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## JOURNAL OF MINING AND EARTH SCIENCES

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## GUIDE FOR ONLINE SUBMISSION OF REVIEW

### 1. LOGGING IN THE ONLINE SYSTEM

#### 1.1. Article Review Request by email

The Reviewers will receive an invitation to review the manuscripts from the Editors via automatically sent emails with the subject titled "[JMES] Article Review Request".

[JMES] Article Review Request Inbox x



4:48 PM (52 minutes ago) ☆ ↶ ⋮

I believe that you would serve as an excellent reviewer of the manuscript, "Xây dựng mô hình số độ cao cho mỏ lộ thiên có độ sâu lớn từ dữ liệu ảnh chụp bằng thiết bị bay Inspire 2," which has been submitted to Tạp chí Khoa học kỹ thuật Mỏ - Địa chất. The submission's abstract is inserted below, and I hope that you will consider undertaking this important task for us.

Please log into the journal web site by 2020-12-24 to indicate whether you will undertake the review or not, as well as to access the submission and to record your review and recommendation.

The review itself is due 2020-12-31.

Submission URL: <http://tapchi.humg.edu.vn/ojs31/index.php/jmes/reviewer/submission?submissionId=87&reviewId=2&key=sBVjpxKP>

The e-mail message includes information about the manuscript title, and asks the reviewer to log in to the system to accept to review before the recorded

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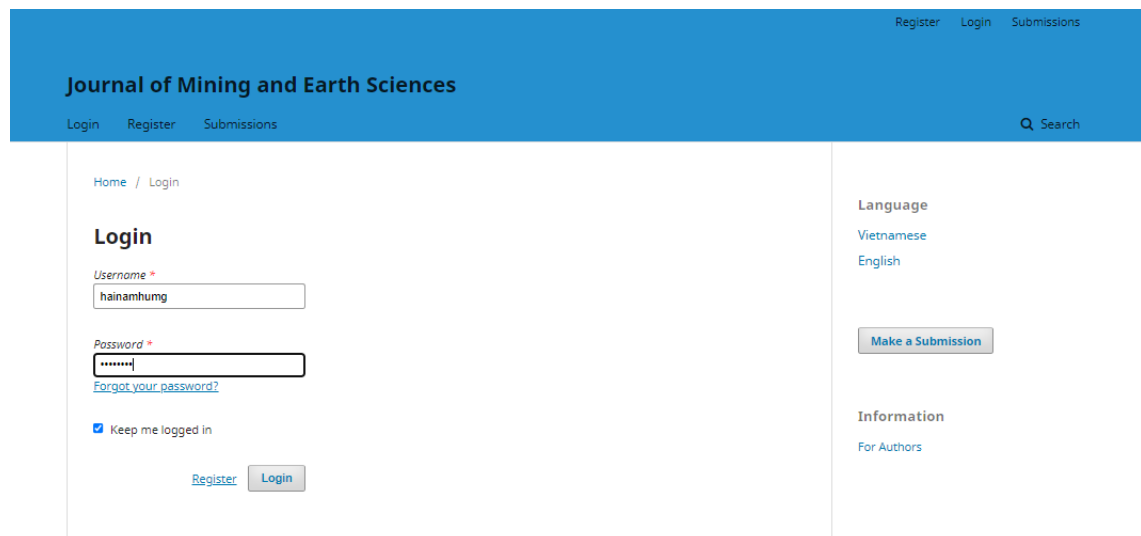
date. The response time and login link to the article is also included in the email.

*The accounts, emails and personal information have already been created and updated by JMES for Reviewers who have not registered. Therefore, the reviewer does not have to register a new account on the JMES system, but only needs to log in and perform the review steps.*

To log in and change your personal information or retrieve your login password, review the instructions for the next steps.

## 1.2. Logging in the Online system from the Reviewer's account

The reviewers click the box "Login" in the upper right hand corner; Enter "Username" and "Password" in the corresponding boxes; Click the box "Login" to log in the account and view the full manuscript.



