

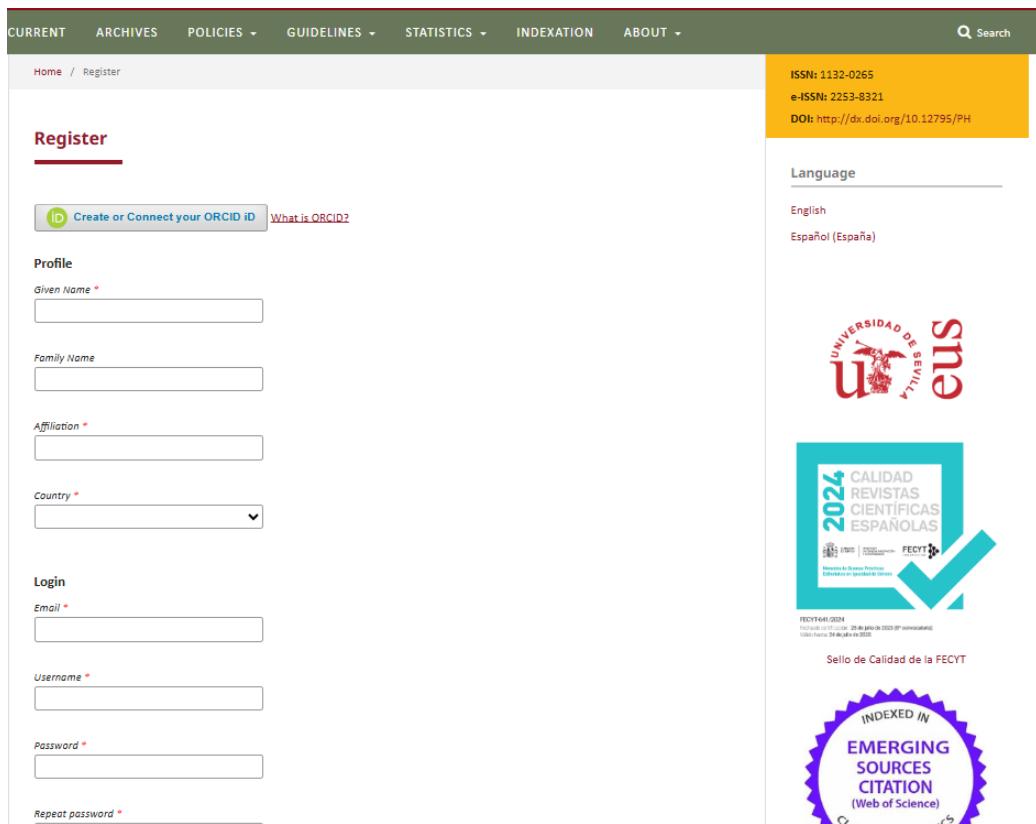
Instructions for Author Registration on the OJS platform and submission of the article

1. REGISTER AS AN OJS USER IN THE JOURNAL AND LINK YOUR ORCID PROFILE WITH THE OJS USER

VERY IMPORTANT!!

In the event that the article is signed by more than one author, **ALL of them** must carry out the registration process on the journal's platform and link their ORCID, since each of them plays the role of "author".

Enter the following link and create a profile with username and password: [Register | Philología Hispalensis](#)



The screenshot shows the registration page for the journal 'Philología Hispalensis'. The page has a header with links for CURRENT, ARCHIVES, POLICIES, GUIDELINES, STATISTICS, INDEXATION, and ABOUT. A search bar is on the right. The main content area is titled 'Register' and contains fields for 'Profile' (Given Name, Family Name, Affiliation, Country) and 'Login' (Email, Username, Password, Repeat password). A sidebar on the right displays the journal's ISSN (1132-0265), e-ISSN (2253-8321), DOI (http://dx.doi.org/10.12795/PH), language options (English, Spanish), and logos for the University of Seville (US) and FECYT.

To do this, it is **mandatory** to carry out the following steps:

1. Link or connect your ORCID identifier (alphanumeric, non-commercial code that uniquely identifies scientists and other academic authors). If you do not have the aforementioned digital identifier, you must create it and then link it (<https://orcid.org/register>).
2. Create your profile on the platform: fill in the requested academic data form. Please note that the email must be of an institutional nature (personal emails are not allowed).
3. Activar su cuenta.



revistascientificas.us.es/index.php/PH/user/register

**PHILOLOGIA
HISPALENSIS** *Revista de Estudios
Lingüísticos y Literarios*

CURRENT ARCHIVES POLICIES GUIDELINES STATISTICS INDEXATION ABOUT

Home / Registration awaiting verification

Registration awaiting verification

We've sent a confirmation email to you at jrisoto@fundacionsafa.es. Please follow the instructions in that email to activate your new account. If you do not see an email, please check to see if it was put in your spam folder.

ISSN: 1132-0265
e-ISSN: 2253-8321
DOI: <http://dx.doi.org/10.12795/PH>

Language

English
Español (España)

2. SUBMISSION

The submission process consists of the following steps:

1. Access your registration dashboard.

- Continue to fill in the data of your profile (Identity, Contact, Tasks, Public, Password, Notifications). Pay special attention to the "Identity", "Tasks" tabs (mark the reader option and mainly the "author") and "Audience". Don't forget to relink your ORCID.



