

Extending Revision Due Date for Authors

Find the paper that needs the revision due date extended and in the Action column, click on “Details.”



In the Details window, scroll down to the very bottom of the screen. There’s a field labeled “Author Revision Due Date:” – enter in the new date here.



Once you’ve entered the new date, press Save and Close. You will need to notify the authors that you have granted their request for an extension.

You can also forward requests to the TRR Editorial Office (trr@nas.edu) and we will be happy to make the change for you.