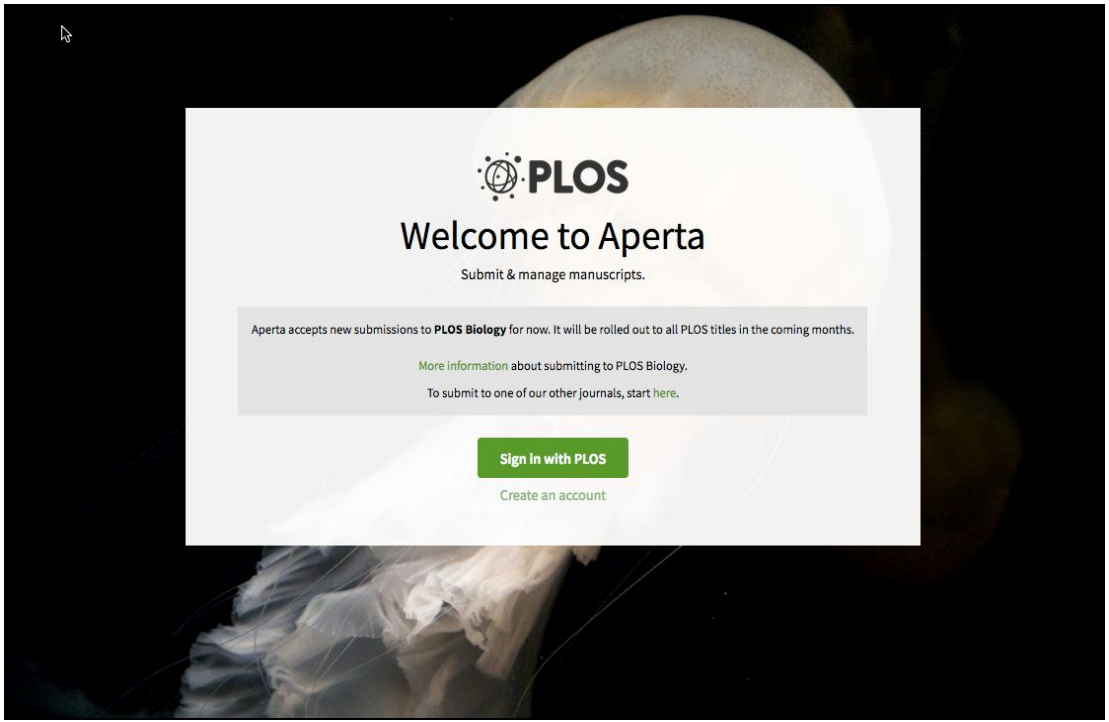
Welcome to Aperta

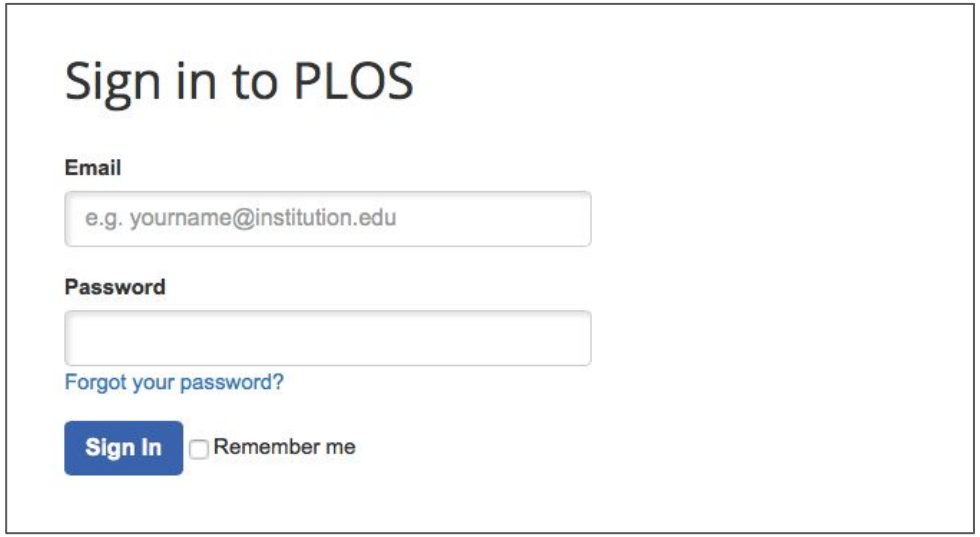
Welcome to Aperta™, our manuscript submission platform for *PLOS Biology.*

If you already have a PLOS account, click “Sign in with PLOS.”



