

1. Introduction

This is reviewers' panel user guide. It allows reviewers to download review manuscripts, send review assessment and view their reviewed manuscripts. The link to the reviewers' panel is <https://lasujms.org/review>.

2. New Review List

This is the content of the dashboard of the reviewers' panel. It displays new assigned review manuscripts. From the list, the reviewer can be able to download the manuscript and send review assessment as shown in figure 1.

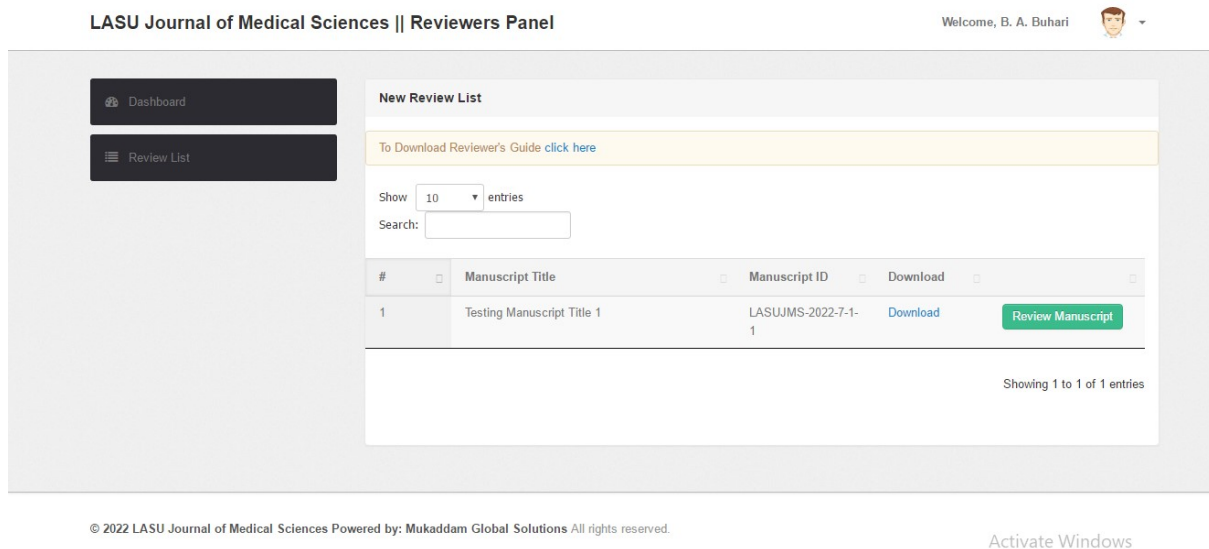


Figure 1: New Review List

On clicking the download link the reviewer can be able to the manuscript assigned to him/her for review.

Likewise, he/she can send review assessment by clicking review manuscript link. After clicking the link review manuscript form will be displayed as shown in figure 2. The review also sends the correction manuscript to the editorial board using this form. The editorial board members will be notified via emails about the sent assessment.

Reviewers Panel User Guide

The screenshot shows the 'Review Manuscript' form. On the left is a sidebar with 'Dashboard' and 'Review List' buttons. The main area has a header 'Review Manuscript' and a form with the following fields: 'Manuscript Title' (Testing Manuscript Title 1), 'Manuscript ID' (LASUJMS-2022-7-1-1), a 'Comments' text area, an 'Overall Assessment' dropdown menu (Select Assessment), and a 'Manuscript File' section with a 'Choose File' button and 'No file chosen' text. A green 'Send Review' button is at the bottom left. The top right shows 'Welcome, B. A. Buhari' with a user icon. The footer includes copyright information and a Windows activation notice.

Figure 2: Review Manuscript Form

3. Review List

This is a left side menu item allows reviewer to view all his/her reviewed manuscript. On clicking the menu review list will be displayed as shown in figure 3.

The screenshot shows the 'Review List' page. It features a sidebar with 'Dashboard' and 'Review List' buttons. The main area has a header 'Review List' and a table with the following columns: '#', 'Name of Reviewer', 'Name of Author', 'Manuscript Title', 'ManuscriptID', and 'Review Status'. The table contains one entry for B. A. Buhari reviewing a manuscript by Bello Alhaji Buhari. Below the table is a 'Showing 1 to 1 of 1 entries' message. The top right shows 'Welcome, B. A. Buhari' with a user icon. The footer includes copyright information.

