

## PANDUAN SUBMIT JURNAL



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

### Register

ORCID 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

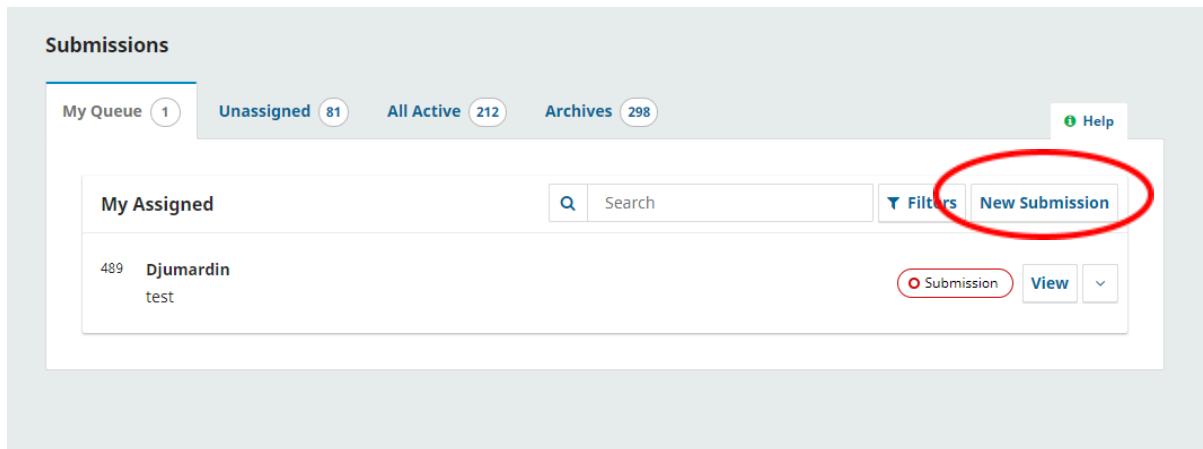
Repeat password \*

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.

→ 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 document file format.
- Where available, URLs are correctly formatted and active.
- The text is single-spaced throughout, and figures, and tables are placed where appropriate.
- The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines.

Centang semua checkbox disamping

### 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 manuscript evaluated according to the [privacy statement](#).

Centang Author dan Setuju  
“Privacy Statement”

Klik “Save and Continue”

Setelah itu akan muncul gambar seperti berikut:

## Submit an Article

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

### Files

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

Klik “Upload File”

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

**Title \*** *Isian Judul*

**Abstract \*** *Isian Abstrak*

**List of Contributors**

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

**Additional Refinements**  
**Keywords**

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

**References**

**Tambahkan daftar pustaka**

**Jika ingin menambah Penulis**

**Tambahkan Kata Kunci**

**Klik "Save and Continue"**

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

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".

**Finish Submission** **Cancel**

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