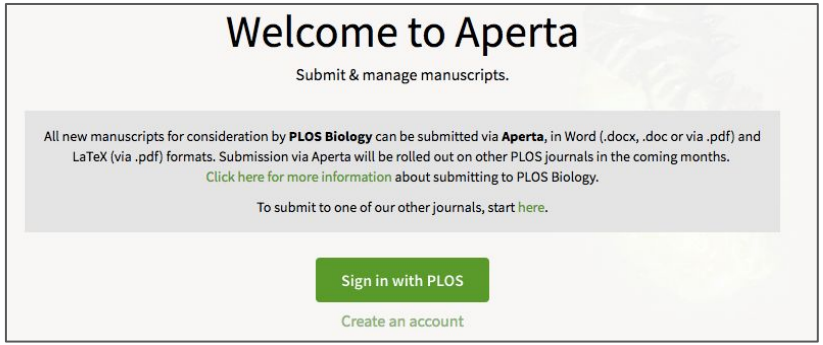
Enter your credentials on the sign-in screen.

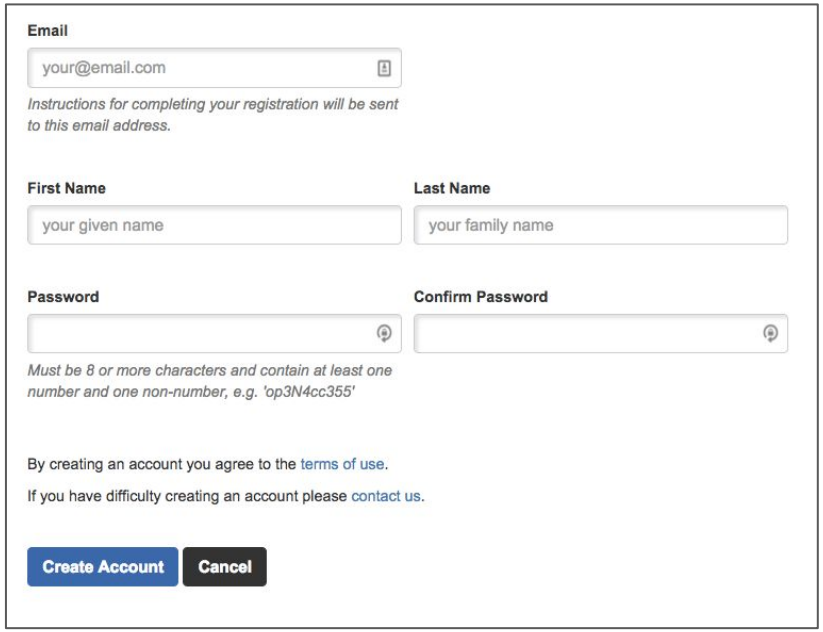
If you have forgotten your password, click “Forgot your password” to have reset instructions emailed to you.



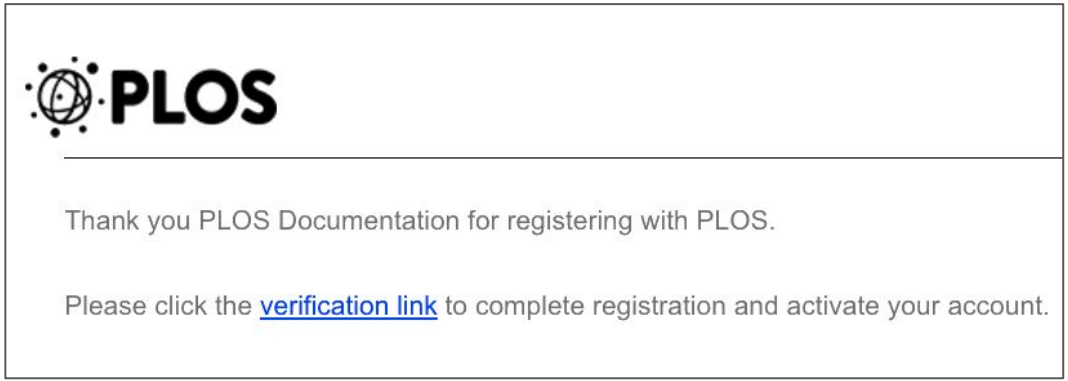
If you are new to PLOS, you will need to set up your PLOS account before you can sign in to Aperta. On the Aperta sign-in page, click “Create an account.”

