

임상검사와학회지(KJCLS) 투고 안내

임상검사와학회지(KJCLS)에 논문투고를 해 주셔서 감사 드립니다.

KJCLS 투고/심사 시스템의 투고방법은 아래와 같습니다.

1. 메인(로그인)

ID와 Password를 넣고 Login을 합니다.

회원가입이 안 되어 있으면 Create Account 를 통해서 가입을 합니다.

회원가입한 아이디로 로그인하시면 투고가 가능 합니다.

The screenshot shows the KJCLS login page. At the top, the KJCLS logo and name are displayed, along with ISSN information. A navigation bar contains 'Home > Login' and buttons for 'JOURNAL HOME', 'CREATE AN ACCOUNT', and 'LOG IN'. The main content area is titled 'LOGIN' and includes a welcome message and instructions. A login form with fields for 'User ID' and 'Password' is highlighted with a red dashed box and a yellow '1'. Below it is a 'FORGOT YOUR PASSWORD' button and a form for entering an email address, also highlighted with a red dashed box and a yellow '2'. To the right, a 'RESOURCES' menu with links like 'Instructions for Authors' and 'Help(Author Manual)' is highlighted with a red dashed box and a yellow '3'. The top right navigation buttons are highlighted with a red dashed box and a yellow '4'. The footer contains copyright information and contact details.

- 1) 회원로그인(논문투고는 제 1저자 또는 교신저자가 진행)
- 2) 회원가입, 아이디/비밀번호 찾기: 이메일을 넣으면 아이디/비밀번호를 가입하신 메일로 보내 드립니다.
- 3) Quick menu (Instructions for Authors, Help(Author Manual), Help(Reviewer Manual), Forgot your Password)
- 4) 저널 홈페이지, 회원가입, 로그인 바로가기 버튼

2. 저자 로그인(후) 화면

논문 신규투고 및 진행중 목록을 확인하실 수 있습니다.

KJCLS
Korean Journal of Clinical Laboratory Science

ISSN 1738-3544(Print)
ISSN 2288-1662(Online)

Home > Author center > My Manuscripts

Username: infoadm Author [EDIT ACCOUNT](#) [LOG OUT](#)

1 **New Submission**

- Submit New Manuscript
- Incomplete Submissions (17)
- Submissions Being Processed (0)

Revision

- Submissions Needing Revision (0)
- Revisions Being Processed (0)

Completed

- Submissions with a Decision (0)

Withdrawals

- Withdrawn Manuscripts (0)

Co-Author Manuscript

- Co-Author Manuscript List (0)

2 **Revisions Being Processed**

Manuscript ID	Manuscript Title	Date Submitted	Date Decided	Status	Continue Submission
No Records Found.					

3 **Author Resource**

- Received e-mail from KJCLS
- [Author Manual](#)
- [Copyright form Download](#)

1) 논문 메뉴 항목 소개

- New Submission : 신규투고
- Revision : 수정투고
- Completed : 심사가 끝난 논문
- Withdrawals : 투고 취소한 논문
- Co-Author Manuscript : 공동저자로 참여한 논문

2) 1번에 해당하는 세부 항목 클릭 시 하단에 상세 결과가 나타납니다.

3) 수신메일, 저작권양도동의서 다운로드, 저자를 위한 설명

3. 신규투고 (Submit New Manuscript) 페이지 입니다.

Step1.

논문의 체크리스트를 확인하고 동의 후 다음단계를 진행합니다.
해당사항이 없을 경우도 YES 체크를 해서 진행해 주십시오.

KJCLS

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Home > Author Center > Submit a manuscript > Step 1: Checklist
Username: infoadm Author EDIT ACCOUNT

Checklist
→
Type, Title & Abstract
→
Authors & Institutions
→
File Upload
→
Proof & Submit

To proceed with the submission, you need to check the following.
Manuscripts that do not meet the guidelines mentioned below will be immediately returned to the author.

