First Time Online Submission Instructions

Go to the journal website: http://journals.sfu.ca/abr/

Click on REGISTER

Fill out the form. Be sure to complete all areas of the forms and use normal capitalization and punctuation for names, titles, affiliations, abstracts, etc.

Make sure you check the *Register as:* **Author: Able to submit items to the journal** tick box (and others as applicable).

Submit the form (it might reject, for example, if you mistype the validation text, just try again).

Once the form is successfully submitted, you'll see the *User Home* where you can see your roles such as **Author** or **Reviewer**.

Click on **Author** and it will take you to the *Active Submissions* page.

You'll see this:

Follow the five steps and the last step is "confirm submission."

Be sure to complete all areas of the forms (including co-authors, added with the ADD AUTHOR button) and use normal capitalization and punctuation for names, titles, affiliations, abstracts, etc.

After you finish step five, you'll be taken to your *Active Submissions* page.