NIHMS Tutorial: Reviewer’s Initial Approval

Deposit Files
Anyone can submit; however, an author or PI should serve as the Reviewer. Reviewers are notified of submissions via email.

Initial Approval
The Reviewer associates funding and approves the material for processing.
If you are an author or PI who received an email asking you to log in and review a manuscript submission initiated on your behalf, click the access link in the email and you will be directed to the submission awaiting your review.

If you logged in without using the access link included in the notification email, enter the ticket number in this box to access the submission.
You will arrive at the **Review Submission** page. The first time you visit this page, a **walkthrough** will guide you through your options.
This was submitted on your behalf by Pierce Smith.

If you are an author or the PI, review the information and click either Confirm or, if the manuscript was not peer reviewed, Reject Submission.

<table>
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<th>Title</th>
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<td>Please review the title and related citation information (if applicable) as provided by the Submitter.</td>
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**Manuscript Title:**
The potential of the organic micropollutants emission from swimming accessories into pool water.

**Journal Title:**
Environment international

**PubMed ID:**
31918336

**DOI:**
10.1016/j.envint.2019.105442

<table>
<thead>
<tr>
<th>Funding</th>
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<th>3 Files</th>
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<th>Reviewer and Release Delay (Embargo)</th>
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[View NIHMS Communications]
After confirming the title information is correct, add applicable funding that is not already associated with the submission. If you logged in with a user account that has funding associated (e.g., a grant), you may also select the My Funding button to simplify the search process.

Submit to NIHMS for inclusion in PMC must be supported by a participating funder.

If the project was not funded by any of the participating funders listed on the NIHMS Funders page, click the Reject Submission link.
If using the **My Funding** option, select applicable funding using the checkbox(es) to the left.

The **Add** button will display the total number of selected awards in parentheses.
If using the **Search Funding** option, search by Award Number and/or Awardee Name and select applicable funding using the checkbox(es) to the left.

<table>
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<tr>
<th>Award Number</th>
<th>Awardee First Name</th>
<th>Awardee Last Name</th>
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<tbody>
<tr>
<td></td>
<td>James</td>
<td>Ostell</td>
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Found 2 awardee(s), 2 award(s)

**JAMES OSTELL** MPC CORPORATION

- P41 RR006009 BIOMEDICAL STARTER GRANT FOR TRAINING
  - BIOMEDICAL STARTER GRANT: GENETIC MAPPING & MAP INTEGRATION

**James M Ostell** National Library of Medicine

- Z01 LM000160 Ncbi Production Resource Development

The **Add** button will display the total number of selected awards in parentheses.
After confirming all funding is associated, it is time to review the associated files and either Confirm they are complete or reject the submission.

If any files are missing, corrupt, or contain illegible text, click the Reject Submission link.
In the Reviewer and Release Delay section, you can designate a different author or PI to serve as the Reviewer, select or review the embargo, and either Confirm or reject the submission.

If you believe an embargo set by the publisher or funder at the time of the submission is incorrect, click the Reject Submission link.

If you are not sure what embargo period to select, your publisher’s website may have more information.
You have now reached the final step. Read and review the complete submission statement.

Review:
✓ That you retained the right to make this version publicly available in PubMed Central.
✓ That the paper has been peer reviewed.
✓ That the paper is the result of research supported by NIH or one of the other funding organizations that has partnered with NIH to use the NIHMS system.

If all this is correct, select the Agree button to complete Initial Approval of the submission.
To reject the submission, you will be required to select one reason that best explains why. Some selections require you to enter a comment for the Submitter or NIHMS staff.

**Rejection Reason**

Why would you like to reject this submission? (Select one.)

- This paper was not supported by a PMC-participating funder.
- I have made open access arrangements with a PMC-participating publisher program.
- I am neither an author on the paper nor a PI of the associated funding.
- This paper was not peer reviewed.
- The manuscript file will not open or contains illegible text.
- This is not the peer-reviewed, accepted version.
- This is not the final published version.
- I need to correct typos, edit for scientific accuracy, and/or replace the figure, table, video, or supplementary material files.
- Title and author information and/or materials referenced in the text have not been provided.
- I disagree with the release delay (embargo) set by the Submitter.
- Other

**Please read before proceeding with rejection:**

If the submitted version of the paper is not the final, peer-reviewed manuscript (also known as the “peer-reviewed, accepted manuscript” or “author manuscript”), please proceed with rejecting this submission back to the Submitter.

**Comment for Submitter**

Click the **Reject** button to reject the submission or the **Return to Submission** button to continue your review.
Once the submission is complete, you will be taken to a confirmation page.

In the next step, NIHMS Conversion, the deposited manuscript is formatted for PMC. This step generally takes 2-3 weeks.

You will receive an email notification when the conversion is complete.

Your manuscript’s progress will be updated in the Submission Progress graphic as it passes through each step.
Check back anytime to see the status of your manuscript. Use the filters on the left to see manuscripts that need your attention, are in process, etc. Or use the search box above to search by NIHMSID, PMID, or PMCID.
Additional questions?

Please contact nihms-help@ncbi.nlm.nih.gov