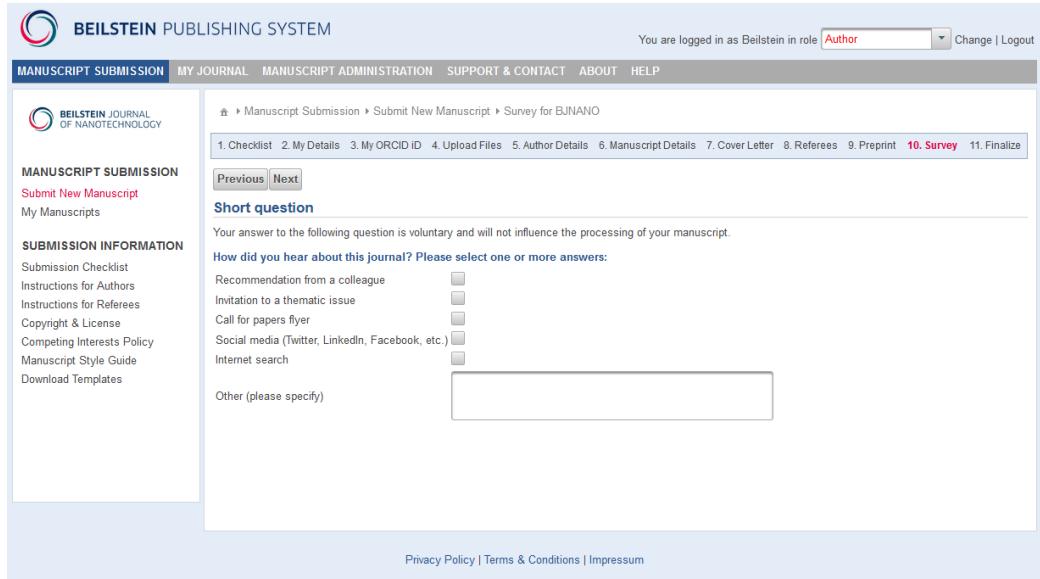
Please choose one Preprint Subject Area that is the best topical fit to your manuscript. In some cases, more than one preprint subject area may be appropriate. These preprint subject areas are intended as a guide to our readers and we may recategorize your preprint at any time.

Upon publication, the preprint will be assigned a DOI and you and your co-authors will be informed via email with a link to the publication.



4.10 Survey

On this page you will be asked a short question related to ways we can improve the Journal. Your answer to this question is optional.



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Short question

Your answer to the following question is voluntary and will not influence the processing of your manuscript.

How did you hear about this journal? Please select one or more answers:

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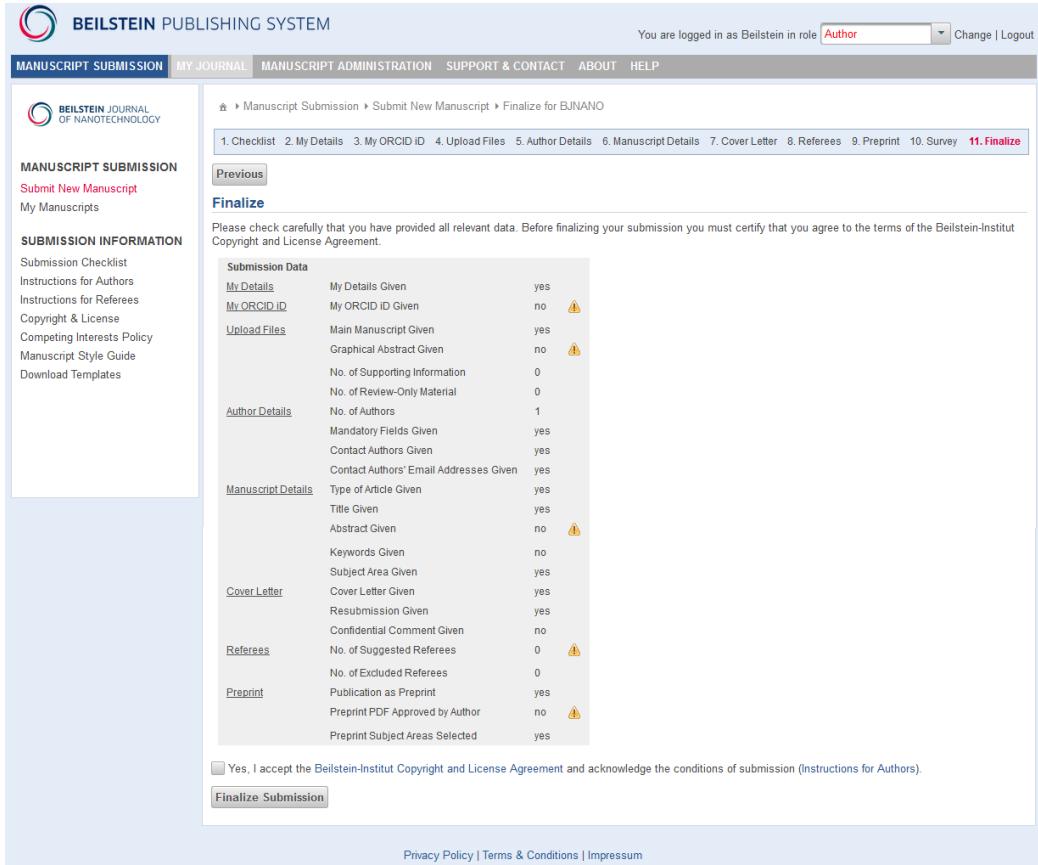
Other (please specify)

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4.11 Finalize

The last screen summarizes the data you have entered throughout the different submission steps. Any required but missing items will be indicated by . Please check carefully whether you have provided all relevant data. If necessary, return to the corresponding step in the submission process and amend or alter your submission details.