Checklist	
연구윤리	
1. 이 원고는 중복투고가 아니며, 연구윤리규정을 준수하였음.	<input type="checkbox"/> Yes
원고 일반	
2. A4 용지, 글자크기 10 point, 줄간격 160%, 원고 10페이지 이내	<input type="checkbox"/> Yes
3. 1) 제목, 저자, 소속: 국문 및 영문 작성 2) 제목, 단축제목, 저자, 소속, 조록, 중심단어, 교신저자 연락처, 표, 그림, 참고문헌: 영문 작성 3) 연구분야 명시(2개 분야 지정 가능)	<input type="checkbox"/> Yes
영문조록	
4. 250단어 이내	<input type="checkbox"/> Yes
5. 비정형조록은 하나의 단락으로 작성하였음.	<input type="checkbox"/> Yes
6. 중심단어: 5개 단어 이내 (MeSH에서 확인)	<input type="checkbox"/> Yes
본문	
7. 본문의 순서는 투고규정대로 작성하였음.	<input type="checkbox"/> Yes
8. 참고문헌의 모든 논문들이 본문에 인용하였음.	<input type="checkbox"/> Yes
참고문헌	
9. 원저는 30개 이내(증례보고는 15개 이내)	<input type="checkbox"/> Yes
10. 학술지 명칭: 공인된 약어 (Index Medicus에서 확인)	<input type="checkbox"/> Yes
11. DOI 포함된 논문일 경우 기재	<input type="checkbox"/> Yes
표와 그림	
12. 약자 설명은 도표 밑에 기술하였음.	<input type="checkbox"/> Yes
13. 수치가 본문의 내용과 일치하고 오차가 없음.	<input type="checkbox"/> Yes
본 학술지 논문 2편 이상을 인용해 주시기 바랍니다.	

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저작권 이양에 대한 동의

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타입, 타이틀, 초록 등 기본정보를 등록합니다.

입력 후에 Save & Continue 버튼 클릭해서 진행해 주시면 됩니다.

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Select your manuscript type. Enter your title, running title and abstract (250 words or less) into the appropriate boxes below. Add between two and five keywords for your manuscript. If you need to insert a special character, click the "Special Characters" button. When you are finished, click "Next."

Type, Title & Abstract SPECIAL CHARACTERS

** Manuscript Type [Select] [v]
** Research Areas [Select] [v] [Select] [v]
Title (KOR) [text]
** Title (ENG) [text]
** Running Title [text]

Summary (KOR) [text area]
** 필수 항목 입력

Press Control-V (or Open Apple-V) to paste 0 / 250

** Abstract (ENG) [text area]
Press Control-V (or Open Apple-V) to paste

** Keywords [MeSH] [MeSH] [MeSH] [MeSH] [MeSH]
Acknowledgement [text]
Conflict of interest No potential conflict of interest relevant to this article was reported.

Suggest Reviewers
Name Institution E-mail
[text] [text] [text]
[text] [text] [text]
[text] [text] [text]
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Please note that the journal may not use your suggestions, but your help is appreciated and may speed up the selection of appropriate reviewers.

Non-prefer Reviewers
Name Institution E-mail
[text] [text] [text]
[text] [text] [text]

Save Save & Continue

특수문자 입력

논문 해당 Type과 분야 선택

Step3. 저자/소속정보 입력 화면 입니다.

- 1) 저자정보 ; 소속, 성명, 이메일, 주소, ORCID 번호(교신저자 해당), 교신저자의 우편번호 및 주소를 입력합니다.
- 2) 논문투고 ; 단계별 입력시 Save 버튼을 누릅니다. 마지막 단계에서 PDF 파일을 완성합니다. V 표시하여 Approve PDF 하여 Submit 버튼을 누르면 투고됩니다.
- 3) 저자권동의 ; 각각 저자들에게 이메일로 저작권인계동의서로 발송되며, 이후 Agreement가 전부 확인되면 논문심사가 진행됩니다.

Checklist
→ Type, Title & Abstract
→ **Authors & Institutions**
→ File Upload
→ Proof & Submit

The submitting author will automatically be designated as the first author.

Preview
▶ PREVIEW

thesis
inforang
thesis admin*

Corresponding Author : thesis admin, seo-kyo [448-13]
Tel : 02-5000-5000, Fax : 02-5000-5001, E-mail : raonday@inforang.com

Institution

Order	Institution (KOR)	Institution (ENG)	
▼		inforang	Add

Authors

Order	Institution	Corresponding Author	Korean Name	First Name	Middle Name	Last Name	E-mail	
▲ ▼	▼ ▼	<input checked="" type="radio"/>	thesis	thesis		admin	raonday@inforang.com	Add

Corresponding Author Information

Postal Code	Address	Phone	Fax
448-13	seo-kyo	02-5000-5000	02-5000-5001

Previous Save Save & Continue

저자/소속 입력
Add(추가)
Del(삭제)

저자 순서 변경

Step4. 투고 파일 업로드 화면입니다.

