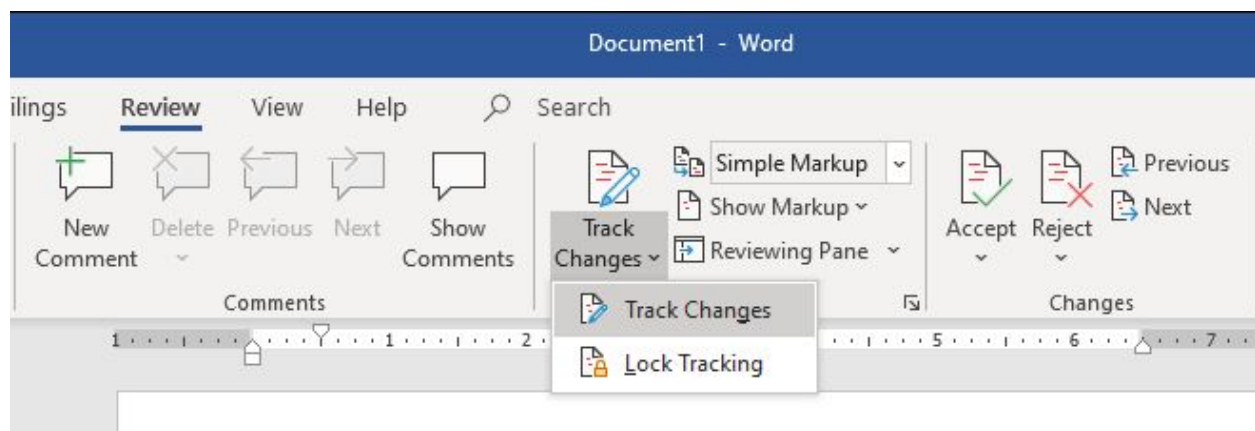


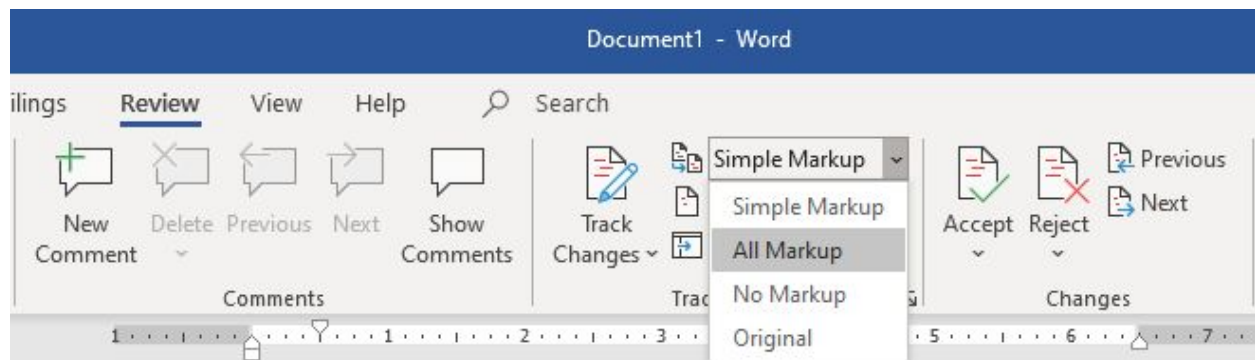
Spectra Revisions Tutorial

This revision tutorial should be consulted upon receipt of requested edits to your submitted manuscript. We ask that you conduct all manuscript revisions in Microsoft Word. Use the step-by-step guide below when making the necessary edits.