Before finalizing your submission by clicking the corresponding button, you must confirm that you accept the conditions of submission and that you agree to the terms of the [Beilstein Copyright & License Agreement](#). After completion of the manuscript submission a confirmation page will be shown with the assigned manuscript ID.



The screenshot shows the Beilstein Publishing System interface for manuscript submission. The top navigation bar includes links for 'MANUSCRIPT SUBMISSION', 'MY JOURNAL', 'MANUSCRIPT ADMINISTRATION', 'SUPPORT & CONTACT', 'ABOUT', and 'HELP'. The user is logged in as 'Beilstein' in role 'Author'. The main content area shows a checklist for manuscript submission, step 11: 'Finalize'. The checklist includes sections for 'Submission Data', 'Author Details', 'Manuscript Details', 'Cover Letter', 'Referees', and 'Preprint'. Each section lists items with 'yes' or 'no' responses and a warning icon. At the bottom, there is a checkbox for accepting the Beilstein-Institut Copyright and License Agreement and a 'Finalize Submission' button.

5 Tracking the Submission Progress

5.1 Manuscript Overview

If you would like to proceed further with an incomplete manuscript submission for the *Beilstein Journal of Nanotechnology*, to upload a revised manuscript version after peer review or to provide any proofread comments, please access the Beilstein Publishing System via <http://www.beilstein-journals.org/bps>.

You will be directly brought to the administration section of the Beilstein Publishing System which will show you an overview of all your submitted manuscripts. This allows you to track the progress and view details of all your manuscripts throughout the entire submission process.

A list provides you with the most important information about your manuscripts: the manuscript ID, the name of the Beilstein Journal the manuscript has been submitted to, the type of article, the editor assigned to the paper, the manuscript title, the submission date, an indication whether the submission process is still active or not, the status of the work progress until a final decision is made on the manuscript and the progress of the current workflow step. The following status entries for a manuscript are possible:

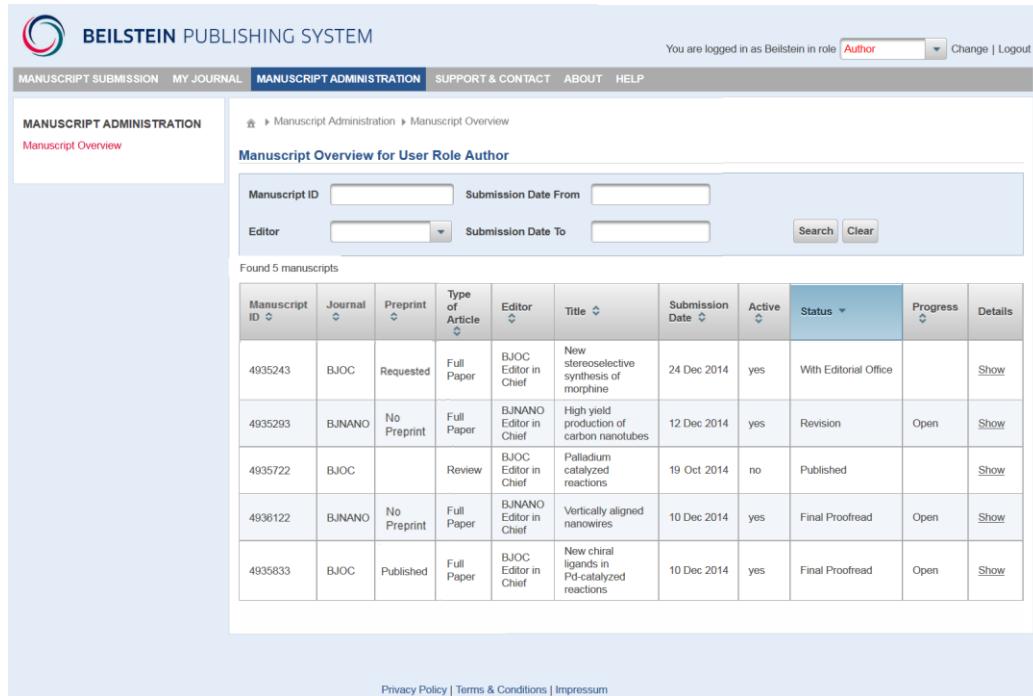
- **Incomplete Submission** (the submission process has not been finalized yet)
- **Pre-revision** (requested tasks to be performed before peer review)
- **Review** (during peer review)
- **Revision** (request for a revised manuscript version after peer review)
- **Accepted** (the manuscript is, in principle, accepted for publication)
- **Final Proofread** (request for final proofreading the layouted manuscript version resulting in the final PDF and the fulltext HTML version of the manuscript)

- **With Editorial Office** (processing steps not relating to the author, e.g. initial check, copyediting, layouting etc.)
- **Published** (publication of the final PDF and the fulltext HTML version of the manuscript)
- **Withdrawn** (withdrawal of the manuscript by the author)
- **Rejected** (rejection of the manuscript before or after peer review)
- **Retracted** (retraction of the manuscript after publication because of serious errors)

By default, all your manuscripts submitted to the Beilstein Journals are shown on the overview page but you may limit the display by using the search fields provided above the list. In addition, the list entries can be sorted by clicking on the respective column header.