### **If the reviewer forget the "Password",**

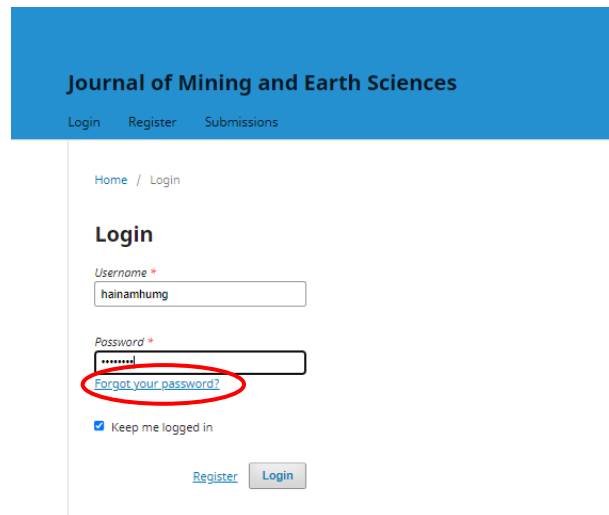
- Click "Forgot your password?"; Enter your e-mail address used to register as a User in the box "Registered user's email";
- Click "Reset Password"; A new Password will be generated and automatically sent to your e-mail address;

*Note:* Check the "Spam box" because the automatically sent messages may be located here; you may need to click the link and the box "Report not spam" in

your e-mail;

### 1.3. Reset Password

#### Step 1: Login



- Enter your e-mail address used to register as a User in the box “Registered user’s email”

- Click “Reset Password”;

Home / Reset Password

### Reset Password

Enter your account email address below and an email will be sent with instructions on how to reset your password.

Registered user's email \*

hainamhung@gmail.com

Register **Reset Password**

The author enters the email and then click on the "**Reset Password**". The system will notify you by email.

[Home](#) / [Reset Password](#)

## Reset Password

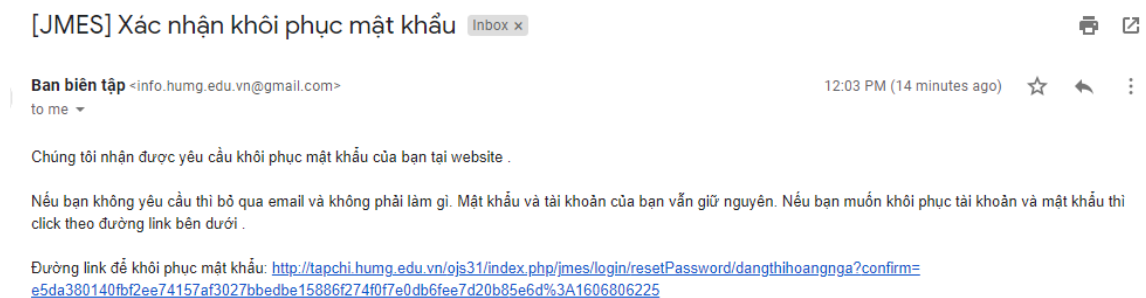
A confirmation has been sent to your email address. Please follow the instructions in the email to reset your password.

[Login](#)

### Step 2:

Follow the instructions on the email to retrieve your login password.

A new Password will be generated and automatically sent to your e-mail address;



*Note: Check the “Spam box” because the automatically sent messages may be located here; you may need to click the link and the box “Report not spam” in your e-mail;*

### Step 3:

When you click on the password reset link in **step 2**. Another email with username and new password will be sent to your email. Please login with the new password. When you successfully login, the system asks you to change your password immediately. See how to change the password in [1.5].

#### **1.4. Setup the information**

Please click on the top right corner of the screen, the username is displayed in the account's function menu.

