Panduan Submit Paper di Open Journal System

untuk Kolokium Mahasiswa

A) Registrasi Akun

1. Buka situs <u>https://journal.uii.ac.id/AUTOMATA/</u>, lalu klik "**Register**" untuk pendaftaran



2. Pada proses registrasi, isi semua kolom yang wajib diisi. Gunakan email UII pada kolom email yang akan digunakan (<u>NIM@students.uii.ac.id</u>)

E	Profile		Password
n.	Username *		Login
	Password *	The username must contain only lowercase letters, numbers, and hyphens/underscores.	JOURNAL CONTENT
		The password must be at least 6 characters.	Search
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	Initials	Joan Alice Smith = JAS	By Issue

 Isi juga pada bagian "Affiliation", "Phone", "Country", dan pastikan juga mencentang "Register as Author".



B) Proses Submit

 Setelah berhasil melakukan proses registrasi Anda akan masuk ke User Home Automata. Untuk melakukan pengiriman berkas, klik "New Submission"

Automata			
Home About User Home S	earch Current Archives Announcements		
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My Account		My Journals	
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Edit My Profile Change My Password		Log Out	
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- 2. Terdapat beberapa tahapan submission, pada tahap pertama Anda akan diminta untuk menchecklist empat hal:
 - Paper belum pernah dipublikasikan sebelumnya
 - Paper dalam format PDF, Microsoft Word, atau OpenOffice. Kami sangat menyarankan format paper adalah PDF.
 - Telah memiliki Similarity Report dari Turnitin (file terpisah dengan paper)
 - Telah mengikuti instruksi format "Blind Review", yakni **tidak ada** nama penulis beserta institusinya pada paper utama ataupun pada Similarity Report.

Jika sudah memenuhi, centang keempat poin tersebut lalu klik "Save and Continue"

Ste	Step 1. Starting the Submission						
1. STA	1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION						
Enco	Encountering difficulties? Contact Rian Adam Rajagede for assistance.						
Sul	Submission Checklist						
Indica addeo	ate that this submission is ready to be considered by this journal by checking off the following (comments to the editor can be d below).						
	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 OpenOffice, Microsoft Word, or PDF document file format.						
	The submission has a separated file Similarity Report from Turnitin						
	If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.						

3. Pada tahapan kedua Anda akan diminta untuk mengunggah file Paper Anda. Pastikan setelah mengunggah, klik "**Upload**" terlebih dahulu sebelum klik "Save and Continue"

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION					
To upload a manuscript to this journal, complete the following steps.					
1. On this page, click Browse (or Choose File) which opens a Choose File window for locating the file on the hard drive of your computer					
2. Locate the file you wish to s	submit and highlight it.				
3. Click Open on the Choose I	ile window, which places the name of the file on this page.				
4. Click Upload on this page, which uploads the file from the computer to the journal's web site and renames it following the					
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4. Tahapan ketiga adalah pengisian data Penulis, Judul, Abstrak, dan Kata kunci.

Title and A	bstract
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Indexing	
Provide terms for in	ndexing the submission; separate terms with a semi-colon (term1; term2; term3).
Keywords	Machine Learning: Enterprise System; Cloud Computing

5. Jika paper ditulis lebih dari satu orang klik "Add Author" untuk menambahkan data penulis

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	(Your institution, e.g. "Simon Fraser University")	
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Pada tahap selanjutnya, Anda akan diminta melampirkan file tambahan jika ada. Pada tahapan ini lampirkan file PDF Similarity Report dari Turnitin. Jangan lupa untuk klik "Upload" sebelum klik "Save and Continue"

Step 4. Uploading Supplementary Files								
1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION This optional step allows Supplementary Files to be added to a submission. The files, which can be in any format, might include (a) research instruments, (b) data sets, which comply with the terms of the study's research ethics review, (c) sources that otherwise would be unavailable to readers, (d) figures and tables that cannot be integrated into the text itself, or other materials that add to the contribution of the work								
ID TITLE	ID TITLE ORIGINAL FILE NAME DATE UPLOADED ACTION							
	No supplementary files have been added to this sub	mission.						
Upload supplementary file Browse No file selected. Upload ENSURING A BLIND REVIEW								
Save and continue Cancel								

7. Anda akan dibawa ke jendela untuk melengkapi data dari lampiran yang baru saja ditambahkan. Cukup isi bagian "Title", "Type", dan centang bagian "Present file to reviewer".

Step 4a. Add a Supplementary File					
I. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION					
<< Back to Supplementary Files					
Supplementary File Metadata					
To index this supplementary material, provide the following metadata for the uploaded supplementary file.					
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Creator (or owner) of file					
Keywords					
Туре	Other •				
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Supplement	ary File				
File Name	13797-32363-1-SP.pdf				
Original file name	Automatic Short Answer Scoring using N	Automatic Short Answer Scoring using Neural Network_2.pdf			
File Size	1MB	1MB			
Date uploaded	2019-11-13 09:51 AM				
Present le to re	eviewers (without metadata), as it will not com	promise blind review.			
Replace me	Browse No file selected.	Use Save to upload file.			
Save and continue	Cancel				

8. Tahap terakhir pada proses submission adalah mengkonfirmasi. Pastikan semua file yang diunggah sudah benar. Jika sudah yakin, klik "**Finish Submission**"

Step :	Step 5. Confirming the Submission						
1. START 2. To submit y by email an for your int File Su	1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION To submit your manuscript to AUTOMATA click Finish Submission. The submission's principal contact will receive an acknowledgement by email and will be able to view the submission's progress through the editorial process by logging in to the journal web site. Thank you for your interest in publishing with AUTOMATA. File Summary						
ID	ORIGINAL FILE NAME	ТҮРЕ	FILE SIZE	DATE UPLOADED			
32362	ACL2019.PDF	Submission File	185KB	11-13			
32363	32363 AUTOMATIC SHORT ANSWER SCORING Supplementary File 1MB 11-13 USING NEURAL NETWORK_2.PDF						
Finish Sub	Finish Submission Cancel						

9. Pada halaman utama, Anda dapat mengecek status submission.

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