When the mouse is moved over the entry given in the column “Status” of a manuscript a tooltip showing the due date and remind date is displayed until the corresponding workflow step is finished.

The details section of a manuscript can be displayed using the link “Show” giving you more details about an individual manuscript and from here you can also proceed further with the submission process.

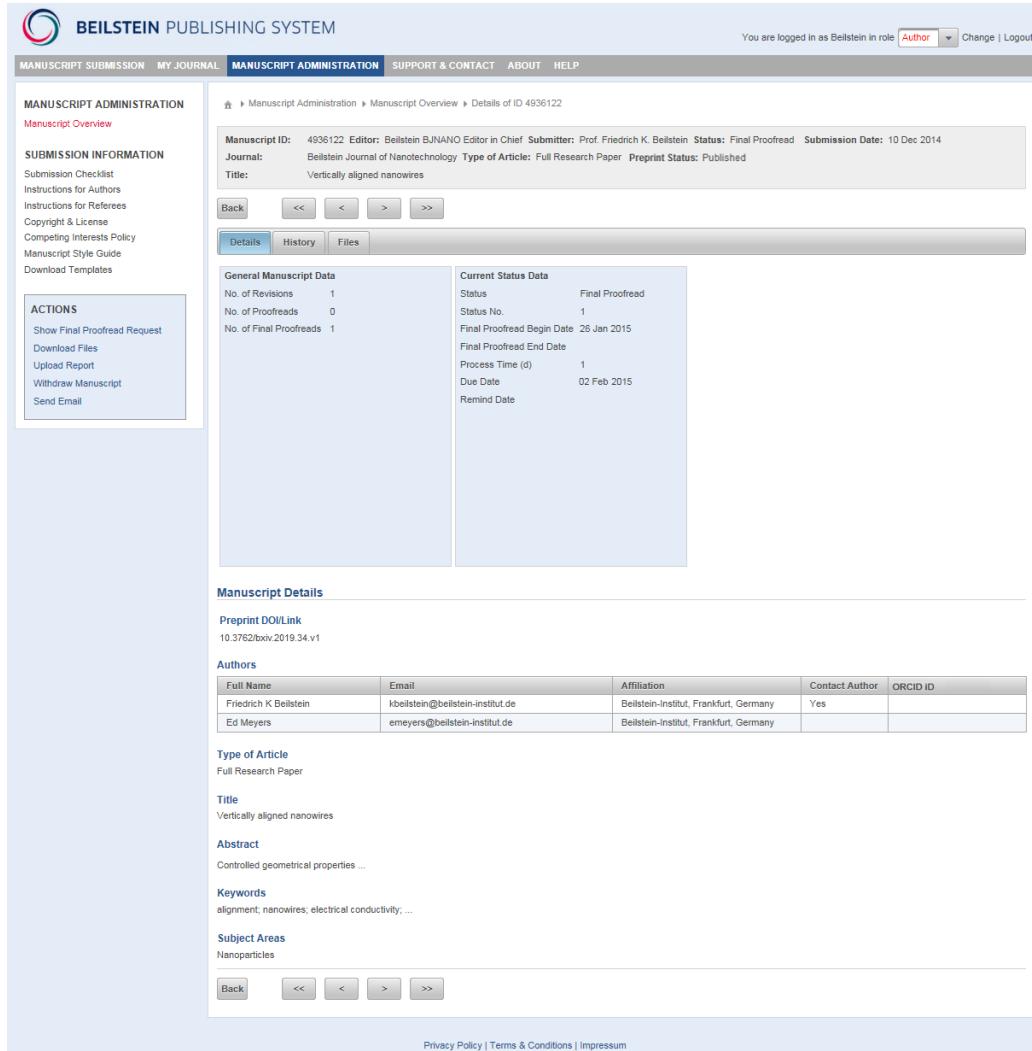


Manuscript Overview for User Role Author

Manuscript ID	Journal	Preprint	Type of Article	Editor	Title	Submission Date	Active	Status	Progress	Details
4935243	BJOC	Requested	Full Paper	BJOC Editor in Chief	New stereoselective synthesis of morphine	24 Dec 2014	yes	With Editorial Office		Show
4935203	BJNANO	No Preprint	Full Paper	BJNANO Editor in Chief	High yield production of carbon nanotubes	12 Dec 2014	yes	Revision	Open	Show
4935722	BJOC		Review	BJOC Editor in Chief	Palladium catalyzed reactions	19 Oct 2014	no	Published		Show
4936122	BJNANO	No Preprint	Full Paper	BJNANO Editor in Chief	Vertically aligned nanowires	10 Dec 2014	yes	Final Proofread	Open	Show
4935833	BJOC	Published	Full Paper	BJOC Editor in Chief	New chiral ligands in Pd-catalyzed reactions	10 Dec 2014	yes	Final Proofread	Open	Show

5.2 Manuscript Details

After opening the details section of the manuscript concerned, the “Details” tab is selected by default. Below the tab bar some general manuscript data and current status data are provided.