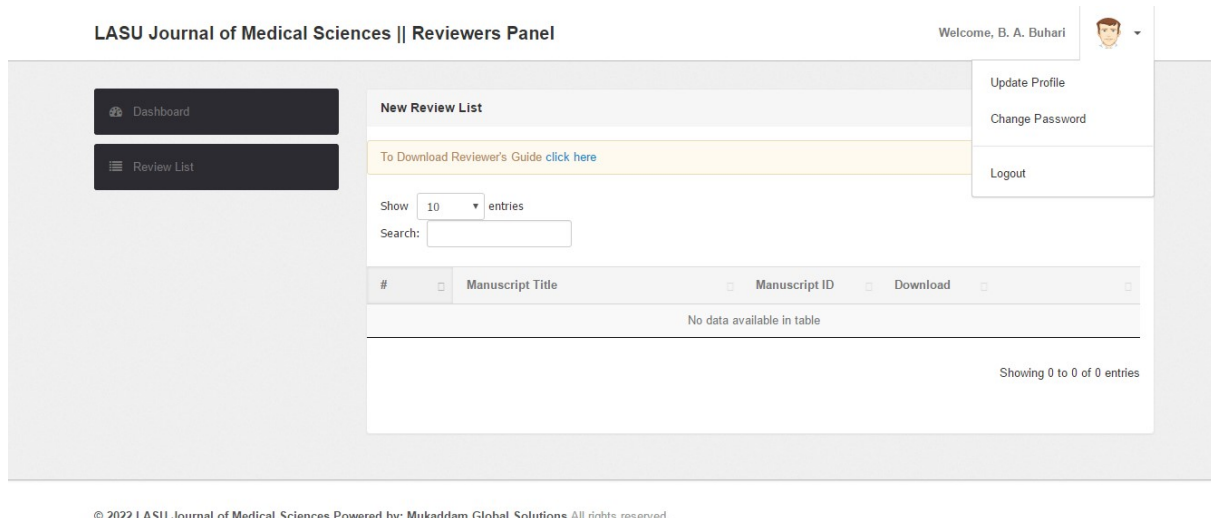
#	Name of Reviewer	Name of Author	Manuscript Title	ManuscriptID	Review Status
1	B. A. Buhari	Bello Alhaji Buhari	Testing Manuscript Title 1	LASUJMS-2022-7-1-1	Reviewed

Figure 3: Review List

4. Update Profile

This is a menu item that can be access by clicking on the human head at the right hand corner of the top menu as shown in figure 4. It allows reviewers to

update their profile. On clicking the menu update profile form will be displayed as shown in figure 5.



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Figure 4: Drop down menu

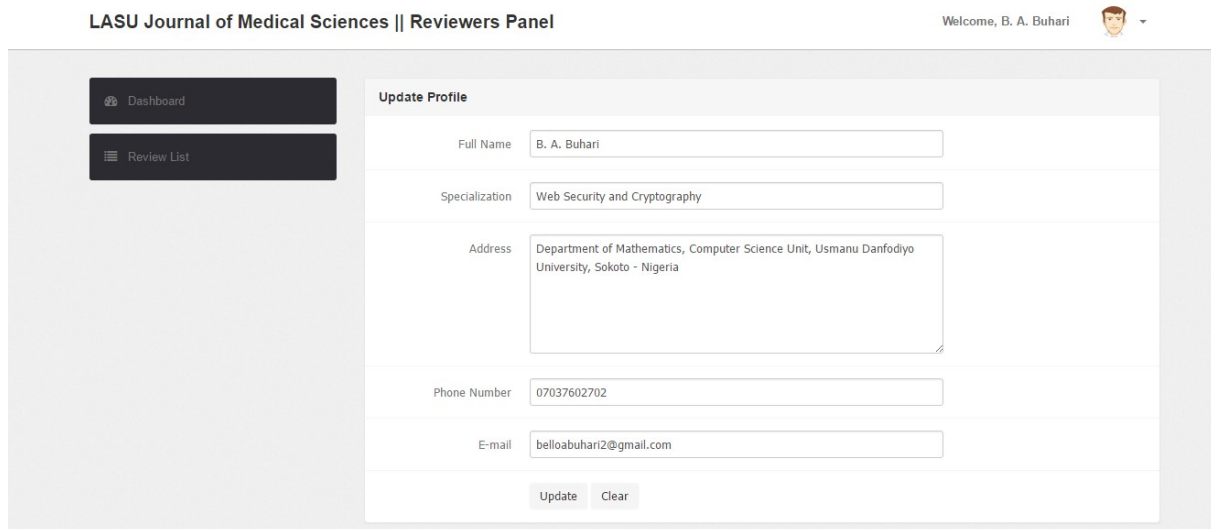


Figure 5: Update Profile Form

5. Change Password

This is a menu item that can be access by clicking on the human head at the right hand corner of the top menu as shown in figure 4. It allows reviewers to change their password. On clicking the menu change password form will be displayed as shown in figure 6.

The screenshot displays the 'Reviewers Panel' interface. At the top, the header reads 'LASU Journal of Medical Sciences || Reviewers Panel' on the left and 'Welcome, B. A. Buhari' with a user profile icon on the right. A dark sidebar on the left contains two buttons: 'Dashboard' and 'Review List'. The main content area features a 'Change Password' form with two input fields labeled 'New Password' and 'Confirm Password', and a 'Change' button at the bottom. A copyright notice at the bottom states: '© 2022 LASU Journal of Medical Sciences Powered by: Mukaddam Global Solutions All rights reserved.'

Figure 6: Change Password Form

6. Forgot Password

In situations when reviewers could not login because they forgot their password, the system can send them their password via email by clicking on “Forgot Password?” link. Once the link is followed, a forgot password form will be displayed as shown in figure 7.

The screenshot shows the 'Forgot Password' form within the 'LASU Journal of Medical Sciences' interface. The header includes the journal name on the left and a 'Forgot your password?' link on the right. The form itself is titled 'Forgot Password Form' and contains a single input field for 'E-mail Address'. Below the input field is a blue button labeled 'Remember Password'. A copyright notice at the bottom reads: '© 2022 LASU Journal of Medical Sciences Powered by: Mukaddam Global Solutions All rights reserved.'

Figure 7: Forgot Password Form