



How to Submit a Manuscript in OJS (Open Journal Systems)

IRAQI JOURNAL OF AGRICULTURAL SCIENCES

A step-by-step guide for authors submitting to a journal running on IJAS Open Journal Systems.

Before You Start

Make sure you have:

1 — Register / Log In

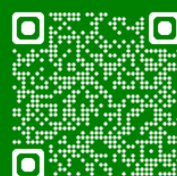
1. Go to the journal's website.
2. Click Register (first time) or Login (returning user).
3. When registering, tick the box "Yes, I would like to be contacted to review submissions to this journal" only if you also want to review — but make sure Author role is selected so you can submit.

2 — Start a New Submission

1. From your Dashboard, click New Submission (top-right) or via submission section <https://jcoagri.uobaghdad.edu.iq/index.php/intro/about/submissions>
2. You'll enter a 5-step submission wizard.

3 — The 5-Step Submission Wizard

- ◆ Start
 - Choose the Submission Language (Arabic or English)
 - Inter Title *
 - Read and tick all items in the Submission Checklist (formatting, originality, references style, etc.).
 - Accept the Copyright / Privacy Consent*.
 - (Optional) Add Comments for the Editor.
 - Click Save and Continue.





How to Submit a Manuscript in OJS (Open Journal Systems)

IRAQI JOURNAL OF AGRICULTURAL SCIENCES

A step-by-step guide for authors submitting to a journal running on IJAS Open Journal Systems.

◆ Step 1: Submission Details

- Enter the title*
- Enter the keywords* , each one separately
- Enter Abstract* (Copy/Paste)
- Enter References* (Copy/Paste)
- Click Continue → Continue

◆ Step 2: Upload Files

- Select add file or Upload file (Upload files the editorial team will need to evaluate your submission) word/pdf document .
- Click Continue → Continue

◆ Step 3: Contributors

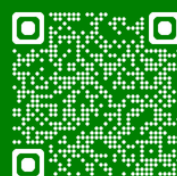
- Add all co-authors: click Add Contributor and fill in given name*, Family name, Preferred Public Name, email*, country, ORCID for each and affiliation.
- Click Save and Continue.
- Set the Primary Contact and the display order of authors.
- Click Save and Continue.

◆ Step 4: For the Editors

- if there any Supporting Agencies, Data Availability Statement and Funding data (optional)

◆ Step 5: Review and Submit

- Review that everything is correct before submit.





How to Submit a Manuscript in OJS (Open Journal Systems)

IRAQI JOURNAL OF AGRICULTURAL SCIENCES

A step-by-step guide for authors submitting to a journal running on IJAS Open Journal Systems.

- You'll see a confirmation screen.
- The system emails you an acknowledgment.
- You can now Review this submission, Create a new submission, or Return to your dashboard.

Step 6 — Track Your Submission

1. Go to your Dashboard.
2. Your manuscript appears under My Queue / Submissions.
3. Click it to view its status:
 - Submission → awaiting editor assignment
 - Review → under peer review
 - Copyediting → accepted, being edited
 - Production → being prepared for publication