The screenshot shows the Beilstein Publishing System's Manuscript Administration interface. At the top, a navigation bar includes links for Manuscript Submission, My Journal, Manuscript Administration, Support & Contact, About, and Help. A user status message indicates they are logged in as Beilstein in role **Author** with options to Change or Logout.

The main content area displays a manuscript overview for ID 4936122. The manuscript details are as follows:

- Manuscript ID:** 4936122 **Editor:** Beilstein BJNANO Editor in Chief **Submitter:** Prof. Friedrich K. Beilstein **Status:** Final Proofread **Submission Date:** 10 Dec 2014
- Journal:** Beilstein Journal of Nanotechnology **Type of Article:** Full Research Paper **Preprint Status:** Published
- Title:** Vertically aligned nanowires

Below the details are navigation buttons: Back, <<, <, >, >>. A tab bar at the bottom of the main content area includes **Details** (which is selected), **History**, and **Files**.

The **General Manuscript Data** section shows the following:

No. of Revisions	1
No. of Proofreads	0
No. of Final Proofreads	1

The **Current Status Data** section shows the following:

Status	Final Proofread
Status No.	1
Final Proofread Begin Date	26 Jan 2015
Final Proofread End Date	
Process Time (d)	1
Due Date	02 Feb 2015
Remind Date	

Manuscript Details section includes:

- Preprint DOI/Link:** 10.3762/bjnn.2019.34.v1
- Authors:**

Full Name	Email	Affiliation	Contact Author	ORCID ID
Friedrich K Beilstein	kbeilstein@beilstein-institut.de	Beilstein-Institut, Frankfurt, Germany	Yes	
Ed Meyers	emeyers@beilstein-institut.de	Beilstein-Institut, Frankfurt, Germany		
- Type of Article:** Full Research Paper
- Title:** Vertically aligned nanowires
- Abstract:** Controlled geometrical properties ...
- Keywords:** alignment, nanowires, electrical conductivity, ...
- Subject Areas:** Nanoparticles

At the bottom of the main content area are navigation buttons: Back, <<, <, >, >>.

At the very bottom of the page are links: Privacy Policy | Terms & Conditions | Impressum.

On the left side of the screen, an action list allows you to perform different actions on the manuscript depending on the respective status.

Status	Action	Comments
Incomplete Submission	Modify Submission	The submission form opens to allow continuation of an incomplete submission.
	Remove Submission	This action allows the deletion of an incomplete submission.
	Send Email	An email form opens for sending a message to the editorial office.
Pre-revision	Download Files	The tab "Files" opens for downloading the latest version of the manuscript files.
	Resubmit Manuscript	This action allows you to upload your revised manuscript, as requested by the Editorial Office.
	Withdraw Manuscript	This action allows you to withdraw a manuscript and to enter a reason for the withdrawal.
	Send Email	An email form opens for sending a message to the editorial office.
Review	Withdraw Manuscript	This action allows you to withdraw a manuscript and to enter a reason for the withdrawal.
	Send Email	An email form opens for sending a message to the editorial office.

Revision	Upload Revision	The revision form opens to allow the replacement of an existing manuscript file with a new version or to add any new file. In addition, a point-by-point response to the requested changes is necessary.
	Download Files	The tab “Files” opens for downloading the latest version of the manuscript files.
	Decision Letter	The tab “History” opens showing the decision letter.
	Withdraw Manuscript	This action allows you to withdraw a manuscript and to enter a reason for the withdrawal.
	Send Email	An email form opens for sending a message to the editorial office.
Accepted	Withdraw Manuscript	This action allows you to withdraw a manuscript and to enter a reason for the withdrawal.
	Send Email	An email form opens for sending a message to the editorial office.
Final Proofread	Upload Report	The proofread form opens for uploading the final proofread report.
	Show Final Proofread Request	The tab “History” opens showing the final proofread request email.
	Download Files	The tab “Files” opens for downloading the latest version of the manuscript files.
	Withdraw Manuscript	This action allows you to withdraw a manuscript and to enter a reason for the withdrawal. This action is only available for unpublished manuscripts.
	Send Email	An email form opens for sending a message to the editorial office.
With Editorial Office	Withdraw Manuscript	This action allows you to withdraw a manuscript and to enter a reason for the withdrawal.
	Send Email	An email form opens for sending a message to the editorial office.
Published	Send Email	An email form opens for sending a message to the editorial office.

The “Back” button lets you return to the manuscript overview page. Alternatively, you may view the details of the first, previous, next or last manuscript shown in the overview list by choosing the corresponding arrow above or below the details summary.

5.3 Manuscript History

The “History” tab provides you with an overview of the different steps from the submission of an individual manuscript until a final decision is reached along with the corresponding emails, manuscript files and reports. You may expand either the whole history or single entries in the list.

