


## PANDUAN SUBMIT JURNAL



Jika anda sudah memiliki akun silahkan Tekan menu “Login” dan masukkan username serta password ke kolom yang sudah disediakan, namun apabila belum memiliki akun silahkan Tekan menu “Register”.

### Register

 [Create or Connect your ORCID iD](#) [What is ORCID?](#)

#### Profile

Given Name \*

Nama Depan

Family Name

Nama Belakang

Affiliation \*

Asal Instansi

Country \*

Negara Asal Instansi

#### Login

Email \*

Email Aktif

Username \*

Username yang diinginkan

Password \*

Pasword yang dikehendaki

Repeat password \*

☐ Yes, I agree to have my data collected and stored according to the [privacy statement](#).

☐ Yes, I would like to be notified of new publications and announcements.

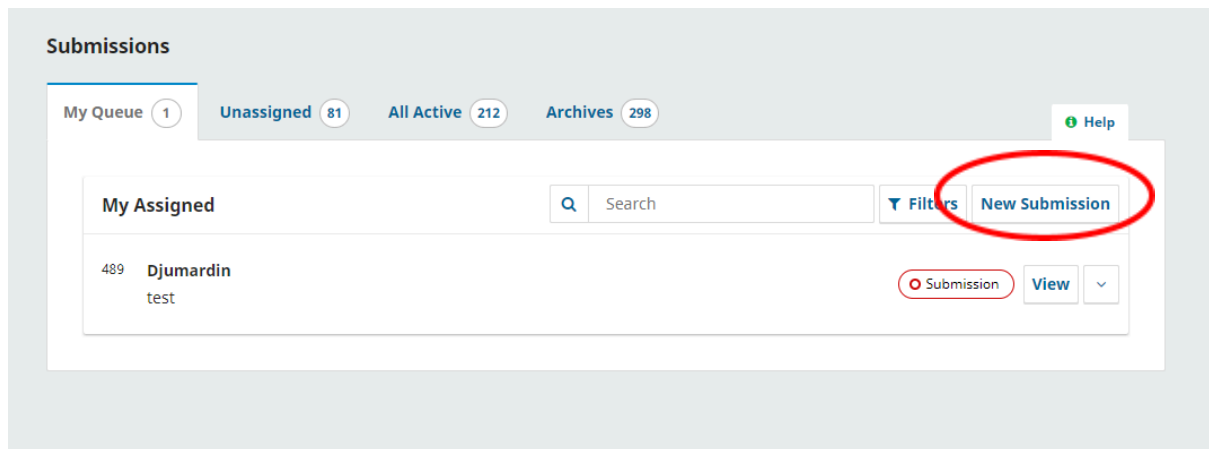
[Register](#)

[Login](#)

Klik “Register”

Centang kedua point tersebut

Apabila sudah melakukan Register maka kembali ke menu Login untuk masuk kedalam akun OJS sesuai dengan Username dan Password yang sudah didaftarkan.



Jika akun sudah sesuai maka akan muncul laman seperti gambar diatas, kemudian klik “new submission”

Kemudian akan muncul jendela seperti gambar dibawah ini:

**Submit an Article**

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

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

- ☐ The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
- ☐ The submission file is in the correct format.
- ☐ Where available, URLs are provided in the text.
- ☐ The text is single-spaced, with margins of 1 inch (2.54 cm) on all sides; text is left-aligned; and all illustrations, figures, and tables are placed at the end of the text.
- ☐ The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines.

**Comments for the Editor**

**Submit As \***  
 Submit in any of the following roles if you would like to be able to edit and publish this submission.

- ☐ Journal manager
- ☐ Journal editor
- ☒ Author
- ☐ Yes, I agree to have my work published in this journal and to the [privacy statement](#).

**Klik "Save and Continue"**

**Centang semua checkbox disamping**

**Centang Author dan Setuju "Privacy Statement"**

**Save and continue** **Cancel**

Setelah itu akan muncul gambar seperti berikut:

**Submit an Article**

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

**Files** [Add File](#)

Upload any files the editorial team will need to evaluate your submission. [Upload File](#)

**Klik "Upload File"**

**Save and continue** **Cancel**

Klik "Upload File" Kemudian pilih Artikel yang ingin di Submit. Setelah itu klik "Save and continue"

**Submit an Article**

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

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

**Title \*** Isian Judul

**Subtitle**

**Abstract \*** Isian Abstrak

**List of Contributors**

Name	E-mail	Role	Primary Contact	In Browse Lists
► Djumardin Djumardin	drdiumardin@gmail.com	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**Additional Refinements Keywords** Tambahkan Kata Kunci

Add additional information for your submission. Press 'enter' after each term.

**References** Tambahkan daftar pustaka

**Klik "Save and Continue"**

Setelah klik "save and continue" maka akan keluar jendela seperti berikut:

**Submit an Article**

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

Your submission has been uploaded and is ready to be sent. You may go back to review and adjust any of the information you have entered before continuing. When you are ready, click "Finish Submission".

Klik "Finish Submission" maka artikel akan tersimpan pada akun OJS dan terdata dalam Admin Jurnal Jatiswara.