표지, 본문, 그림표 파일을 따로 등록 할 수 있으며, 등록 후 추가 등록 및 수정이 가능합니다. (Cover : hwp, doc), (Main : hwp, doc), (Table : hwp, doc, ppt), (Figure : ppt, jpg, gif)

등록할 파일을 PC에서 찾아 Upload Files 클릭하여 올립니다.

표, 그림 5개 초과 시 UPLOAD FILES을 클릭한 후 추가적으로 업로드할 수 있습니다.

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- **Manuscript file upload**

1. Upload as many as needed for your manuscript and make sure to select the file Item from the drop-down menu. These files will be combined into a single PDF document for the review process. You must ensure that these files are numbered in the order in which they should appear in the PDF. If you have made a mistake, delete the file(s) and reupload. Make sure to click on "Upload Files" to successfully upload your files.
2. When all Items have been attached, click **Next** at the bottom of the page.

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Order	File Name	File Item	Date	Edit	Delete
No files have been uploaded.					

Upload new files

No	File Item	Upload new files
1	Select	찾아보기...
2	Select	찾아보기...
3	Select	찾아보기...
4	Select	찾아보기...
5	Select	찾아보기...

UPLOAD FILES ▶

Previous Save **Save & Continue**

Step5. 확인 및 제출 화면 입니다.

등록한 내용은 Edit 버튼을 통해서 수정 가능하며, 정상 등록시 PDF변환 버튼이 활성화되고 PDF 변환을 하여 확인 체크 후 투고(Submit) 해 주시면 됩니다.

[Checklist](#) → [Type, Title & Abstract](#) → [Authors & Institutions](#) → [File Upload](#) → [Proof & Submit](#)

Review the information below for correctness and make changes as needed, and you MUST CLICK 'SUBMIT' to complete your submission.

Step 1: Checklist

1. 이 문고는 중복투고가 아니며, 연구윤리규정을 준수하였음.	Yes
2. A4 용지, 글자크기 10 point, 줄간격 150%, 흰고 10마이하지 이내	Yes
3. 1) 제목, 저자, 소책, 국문 및 영문 작성 2) 제목, 단국제목, 저자, 소책, 조록, 중심단어, 교신저자 연락처, 표, 그림, 참고문헌, 영문 작성 3) 연구분야 명시(2개 분야 지정 가능)	Yes
4. 2502언어 이내	Yes
5. 비정형부록은 하나의 단락으로 작성하였음	Yes
6. 중심단어: 5개 단어 이내 (MeSH에서 확인)	Yes
7. 번번의 순서는 부고규정대로 작성하였음	Yes
8. 참고문헌의 모든 논문들이 본문에 인용하였음.	Yes
9. 원저는 30개 이하(총페이지는 15개 이내)	Yes
10. 학술지 영장: 공인된 약어 (Index Medicus)에서 확인)	Yes
11. DOI 포함된 논문일 경우 기재	Yes
12. 학자 실명론 조표 필에 기술하였음	Yes
13. 수치가 본문의 내용과 일치하고 오차가 없음.	Yes

I certify that the above information is true and correct

Every author took a certain role and made contribution to the study and the manuscript. In case of publication, I agree to transfer all copyright ownership of the manuscript to the Korean Journal of Clinical Laboratory Science to use, reproduce, or distribute the article.

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Copyright Transfer Form: Fax

Step 2: Type, Title & Abstract

Manuscript Type: Original Article
Research Areas: Biochemistry, Immunology
Title (KOR): 테스트
Title (ENG): test
Running Title: testtest
Summary (KOR): 테스트
Abstract (ENG): testtest
Keywords: test, test, test
Acknowledgement: test
Conflict of interest: No potential conflict of interest relevant to this article was reported.

Suggest Reviewers

Name	Institution	E-mail
test	inforang	test@inforang.com

Non-prefer Reviewers

Name	Institution	E-mail
None (or N/A)		

Step 3: Authors & Institutions

Institute (KOR): inforang
Authors (KOR): thesis*
Institute (ENG): inforang
Authors (ENG): thesis admin*
Corresponding Author Information: thesis admin, test@inforang.com (445-13)
 Tel: 02-5000-5000, Fax: 02-5000-5001, E-mail: test@inforang.com

Step 4: File Upload

Order	File Name	File Item	Date
Title page	How are you.docx (10kb)	Title page	Jan 26, 2015
Original File	How are you2.docx (11kb)	Manuscript File	Jan 26, 2015
Fig 1	windows.JPG (29kb)	Figure	Jan 26, 2015

Step 5: Proof & Submit

Type	Status	View	CONVERT
PDF	Do not change		CONVERT

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PDF 변환 버튼

※ PDF 변환 화면

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PDF	 15019.pdf	Processing	Under 2 Min


- Please verify each pdf file after the conversion process is completed.
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Type	View	Status	Wait
PDF	 15019.pdf	Completed	-

- Please verify each pdf file after the conversion process is completed.
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4. 재투고 페이지 입니다.

1차 심사 완료 후 재투고 판정 논문은 Revision에서 확인 후 Action란 하단에 Continue 버튼을 클릭해서 재투고를 진행합니다.

New Submission

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- Submissions Being Processed (0)

Revision

- Submissions Needing Revision (1)**
- Revisions Being Processed (0)

Completed

- Submissions with a Decision (0)

Withdrawals

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Co-Author Manuscript

- Co-Author Manuscript List (0)

Author Resource

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Submissions Needing Revision					
Manuscript ID	Manuscript Title	Date Submitted	Date Decided	Status	Action
KJCLS-15-002	test	Jan 26, 2015		MS in revision 1 st	Continue

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5FL KAMT Bldg. 41, Jongam-Ro, Seongbuk-Gu, Seoul 136-860, Korea.
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E-mail : office@kjcls.org, kamt@hanmail.net / Powered by INFOrang.co., Ltd

Step1. Author's Response 단계입니다.

투고자는 심사위원의 심사평에 대한 저자답변을 기재하는 단계로 직접 입력하거나 파일로 첨부하는 2가지 방식이 있습니다.

Author's Response → Type, Title & Abstract → Authors & Institutions → File Upload → Proof & Submit

Decision Letter (Editorial Comment)

• Reviewer A : Jan 26, 2015

test

Author's response (comments to the reviewers)

Attach Author's response file

Files attached

File Name	Delete
There are no file in this list.	

Save Save & Continue

Step2. 타입, 타이틀, 초록 등 기본정보를 수정합니다.

신규투고시에 입력했던 정보가 보여지며, 수정하실 부분만 수정/입력 후에 Save & Continue 버튼 클릭해서 진행해 주시면 됩니다.

Author's Response → **Type, Title & Abstract** → Authors & Institutions → File Upload → Proof & Submit

Select your manuscript type. Enter your title, running title and abstract (250 words or less) into the appropriate boxes below. Add between two and five keywords for your manuscript. If you need to insert a special character, click the "Special Characters" button. When you are finished, click "Next."

Type, Title & Abstract SPECIAL CHARACTERS

** Manuscript Type: Original Article

** Research Areas: Biochemistry Immunology

Title (KOR): 테스트

** Title (ENG): test

** Running Title: testtest

Summary (KOR):
^ ^ ^ ^ ^

Press Control-V (or Open Apple-V) to paste

** Abstract (ENG):
testtesttest 1 / 250

Press Control-V (or Open Apple-V) to paste

** Keywords: tt MeSH ee MeSH ss MeSH
tt MeSH MeSH MeSH MeSH

Acknowledgement: test

Conflict of interest: No potential conflict of interest relevant to this article was reported.

Suggest Reviewers

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Suggesting 2 reviewer(s) is Required for Submission.
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신규투고시에 입력했던 정보가 보이며, 수정이 불가능합니다.

The submitting author will automatically be designated as the first author.

Authors & Institutions	
Institute	inforang
Authors	thesis admin *
Corresponding Author Information	thesis admin, seo-kyo [448-13] Tel : 02-5000-5000, Fax : 02-5000-5001, E-mail : raonday@inforang.com

2 An author cannot be added or deleted after the submission.

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Order	File Name	File Item	Date	Edit	Delete
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Original File	How are you2.docx (11kb)	Manuscript File	Jan 26, 2015		
1	windows.JPG (28kb)	Figure	Jan 26, 2015		

Upload new files			
No	File Item	Upload new files	
1	Select	<input type="text"/>	찾아보기...
2	Select	<input type="text"/>	찾아보기...
3	Select	<input type="text"/>	찾아보기...
4	Select	<input type="text"/>	찾아보기...
5	Select	<input type="text"/>	찾아보기...

UPLOAD FILES

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Authors (KOR)	thesis*	
Institute (ENG)	inforang	
Authors (ENG)	thesis admin *	
Corresponding Author Information	thesis admin, seo-kyo [448-13] Tel : 02-5000-5000, Fax : 02-5000-5001, E-mail : raonday@inforang.com	

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