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Manuscript ID: 4936122 Editor: Beilstein BJNANO Editor in Chief Submitter: Prof. Friedrich K. Beilstein Status: Final Proofread Submission Date: 10 Dec 2014

Journal: Beilstein Journal of Nanotechnology Type of Article: Full Research Paper

Title: Vertically aligned nanowires

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[Details](#) **History** [Files](#)

Manuscript History

Show All [Hide All](#)

Details	Date	Action	Description	User
	10 Dec 2014	New Submission Created		Prof. Friedrich K. Beilstein
Show	10 Dec 2014	New Submission Finalized	Manuscript Files, Cover Letter	Prof. Friedrich K. Beilstein
Show	05 Jan 2015	Revision Requested	Request Email to Prof. Friedrich K. Beilstein	Beilstein BJOC Editor in Chief
Show	12 Jan 2015	Revision Finalized	Manuscript Files, Response to Review	Prof. Friedrich K. Beilstein
Show	20 Jan 2015	Manuscript Accepted	Acceptance Email to Prof. Friedrich K. Beilstein	Beilstein BJOC Editor in Chief
Show	26 Jan 2015	Final Proofread Requested	Request Email to Prof. Friedrich K. Beilstein	Beilstein Test Production Team

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5.4 Manuscript Files

Choosing the tab “Files” displays a summary of all your manuscript files belonging to the latest manuscript version. Besides the file name, the file size and any comment entered during submission or revision of the manuscript are shown. Small web figures are provided for the graphical abstract and for all graphics uploaded separately during revision. If you click on the file name, you can view or download any individual file.

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Manuscript ID: 4936122 Editor: Beilstein BJNANO Editor in Chief Submitter: Prof. Friedrich K. Beilstein Status: Final Proofread Submission Date: 10 Dec 2014

Journal: Beilstein Journal of Nanotechnology Type of Article: Full Research Paper

Title: Vertically aligned nanowires

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[Details](#) **History** [Files](#)

Manuscript File Details Last Version

Main Manuscript

File Name	Size (Bytes)	Comment
Main_Manuscript_Revised.doc	280576	

Final PDF

File Name	Size (Bytes)	Comment
m4936122.pdf	188041	

Graphical Abstract

File Name	Size (Bytes)	Comment	Preview
Graphical_Abstract.jpg	65986		

Supporting Information

File Name	Size (Bytes)	Comment
S1_Revised.doc	84992	
S2.cif	29079	

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6 Manuscript Revision/Pre-revision

You will be notified by email if the Editorial Office or the editor decides that you need to revise your manuscript before peer review or publication. The assessment and comments resulting from the peer

review, the initial check (if available), and the format check (if available) will be provided in PDF format and you will find links to these reports in the decision email sent by the editor. The Editorial Office may request a pre-revision outlining tasks that must be performed before the manuscript can be passed on to an editor.

To submit the revised manuscript version, please log in to the Beilstein Publishing System at <http://www.beilstein-journals.org/bps>. After login the manuscript overview page opens and an overview of all your manuscripts submitted to the Beilstein Journals will be displayed. If the editor has requested a revision, please open the details section of the relevant manuscript in the status “Revision” and choose the action “Upload Revision” from the action list. If the Editorial Office has requested a pre-revision please choose the action “Resubmit Manuscript” to upload your revised document.

The manuscript revision form opens to allow you to perform the revision/pre-revision process step by step. Mandatory entry fields are marked with an asterisk (*). You can proceed with the stepwise process by using the “Next” button or alternatively, save any manuscript data without continuing by choosing the “Save” button. If you would like to return to previous pages, please click on the “Previous” button. In general, you should avoid moving to preceding pages within the Beilstein Publishing System by using the browser “Back” button because this can lead to synchronization problems with your session on the server.

Please ensure that you perform all required changes on the latest file version by downloading the relevant manuscript files from the Beilstein Publishing System using the tab “Files” (see chapter 5.4)..

6.1 Upload Files

The first page of the manuscript revision form provides a list of all files currently associated with your manuscript. After choosing “Replace”, you can replace the main manuscript or any other manuscript file with a new version. You do not need to replace files which have not been changed. You may also upload a new file in this screen, if required. Please assign the file type for each separate file by selecting the corresponding entry from the drop down list. You can choose from the following entries:

- Main Manuscript (including all figures, schemes, equations and tables)
- Graphical Abstract
- Supporting Information
- Review Only Material (not intended for publication)
- Graphics (if the author is requested to upload any graphic separately; this file type may be uploaded as a Zip archive or as individual files)

Browse for the individual file on your local computer, select the corresponding file name in the opened dialog box and click on “Open”. For acceptable file formats, please see the [Instructions for Authors](#). You may also enter short comments for each file in a text box.

Up to five selected files can be uploaded simultaneously by clicking the “Upload” button. Further files can be uploaded after the first file set. After successful uploading, the new files will be added to the list of already existing files. If any error occurred during file upload, the file can be deleted from the list by choosing the “Remove” button and afterwards the upload process may be started once again. You are also able to view or download the files by clicking on the file name. The column “Changes” indicates if an existing file has been changed during the revision process or if a file is completely new.