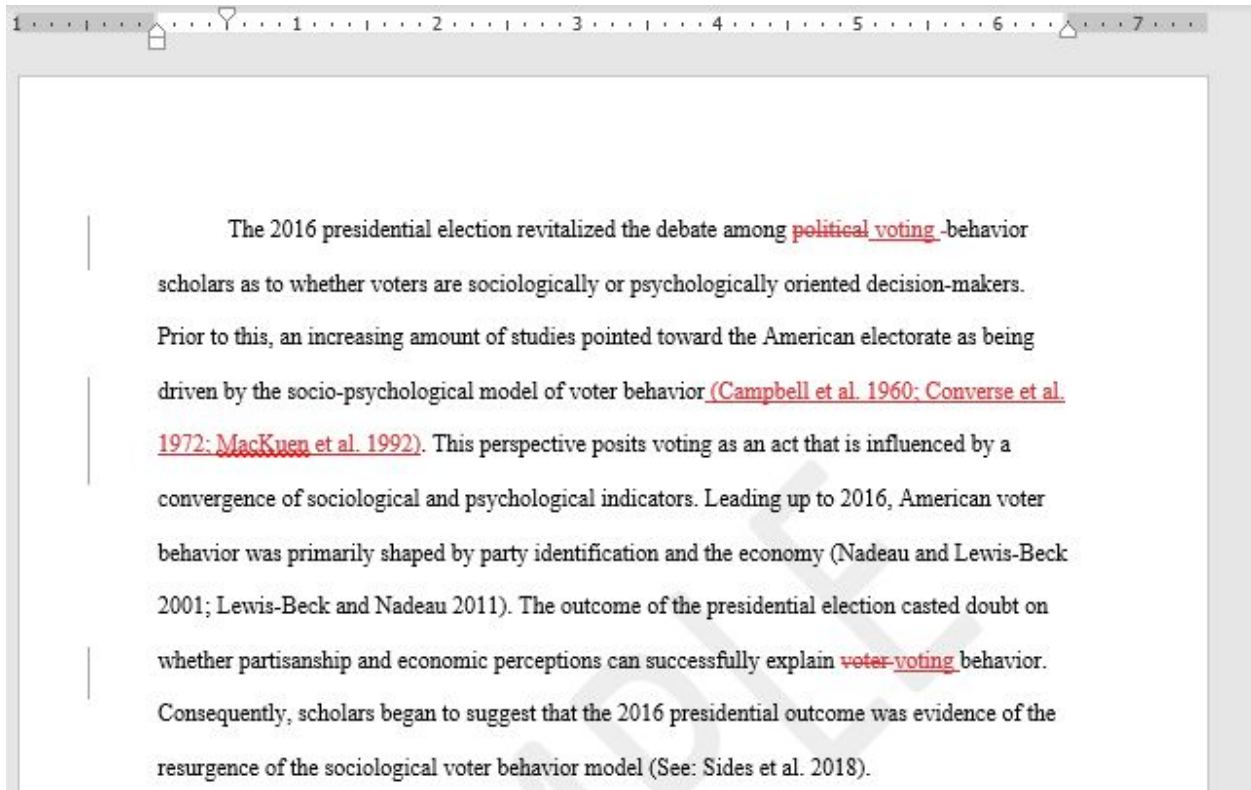
1. In your manuscript document, click on the ‘Review’ tab and select ‘Track Changes’. When ‘Track Changes’ is turned on, the track changes button will appear darker.



2. Then click on the top drop-down icon next to ‘Track Changes’ and select ‘All Markup’.

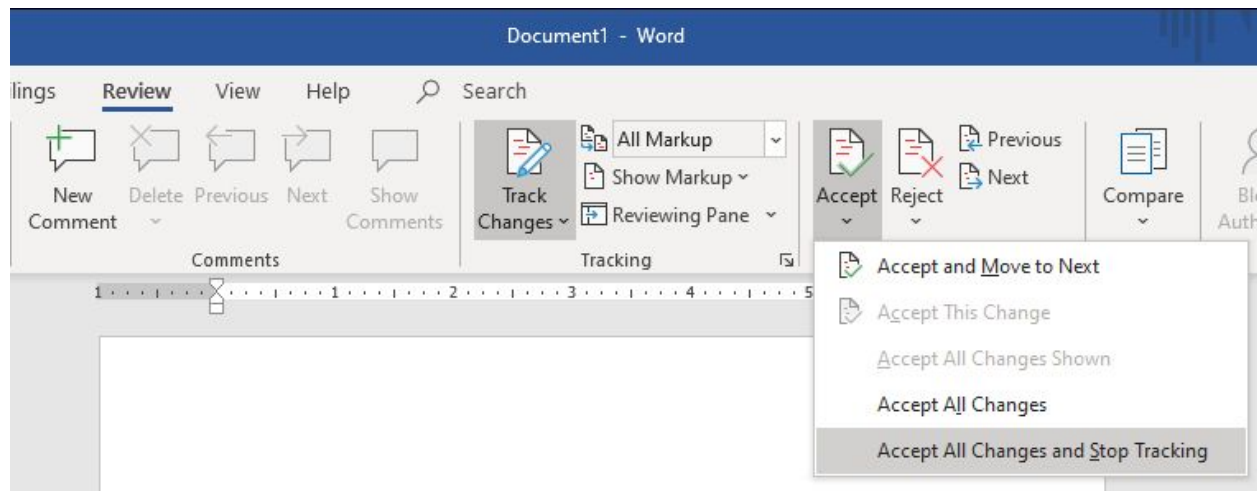


3. Start the necessary edits of the manuscripts. Note that changes you make will appear in red. When deleting or replacing text, a strikethrough will appear over the original text.



4. When you are finished with making the necessary revisions, go to ‘File’ and click ‘Save As’. Name the document with your ‘LastName_Markup’.

5. Then go to the “Review” tab and click on “Accept All Changes and Stop Tracking.” Once you do so, all the red changes will become permanent.



6. Finally, go to ‘File’ and select ‘Save As’. Name this file ‘LastName_Final’. Submit both documents to our@unlv.edu