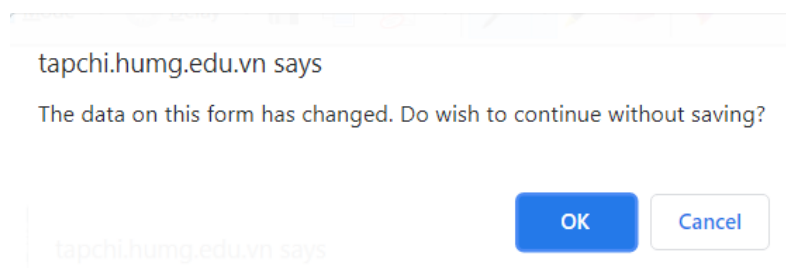
Select the function "**View profile**" to set up.



## ✓ Setup the Identity function

*Note: The JMES system is in both Vietnamese and English. So, when you enter any information, there are always 2- language entry fields. It is necessary for the Users to enter both Vietnamese and English languages.*

When the data are changed, if the User does not press the "Save" button and switches to another function, the system will have a message to ask the User to save change. If yes, press "OK" button, otherwise press "Cancel" button.



- ✓ **Choose "Contact"** function to change email address (limited editing), phone number,...
- ✓ **click on "Public"** function to update personal photo and personal website address or ORCID iD. Press the button "Update File" to select a personal photo (2x3 or 4x6cm),
- ✓ **"Password"** function:

Please enter **"Current password"**: This password is only used to log in. Enter **"New password"** and re-enter **"Repeat new password"** to check the matching. Then click on the **"Agree"** button to reset.

**Profile**

[Identity](#) [Contact](#) [Roles](#) [Public](#) [Password](#) [Notifications](#) [API Key](#) [Help](#)

Enter your current and new passwords below to change the password for your account.

**Current password**

**New password**

*The password must be at least 6 characters.*

*Repeat new password*

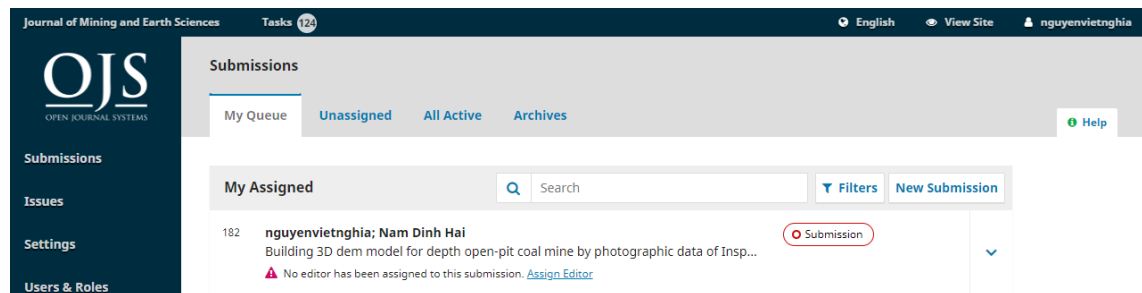
Your data is stored in accordance with our [privacy statement](#).

## 2. REVIEW

### 2.1. Accept Review

*The JMES is subject to a double-blind review process, the reviewers do not know information about the manuscript authors, and the authors do not know the reviewers. The steps are performed on the JMES system and managed by the Editorial Board and Managing Editor.*

After logging in to the JMES system, the Reviewers will see the following message:



The Reviewers click on the manuscript that is waiting for confirmation and follow the steps below:

#### **Step 1. Confirming to accept or decline the review request**

Information about the manuscript title and abstract is displayed

**Review: Building DEM for deep open-pit coal mines using DJI Inspire 2**

1. Request

2. Guidelines

3. Download & Review

4. Completion

**Request for Review**

You have been selected as a potential reviewer of the following submission. Below is an overview of the submission, as well as the timeline for this review. We hope that you are able to participate.