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After choosing "Replace" you can replace an existing manuscript file by a new version. In addition, you may add or delete any file, if required.

Type of File	File Name	Size (Bytes)	Comment	Changes	Actions
Main Manuscript	Main_Manuscript_Revised.doc	280578		File Changed	Replace Remove
Graphical Abstract	Graphical_Abstract.jpg	65986		No Changes	Replace Remove
Supporting Information	S1_Revised.doc	84992		File Changed	Replace Remove
Supporting Information	S2.cif	29079		No Changes	Replace Remove

Upload Files

Choose File Type

Type of File	File Name	Enter Comment
Main Manuscript	Durchsuchen... Keine Datei ausgewählt.	
Graphical Abstract	Durchsuchen... Keine Datei ausgewählt.	
Supporting Information	Durchsuchen... Keine Datei ausgewählt.	
Review-Only Material	Durchsuchen... Keine Datei ausgewählt.	
Graphics	Durchsuchen... Keine Datei ausgewählt.	

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The “Edit Manuscript File” screen allows you to replace any separate file with a new version or to change any comment. Please click the “Browse” button to locate the appropriate new file version on your computer. Click “Upload” to permanently save all changes.

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After choosing "Replace" you can replace an existing manuscript file by a new version. In addition, you may add or delete any file, if required.

Type of File	File Name	Size (Bytes)	Comment
Main Manuscript	Main_Manuscript.doc	2056192	

Edit Manuscript File

Type of File Main Manuscript

File Name Main_Manuscript.doc

Size (Bytes) 2056192

Comment

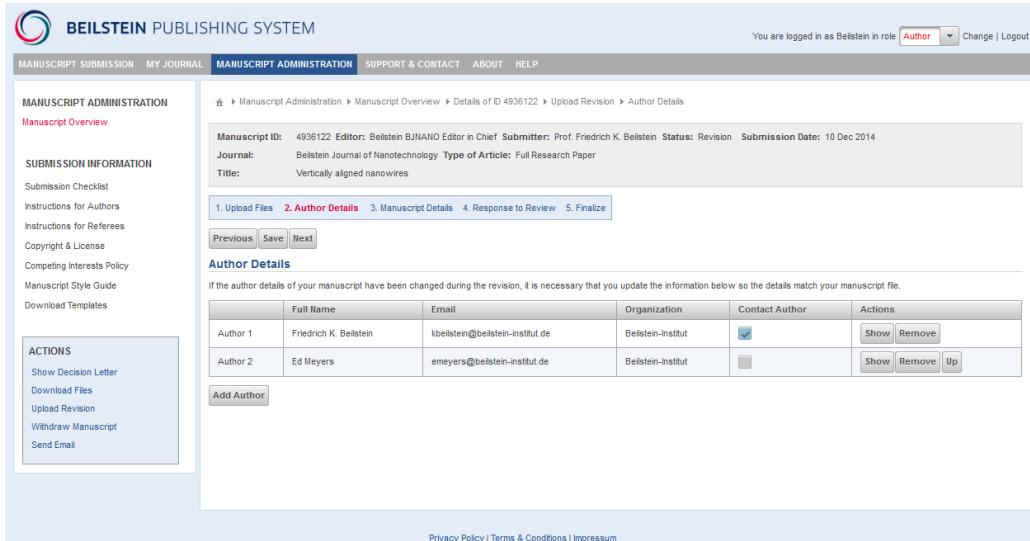
Upload New Version Durchsuchen... Keine Datei ausgewählt.

