Instructions for Registering and/or Submitting to Reflections:
How to Register as Reader, Author or Reviewer and How to Submit a Narrative

Note: In Firefox and some other browsers, the page may go blank after clicking on a link; if that happens, you have to use F5 to refresh your screen and/or click Allow.

Visit the Reflections online Journal page:
http://reflectionsnarrativesofprofessionalhelping.org

* Use the Register link at the top of the www.rnoph.org

Be sure to check the appropriate boxes at the bottom for Reader (all), Author, or Reviewer (Authorized member of the Narrative Review Board). You can change your status later by logging in and choosing Edit My Profile.

Note: Please do not use a password you use for any important personal/professional business. Reflections editors and staff do not have direct access to the password you have chosen, only to your user name. The SQL software database which underlies what you see stores that data and we don’t have the technical capacity to view that information.

* Check your email for a confirmation message with the username and password you have chosen.

* Visit the Reflections online journal page and use the Login link at the top of the page or here: www.moph.org/

Note: If you have lost your password, there is a link to request it below the login page.

* Click on the User Home link if you don’t arrive there after logging in.

* Review the Author Instructions

* Prepare your upload document in advance of the below steps, being sure to remove any metadata including your name.

Ready your Title and Abstract for submission and various indexing terms.

* Next, to the right of your Author status, see the New Submission link to submit a narrative.

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* Follow all the steps and you should arrive back at a page which notes your Active Submission.

* You will receive a confirmation email message with a link to the submission and a reminder of
your username.

* Subsequently, you can log-in, go to User Home, and see your Active Submission and accept any