**Article Title**

Building DEM for deep open-pit coal mines using DJI Inspire 2

**Abstract**

Using photo data of unmanned aerial vehicle (UAV) for building 3D models has been widely used in recent years. However, building a 3D model for deep open - pit coal mines with the mean height difference between surface and bottom of mines to over 500 m, there has not been researched mentioned. The paper deals with the assessment possibility of developing 3D models for deep open - pit mines from UAV image data. To accomplish this goal, DJI's Inspire 2 flying device is used to take the photo at Coc Sau coal mine. The flying area is 4 km<sup>2</sup>, the flight altitude compared to the takeoff point on the mine surface is 250 m, the

Reviewers click on the manuscript title and attached files to download the full manuscript to the computer

Review schedule must include response due date and review due date.

[View All Submission Details](#)

**Review Schedule**

2020-12-03	2020-12-24	2020-12-31
Editor's Request	Response Due Date	Review Due Date

[About Due Dates](#)

Yes, I agree to have my data collected and stored according to the [privacy statement](#).

Accept Review, Continue to Step #2

Decline Review Request



Reviewers agree to read the manuscript, then check the button **“Yes, I agree...” - Yes, I agree to have my data collected and stored according to the privacy statement**

Next, click the box "Accept review, continue to Step #2" to confirm the agreement to review the manuscript

Accept Review, Continue to Step #2

If the reviewer Decline then click on the **“Decline Review Request”**.

## **Step 2: Guidelines**

After accepting the review request, please click the box "Continue to Step #3" in the "Reviewer Guidelines";

Click to download the full manuscript in the box "Review Files"



## **Reviewer Guidelines**

This publisher has not set any reviewer guidelines.



Reviewers click on the **“Continue to Step #3”** to go to the next step.

## **Step 3: Download & Review**









Review Files: Download file and attachments for the manuscript

- ✓ Reviewer's comments on the manuscript will be sent to the corresponding author and the editors

*Note: Reviewers must fill the comments on the JMES system to save on the database*









### Review

Enter (or paste) your review of this submission into the form below.

		<b>B</b>	<i>I</i>	<u>U</u>					 Upload	
Nhập (hoặc dán) nhận xét đánh giá của phản biện về bài báo này cho tác giả và ban biên tập										

*For author and editor*

✓ Comments for the editorial board: if applicable

		<b>B</b>	<i>I</i>	<u>U</u>					 Upload	
Nhập (hoặc dán) nhận xét đánh giá riêng cho ban biên tập										

*For editor only*

✓ Send comments to the corresponding author

**Upload**

Upload files you would like the editor and/or author to consult, including revised versions of the original review file(s).

Reviewer Files Q Search **Upload File**

Reviewers click on the "**Upload file**". The reviewer sends the comment file, asking the author to correct, ...

### Upload File ✕

1. Upload File    2. Review Details    3. Confirm

✓ , jmes\_articleBuilding DEM\_review.docx Change File

**Continue**    Cancel

Reviewers click on the "**Continue**" to go to the next step.

In addition to the comments on the manuscript, the Reviewers must comment on the requested contents in the review form (round 1) of the JMES. The review sample file can be downloaded from the website of JMES.

**REVIEWER COMMENTS**  
**JOURNAL OF MINING AND EARTH SCIENCE (JMES)**  
**(First Assessment)**

Article title:.....

(Please, double-click on one square for your selection)

**1. Initial points to be considered:**

- Does the subject fall within the scope of the journal?  Yes  No
- Is this a novel and original contribution?  Yes  No
- Are interpretations and conclusions sound, justified by the data and consistent with the objectives?  Yes  No
- Is the material too clinical, too specializes or too preliminary for our readership?  
 Yes  No

If your answers (s) to any of the above points suggest that the paper is not suitable for the journal, please give clear argument for rejection on the review form:

**2. If the paper is appropriate for review, then please consider the following:**

- Does the title clearly reflect the contents?  Yes  No  
Comment:.....
  - Is the abstract sufficiently informative, suitable to appear on the journal?  Yes  No  
Comment:.....
  - Are keywords appropriate?  Yes  No  
Comment:.....
  - Is the statement of the article adequate and appropriate in view of the subject matter?  
 Yes  No  
Comment:.....
  - Is the description of materials and methods sufficiently informative to allow replication of the experiment?  Yes  No  
Comment:.....
  - Are the statistical methods used correct and adequate?  Yes  No  
Comment:.....
  - Are the results clearly presented?  Yes  No  
Comment:.....
  - Is the organization of the article satisfactory?  Yes  No  
Comment:.....
  - Does the content justify the length?  Yes  No  
Comment:.....
  - Are the figures, photos and table all necessary, complete and clearly presented?  
 Yes  No  
Comment:.....
  - Are the references adequate?  Yes  No  
Comment:.....
- 
- Is the English correct and understandable to a multidisciplinary and multinational readership?  Yes  No  
Comment:.....

**3. Recommendation to the Editor:**

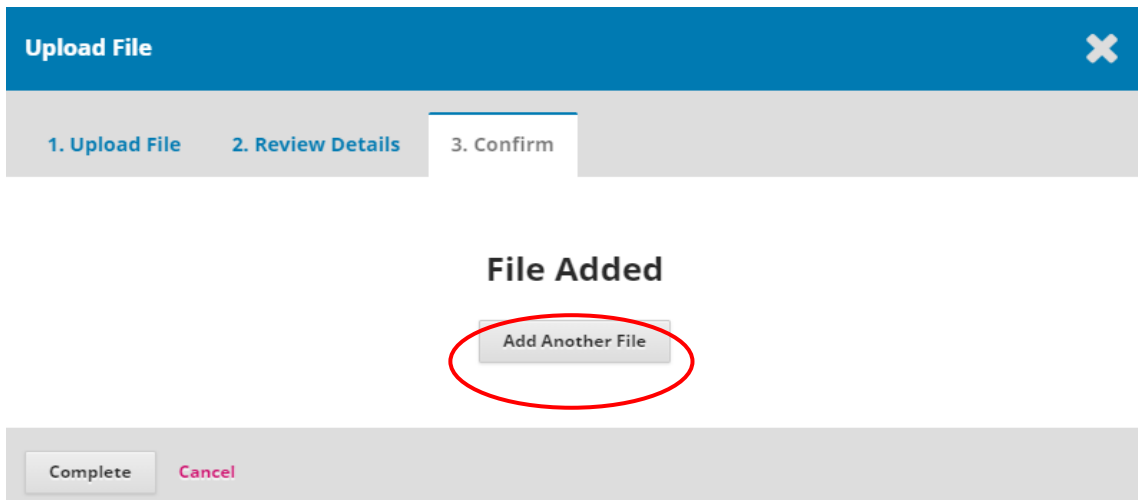
- Acceptance with no revision
- Acceptance with minor revision
- Acceptance with major revision
- Rejection

\_\_\_\_\_  
Signature of Reviewer

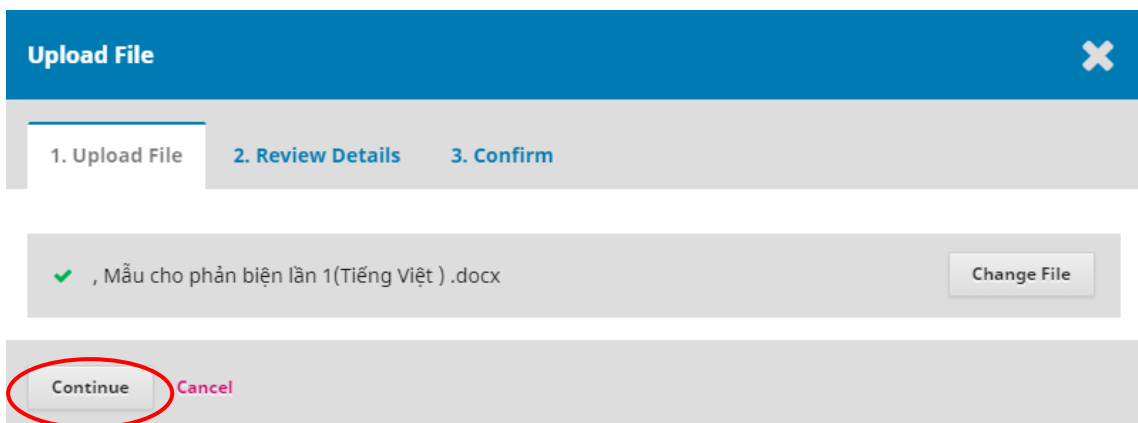
\_\_\_\_\_  
Date (Month/Day/Year)