Upload Cancel

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6.2 Author Details

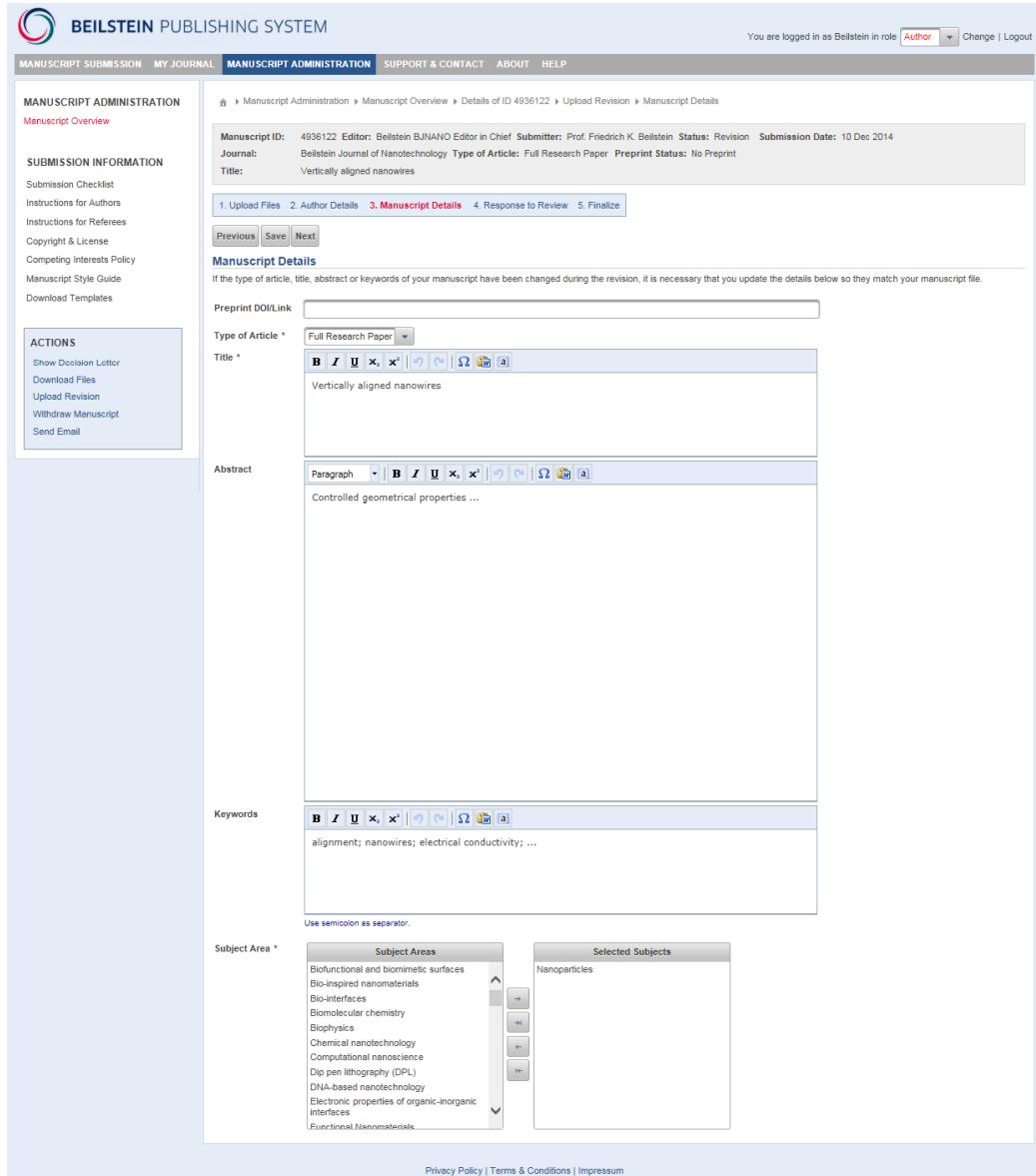
If the author details have been changed during the manuscript revision, it will be necessary to update the corresponding information provided during manuscript submission so that the details match your manuscript file. After choosing the “Show” button, you can view and edit the details of a particular author mentioned in the list (see also 4.4). You may also add a new author or delete an author separately from the list, if required. The order of authors can be rearranged by clicking the “Up” button.



The screenshot shows the Beilstein Publishing System manuscript administration interface. The top navigation bar includes links for Manuscript Submission, My Journal, Manuscript Administration, Support & Contact, About, and Help. A user is logged in as Beilstein in role 'Author'. The main content area shows manuscript details: ID 4936122, Editor: Beilstein BZNANO Editor in Chief, Submitter: Prof. Friedrich K. Beilstein, Status: Revision, Submission Date: 10 Dec 2014. The journal is Beilstein Journal of Nanotechnology and the title is 'Vertically aligned nanowires'. A navigation bar at the top of the content area includes links for 1. Upload Files, 2. Author Details, 3. Manuscript Details, 4. Response to Review, and 5. Finalize. Below this are buttons for Previous, Save, and Next. A section titled 'Author Details' with a sub-instruction: 'If the author details of your manuscript have been changed during the revision, it is necessary that you update the information below so the details match your manuscript file.' A table lists two authors: Author 1 (Friedrich K. Beilstein, kbeilstein@beilstein-institut.de, Beilstein-Institut, checked in 'Contact Author' column) and Author 2 (Ed Meyers, emeyers@beilstein-institut.de, Beilstein-Institut, unchecked in 'Contact Author' column). Actions for each author include Show, Remove, and Up. A 'Add Author' button is also present. The bottom of the page includes links for Privacy Policy, Terms & Conditions, and Impressum.

6.3 Manuscript Details

This screen shows the manuscript details you provided during manuscript submission and allows you to update the type of article, title, abstract or keywords, if these details have been changed during manuscript revision. In case any errors occurred, the subject area may be changed too.



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Type of Article * Full Research Paper

Title *

Abstract

Keywords

Subject Area *

Subject Areas

- Biofunctional and biomimetic surfaces
- Bio-inspired nanomaterials
- Bio-interfaces
- Biomolecular chemistry
- Biophysics
- Chemical nanotechnology
- Computational nanoscience
- Dip pen lithography (DPL)
- DNA-based nanotechnology
- Electronic properties of organic-inorganic interfaces
- Functional Nanomaterials

Selected Subjects

- Nanoparticles

6.4 Response to Review/Response to Editorial Office

You are requested to provide a point-by-point response to all comments arising from the peer review, the initial check and the format check explaining where and how your manuscript has been revised or why any requested changes have not been made. If the Editorial Office has requested a pre-revision, please provide a short description confirming that the changes were implemented or a reason why they were not. Please enter your response either using the text box provided or upload it as a separate file. A manuscript with tracked changes should be uploaded as well in case of a Microsoft Word document.