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Lingüísticos y Literarios*

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Search

About the Journal



THEMATIC ASSIGNMENT:
Linguistics | Literature

ISSN: 1132-0265
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Philologia Hispanensis Tasks 0 English View Site

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Roles

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- Author
- Reviewer

Register with other journals

Reviewing interests

Save

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

* Denotes required field



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Profile Image

Drag and drop a file here to begin upload

Upload File

Bio Statement (e.g., department and rank)

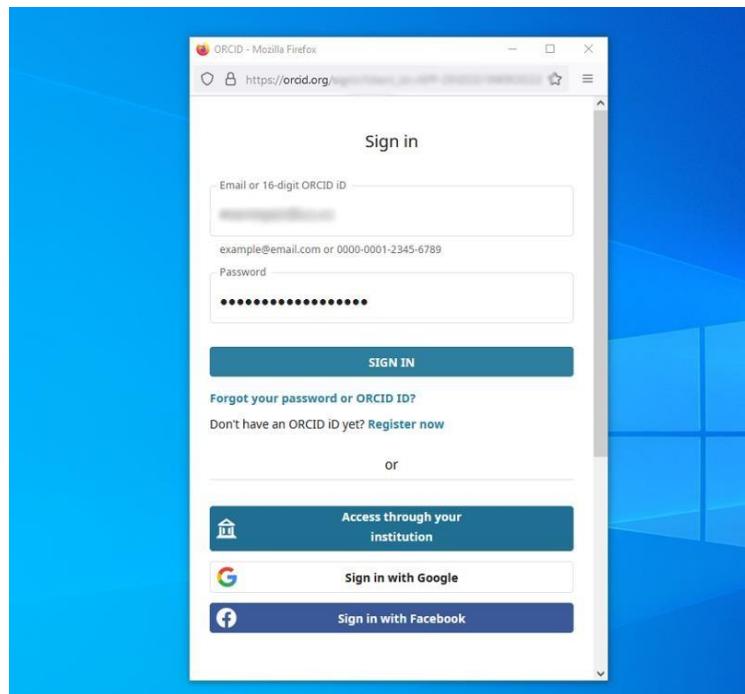
Homepage URL

ORCID ID

Save



This will take you to the ORCID page where you will need to enter your username and password



2. Submission

To submit an article to the journal, once registered, go to the "Submit an article" section. The following screen will appear with the different data that you have to fill in. Proceed to fill in the information in sections 1, 2, 3 and 4 following the instructions

Ethical Commitment | Philologia Hispalensis (us.es)'. Below this is a checkbox for 'The author's name and any possible reference that may reveal who the author of the article is has been removed from the text. When the text is sent to the peer evaluation section, follow the instructions included in [Ensuring an Anonymous Evaluation](#).'" data-bbox="142 567 832 875"/>

Submit an Article

1. Start 2. Upload Submission 3. Enter Metadata 4. Confirmation 5. Next Steps

Submission Language
Español (España)

Submissions in several languages are accepted. Choose the primary language of the submission from the pulldown above. *

Section
Articles

Articles must be submitted to one of the journal's sections. *

Submission Requirements

You must read and acknowledge that you've completed the requirements below before proceeding.

The article has not been previously published nor has it been submitted for consideration by any other journal.

The text meets the stylistic and bibliographic conditions included in this guideline. Otherwise, it will not be accepted.

The PUBLICATION ETHICS AND BAD PRACTICES DECLARATION are specified in: [Ethical Commitment | Philologia Hispalensis \(us.es\)](#)

The author's name and any possible reference that may reveal who the author of the article is has been removed from the text. When the text is sent to the peer evaluation section, follow the instructions included in [Ensuring an Anonymous Evaluation](#).

VERY IMPORTANT. If the **authorship** of the article is **shared**, keep in mind that **the author who assumes the responsibility of uploading the article to the platform is in charge of filling in** tab 3. "Enter the metadata" **the data of the other co-authors** as well – a file for each author – (referred to in the OJS platform as "collaborators"), beyond the fact that they have previously carried out the mandatory registration process, **as well as enter the links to ORCID of these collaborators**, so that all of them are duly linked to the article.

Submit an Article

1. Start 2. Upload Submission 3. Enter Metadata 4. Confirmation 5. Next Steps

Prefix **Title *** **Examples: A, The**

Subtitle

Abstract *
Es el resumen del artículo prueba

List of Contributors

Name	E-mail	Role	Primary Contact	In Browse Lists
▶ [REDACTED]	[REDACTED]	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Add Contributor 

All the requested data will be completed, paying special attention to the information highlighted in the image (fill in a form for each co-author or collaborating author):

Add Contributor

Name

Given Name * Family Name

How do you prefer to be addressed? Salutations, middle names and suffixes can be added here if you would like.

Preferred Public Name

Contact

Email *

Country

Country *

User Details

See below to request authenticated ORCID ID

Homepage URL ORCID ID

Affiliation

Bio Statement (e.g., department and rank)

Contributor's role *

Author Translator

Principal contact for editorial correspondence. Include this contributor in browse lists?

ORCID

ORCID ID not authenticated! Please request authentication from the contributor.

Send e-mail to request ORCID authorization from contributor Delete ORCID ID and access token!

* Denotes required field

Author's ORCID URL: [https://orcid.org/...](https://orcid.org/)

VERY IMPORTANT! Check this box, in this way, the author will receive an email to authorize their ORCID to be included in the article and thus be visible.

ORCID

ORCID ID not authenticated! Please request authentication from the contributor.

Send e-mail to request ORCID authorization from contributor Delete ORCID ID and access token!

In this way, an email will be sent to the co-author asking him or her to authorize his or her collaboration in the article by linking his or her ORCID profile:

Once this last step is completed, the ORCID will be visible on the OJS platform.

Estimado/a **Autor/a**
Se le ha añadido como coautor/a de un artículo para **Nombre de la Revista**
Para confirmar su autoría, añada su identificador ORCID a este envío mediante el siguiente enlace.
 [Registrar o conectar su identificador ORCID](#)

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Finally, just confirm the submission:

