HOW TO SUBMIT ARTICLES TO SJAMC
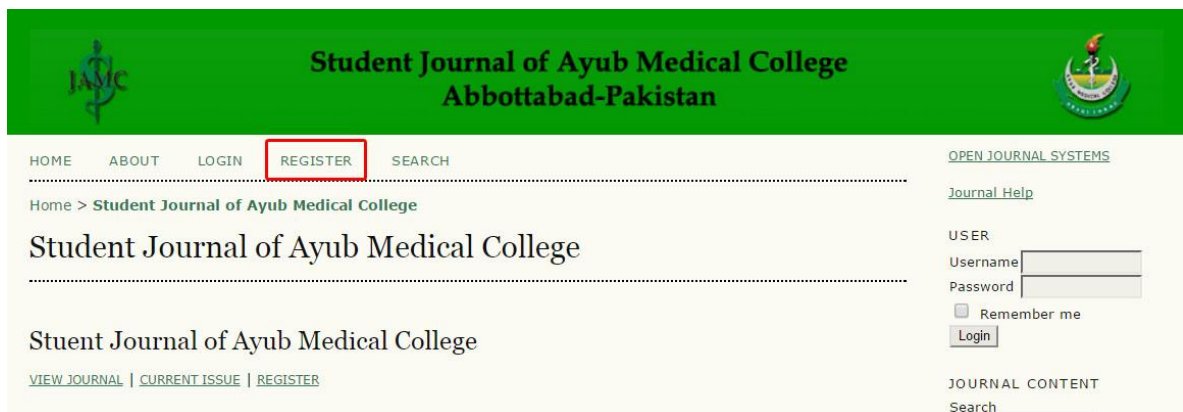
*Thank you for choosing **SJAMC** for publication of your research. **SJAMC** uses Open Journals System which requires user registration with the website before the user is able to submit his or her research.*
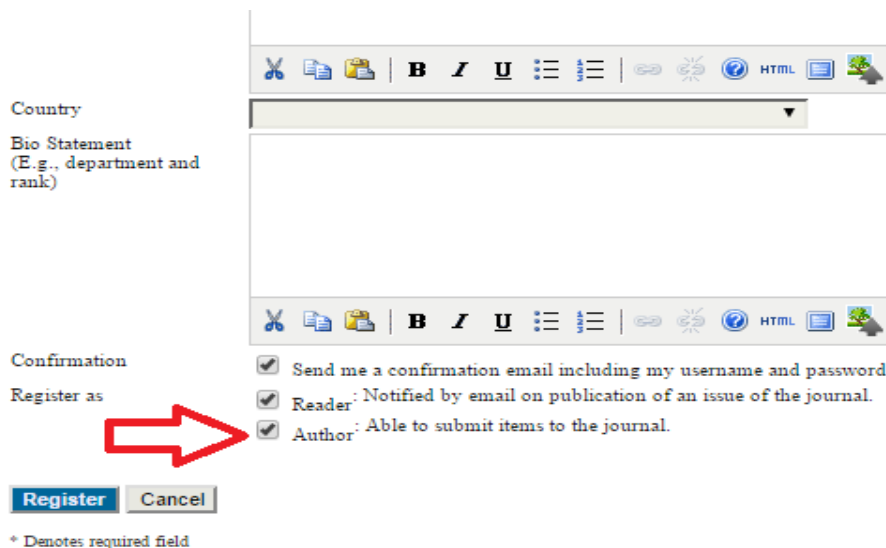
THE PROCESS:

In order to **Register** with the Journal, please click on the REGISTER button present on the navigation bar at the top of the webpage.

Here is an image of the navigation bar:

Please note that you have to check the last check box on the registration page before clicking register, as illustrated below:

Once you have registered and then logged in, please follow this sequence to submit your research. After logging-in to the Journal using the username and password that you just created, you will be presented with the following dashboard.

You can either click on the "Author" to the left or "New Submission" on the right side. It is better to click "New Submission" right away!!.

Clicking it will lead you to another page, the step-1 of the five step submission process.

Here, you will be asked to choose the appropriate section of the journal you want to submit your research to. There will be some additional information below this and if you feel like informing the editor about something important, you can leave a comment. After you are done, please click "Save and continue".

Step 2 of the process involves uploading the research article to *SJAMC*. Here is a pictorial summary of this process.

STEP 2. UPLOADING THE SUBMISSION

To upload a manuscript to this journal, complete the following steps.

1. On this page, click Browse (or Choose File) which opens a Choose File window for locating the file on the hard drive of your computer.
2. Locate the file you wish to submit and highlight it.
3. Click Open on the Choose File window, which places the name of the file on this page.
4. Click Upload on this page, which uploads the file from the computer to the journal's web site and renames it following the journal's conventions.
5. Once the submission is uploaded, click Save and Continue at the bottom of this page.

Encountering difficulties? Contact Munir Abbasi for assistance.

SUBMISSION FILE
No submission file uploaded.

Upload submission file   Choose File No file chosen   Upload
ENSURING A BLIND REVIEW

Save and continue   Cancel

Please first choose the file you want to upload by clicking "Choose file" and then click upload. It will show you the file uploaded to SJAMC.

Click "save and continue" when you are done with this.

Step-3 involves entering the meta data of the article which includes Author's information, email address, affiliations and brief Bio. If there are more than one authors, the same process can be repeated for every author by clicking the "Add Author" button at the end of Author's metadata.

The next section of the same step requires entering the title of the research article and, optionally, abstracts and references. Please note that this journal requires authors to file a **COMPETING INTERESTS STATEMENT**. Guidelines for filing a statement of competing interest can be found on the About page of this website.

Authors

First Name *

Middle Name

Last Name *

Email *

ORCID iD

ORCID iDs can only be assigned by the ORCID Registry. You must conform to their standards for expressing ORCID iDs, and include the full URI (eg. *http://orcid.org/0000-0002-1825-0097*).

URL

Affiliation

(Your institution, e.g. "Simon Fraser University")

Country   Pakistan

Competing interests
CI POLICY

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Bio Statement
(E.g., department
and rank)

Step 4 allows the authors to upload supplementary files with their research article. These can be anything related to the research article but it is preferable that the Author's undertaking and contribution form be uploaded at this step. The form can be accessed by clicking the top most links in the left side bar at **http://sjamc.ayubmed.edu.pk**

Here is what to expect in step -4:

Step 4. Uploading Supplementary Files

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA **4. UPLOAD SUPPLEMENTARY FILES** 5. CONFIRMATION

This optional step allows Supplementary Files to be added to a submission. The files, which can be in any format, might include (a) research instruments, (b) data sets, which comply with the terms of the study's research ethics review, (c) sources that otherwise would be unavailable to readers, (d) figures and tables that cannot be integrated into the text itself, or other materials that add to the contribution of the work.

ID	TITLE	ORIGINAL FILE NAME	DATE UPLOADED	ACTION
	No supplementary files have been added to this submission.			

Upload supplementary file   [Choose File] No file selected   [Upload] ENSURING A BLIND REVIEW

[Save and continue] [Cancel]

Please click "Save and continue when you have finished uploading the supplementary files. The final step will show a summary of the article uploaded and you can finish submission process at that step. After you have finished the submission process, you will be taken to the Active Submissions page where you can monitor the progress of editorial process on your research article.

Best of Luck!