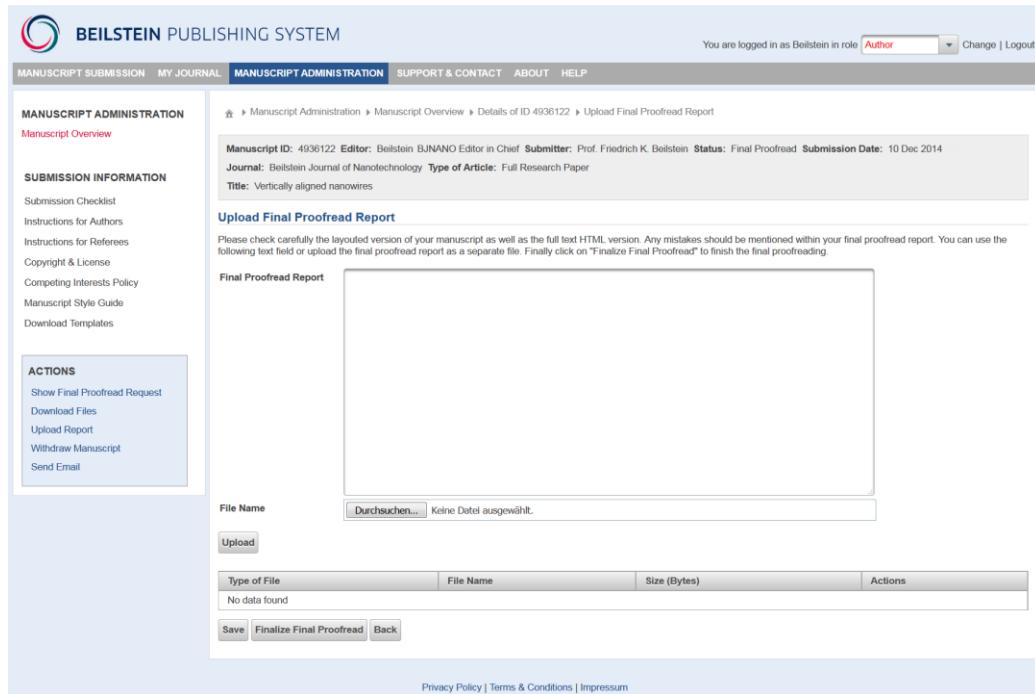
6.5 Finalize

On the finalize screen you are asked to check carefully if you have provided or changed all relevant manuscript data. Any required but missing items will be indicated by . If necessary, return to the corresponding step in the revision process and amend or alter the existing data. Once you have performed all changes, please click on the button “Finalize Revision” to confirm the correctness of all data and to finish the revision process.

7 Final Proofread

Before publication of the final PDF, you are requested by email to check carefully the layouted PDF as well as the full text HTML version of your manuscript. Any errors should be entered as final proofread report in the Beilstein Publishing System.

Please log in to the manuscript overview page at <http://www.beilstein-journals.org/bps> and open the details section of the relevant manuscript in the status “Final Proofread”. After selecting the action “Upload Report” from the action list, the final proofread page will open. Please enter your report in either the text box provided or upload it as a separate file. In the end you have to finish the final proofreading by clicking the button “Finalize Final Proofread”. Once all corrections are performed by the Beilstein Journals production team, the final PDF and the full text HTML version will be published.



The screenshot shows the Beilstein Publishing System manuscript administration interface. The top navigation bar includes links for MANUSCRIPT SUBMISSION, MY JOURNAL, MANUSCRIPT ADMINISTRATION (which is the active tab), SUPPORT & CONTACT, ABOUT, and HELP. A user is logged in as Beilstein in role 'Author'. The main content area shows a manuscript overview for ID 4936122, edited by Beilstein B1JANO Editor in Chief, submitted by Prof. Friedrich K. Beilstein, and accepted on 10 Dec 2014. The manuscript title is 'Vertically aligned nanowires'. Below this, a section titled 'Upload Final Proofread Report' contains a text area for the proofread report and a file upload input field. A table below the input field shows a single entry: 'Type of File' (No data found), 'File Name' (Keine Datei ausgewählt), 'Size (Bytes)' (0), and 'Actions' (Save, Finalize Final Proofread, Back). The left sidebar contains links for MANUSCRIPT ADMINISTRATION (Manuscript Overview, Submission Information, Actions: Show Final Proofread Request, Download Files, Upload Report, Withdraw Manuscript, Send Email), and a general SUBMISSION INFORMATION section with links for Submission Checklist, Instructions for Authors, Instructions for Referees, Copyright & License, Competing Interests Policy, Manuscript Style Guide, and Download Templates.

8 Contact/Support

The Publisher of the *Beilstein Journal of Nanotechnology* is the Beilstein-Institut, a non-profit foundation located in Frankfurt am Main, Germany.

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If you should require further assistance with the Beilstein Publishing System or if you have any other questions regarding the journal, please contact the support team at journals-support@beilstein-institut.de. The support team strives to answer email enquiries within 2 working days.

All enquiries concerning the final decision on publication of a manuscript should be addressed to the editorial office at Thomas.Schimmel@bjnano.org.