On the next page, fill out the form and click “Create Account.”



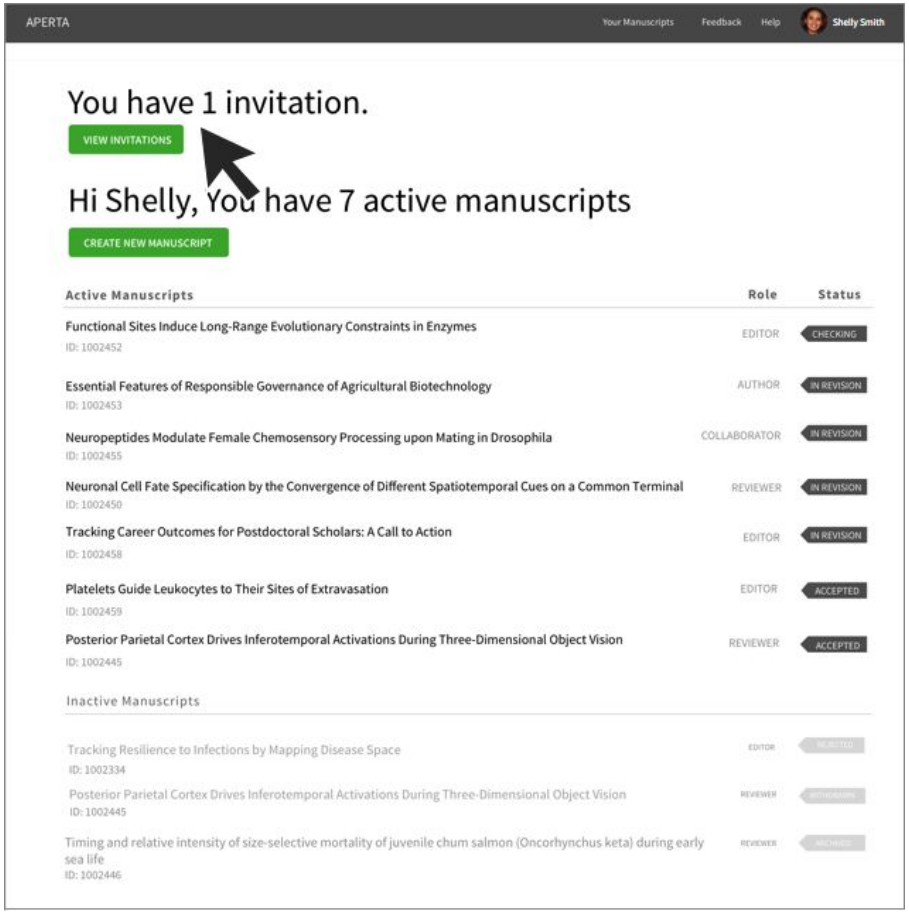


After completing the form, you will receive a confirmation email from plos.org with a link to verify your account.



Important: You must click the verification link in the confirmation email to complete your account registration. You will then be redirected to the sign-in page where you can now click “Sign in with PLOS” and enter your new credentials.