\_\_\_\_\_  
Name of Reviewer (Please type or print)

\_\_\_\_\_  
Title (Please type or print)



Reviewers click on the **“File Added”** to upload the comment file, then click on the **“Continue”**.



After uploading files, the results of the uploaded files are displayed. If you want to delete or change the uploaded file, press the left blue arrow button in front of each file, **“Edit”** and **“Delete”**.



## Upload

Upload files you would like the editor and/or author to consult, including revised versions of the original review file(s).

Reviewer Files		Search	Upload File
	 143-1 , jmes_articleBuilding DEM_review.docx	December 8, 2020	
	<a href="#">Edit</a> <a href="#">Delete</a>		
	 144-1 , Mẫu cho phản biện lần 1(Tiếng Việt) .docx	December 8, 2020	

The “**Edit**” is used to change the title of the uploaded file

### Edit a file

 docx  23MB

[Save](#) [Cancel](#)

*Note: Reviewers want to change the uploaded file, they have to delete that file and upload a new file.*

In addition, reviewers can discuss more about the content of the manuscript.

Reviewers click on the "Add discussion" - add discussion file. The operation is similar to uploading the comment file.

Review Discussions					<a href="#">Thêm thảo luận</a>
Tên	From	Last Reply	Replies	Closed	
<i>Không có sản phẩm</i>					

### ✓ Recommendation

Overall assessment results include:

1. Accept Submission

2. Revisions Required
3. Resubmit for Review
4. Resubmit Elsewhere
5. Decline Submission
6. See Comments

In which:

1. **Accept Submission:** The manuscript is accepted for publication in the current form without any revisions. The manuscript is all satisfactory; the Authors' contribution is significant; evidences are clearly and convincingly presented ; related publications are adequately cited; the analysis result and evaluation are clear; the format is as specified, ...
2. **Revisions Required:** The manuscript is accepted for publication with major or minor revisions; it is requested for the Authors to revise the manuscript and clarify the comments and questions reported by the Reviewers.
3. **Resubmit for Review:** The manuscript is not accepted for publication; it should be rewritten with major changes and resubmitted again for review process.
4. **Resubmit Elsewhere:** The manuscript is rejected, but it can be submitted to other places.
5. **Decline Submission:** The manuscript is rejected because it does not meet the basic requirements as specified by the Journal.
6. **See Comments:** The manuscript is denied for publication with some comments shown in the attached file.

### **Submit Review:**

Reviewers select “**Accept Submission**” and click on the “**Submit**”

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**Review"** to submit the review report.

### “Submit Review”

#### Recommendation

Select a recommendation and submit the review to complete the process. You must enter a review or upload a file before selecting a recommendation.

Submit Review

Go Back

Click on the “OK” to confirm

**Confirm** ✕

Are you sure you want to submit this review?

OK Cancel

### **Step 4: Completion**



**Review: Building DEM for deep open-pit coal mines using DJI Inspire 2**

[1. Request](#)

[2. Guidelines](#)

[3. Download & Review](#)

[4. Completion](#)

## Review Submitted

Thank you for completing the review of this submission. Your review has been submitted successfully. We appreciate your contribution to the quality of the work that we publish; the editor may contact you again for more information if needed.

### Review Discussions

[Add discussion](#)

Name

From

Last Reply

Replies

Closed

*No Items*