

Contributor names in the journal database must be First Letter Capital only

Eg. **Firstname** **Middlename** **Lastname** (check picture example below)

1. Login
2. Click on the submission tile
3. Click on Publication and follow the steps as depicted in picture below.
4. To add author, click on Add Contributor if author is not matching to the cameraready documents (**if authors are not matching editor ha right to reomove author(s) from the camera ready document**)

Workflow: **Publication** (Click 1st)

Status: Unscheduled [Schedule For Publication](#)

Contributors (Click 2nd)

Name	E-mail	Role	Primary Contact	In Browse Lists	Order	Add Contributor
ahmed lateef khalaf	a.l.khalaf@almamonuc.edu.iq	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Edit Delete
F. K. AL-ZUHAIRI	150009@uotechnology.edu.iq	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
W. A. KADHIM	150020@uotechnology.edu.iq	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
M. H. AB. RAHIMA	abrahimmh@yahoo.co.uk	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Edit Name : First word Letter Capital Only
eg: Ahmed Lateef Khalaf

Need to do for All Authors