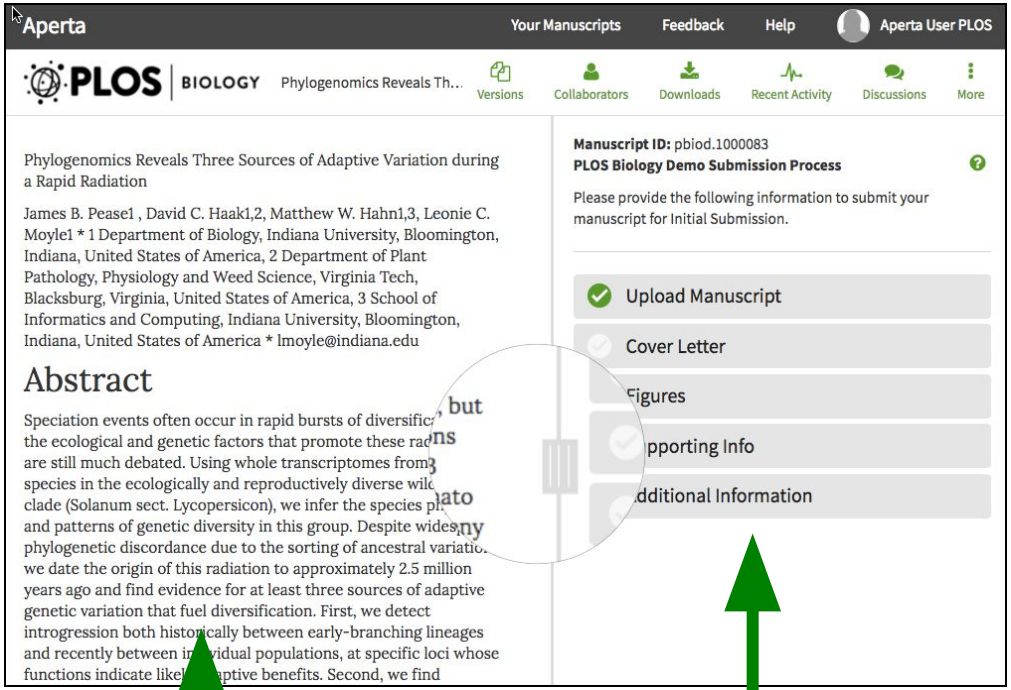
Once you sign in, you will see your list of active manuscripts. You can check the status of manuscripts you previously submitted, edited, or reviewed. You can also create new submissions, accept or decline invitations to review, or act as an academic editor.



The manuscript page is divided into two columns. The width of the columns can be easily adjusted.

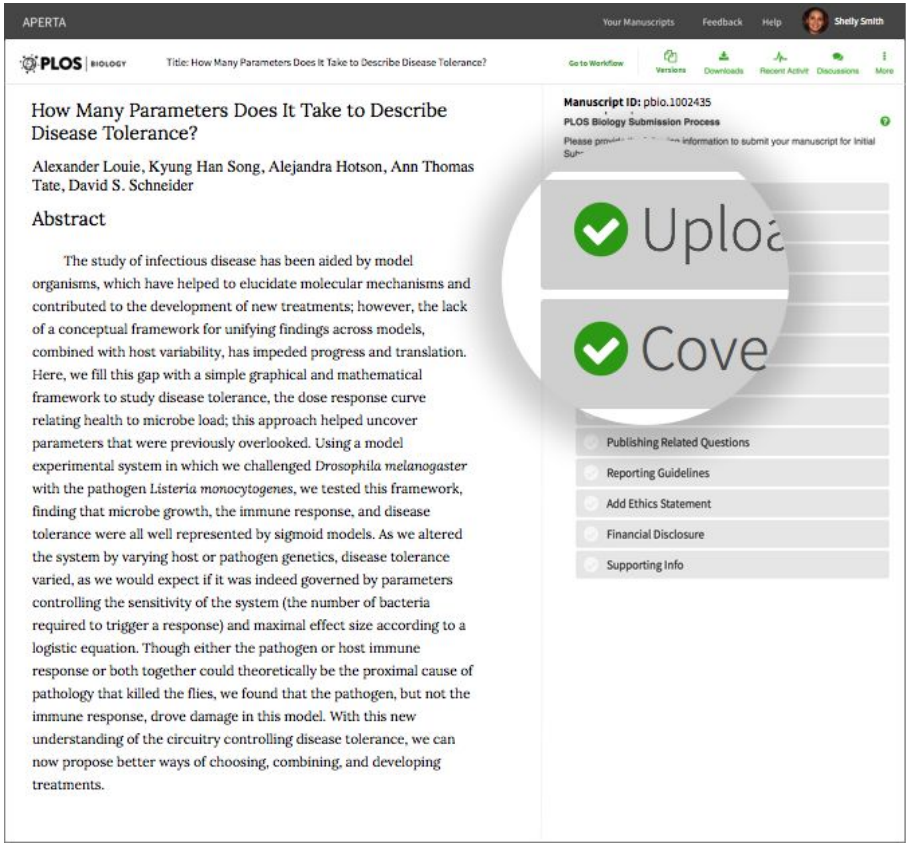
Your manuscript is automatically converted from the uploaded files and the figures are placed inline. PDF files will be displayed as uploaded.

The submission cards are on the right.

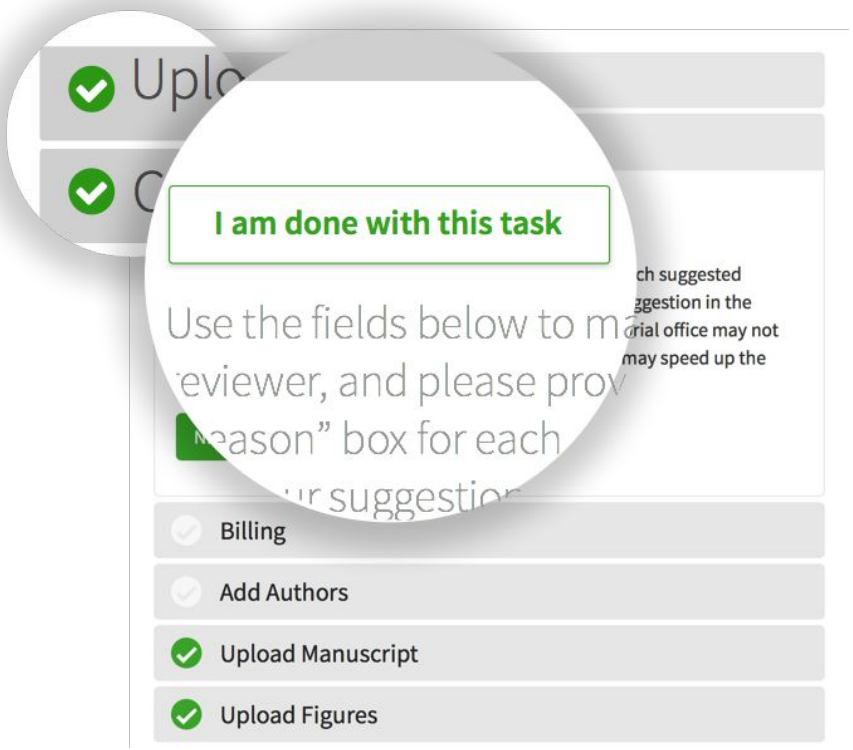


The submission cards represent the tasks associated with the manuscript. Completed cards have green check marks, whereas unchecked cards need action. Click on any card to open and edit or view the information about the task.

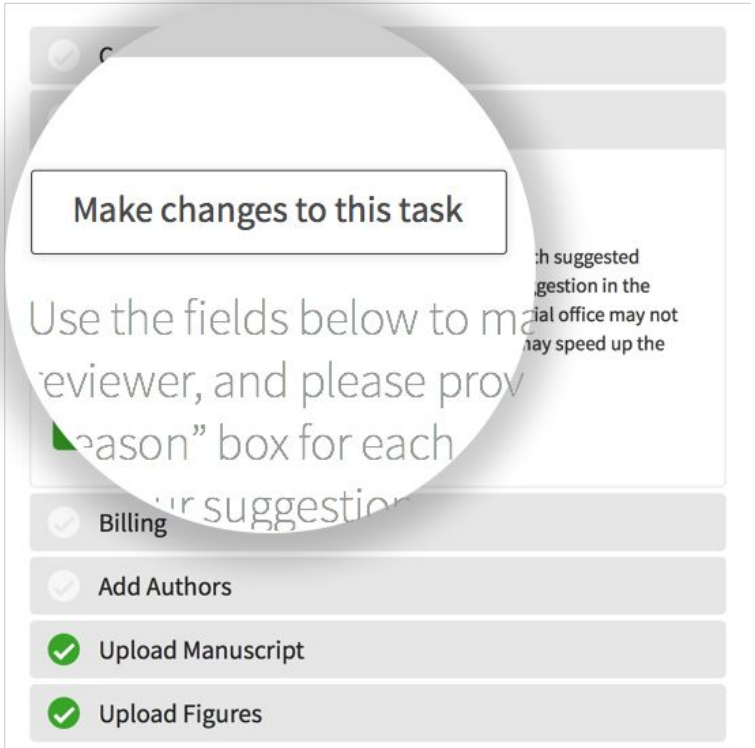
There are fewer submission cards for initial submissions to expedite the upload process. Authors notified that their manuscript will pass to peer review will be asked to complete more submission cards.



When you have completed a card, click “I am done with this task”. A green check mark will appear next to the task and you can move on to the next one. You can complete the cards in any order you prefer.



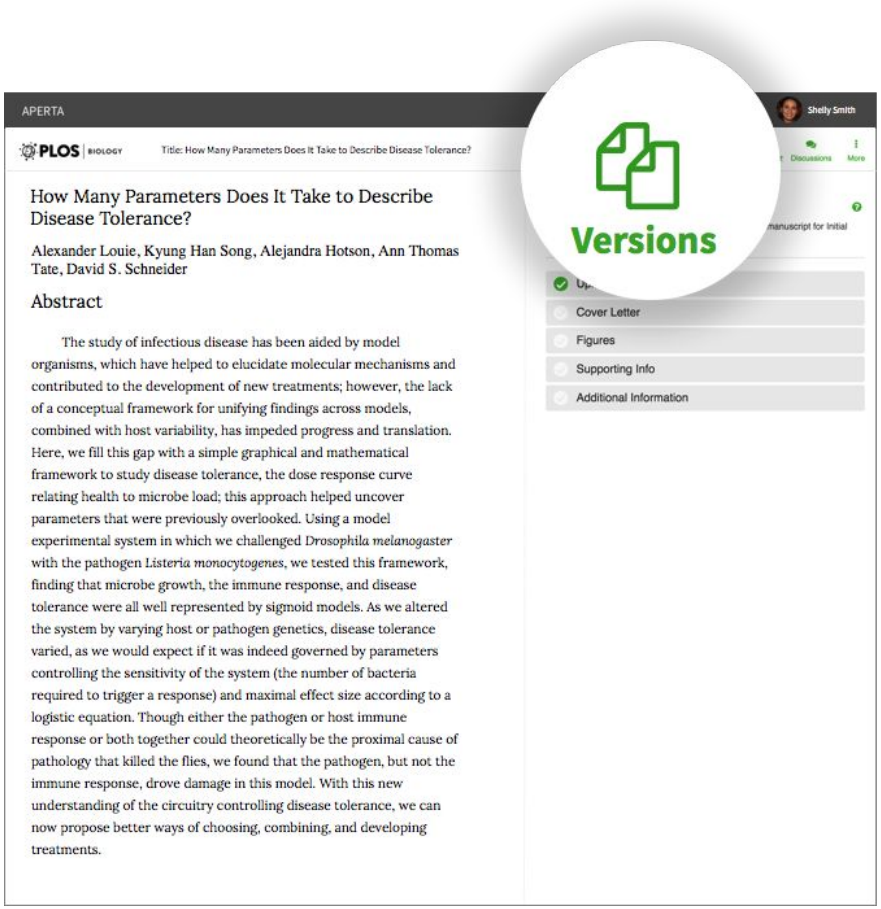
If you want to make changes to a completed card, click “make changes to this task”. You can edit cards until you submit your manuscript for review.



Use the Downloads tool to access current and prior versions of the uploaded manuscript file.

Microsoft Word submissions are downloadable in PDF with figures embedded. PDF submissions will download as submitted with any separate figure or supporting information files appended at the end.

To compare earlier versions of the manuscript (Word format only), click Versions in the upper right hand side. This will allow you to quickly compare the original submission (R0) with later versions (R1, R2, etc.). You can also compare information on the submission cards.



Aperta is in active development, so please send us feedback on your experience at any point using Aperta's feedback link. You can also email your suggestions and input to apertasupport@plos.org.