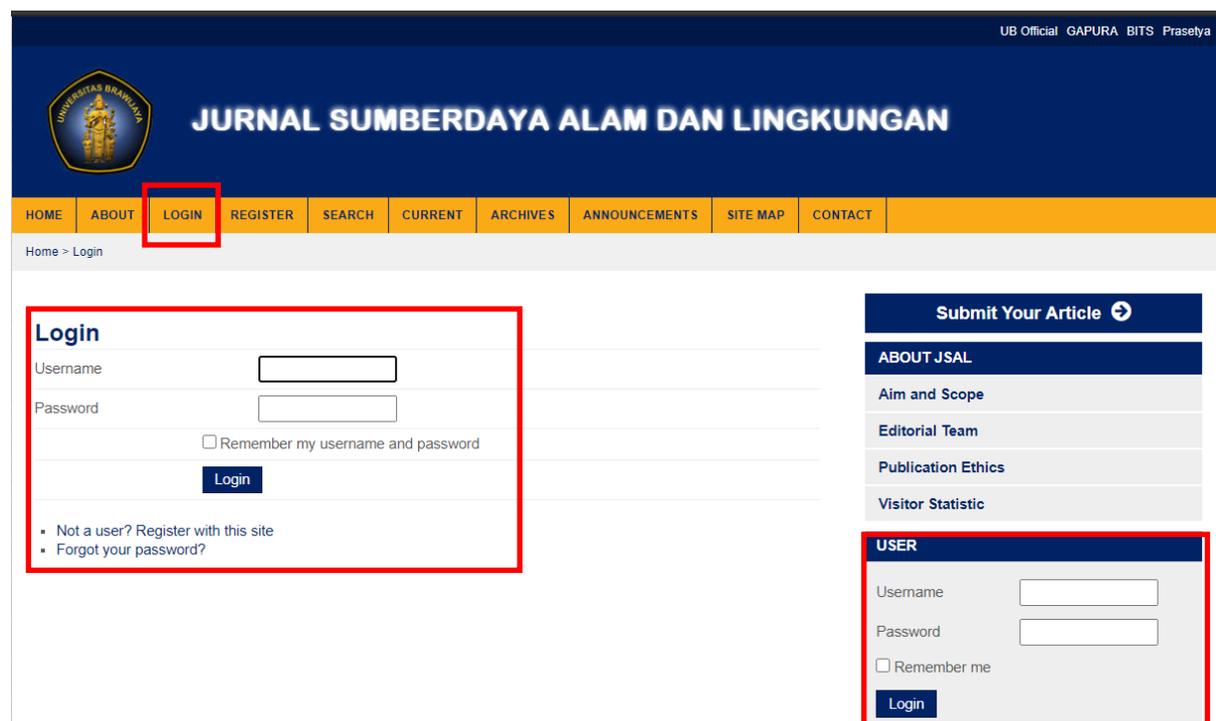


PANDUAN SUBMISI ONLINE NASKAH JURNAL JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN (JSAL)

Langkah 1. Penulis yang ingin melakukan submisi naskah jurnalnya harus melakukan pendaftaran dengan melakukan registrasi terlebih dahulu. Klik *Register* (bila Anda belum mempunyai akun di OJS JSAL).



Namun apabila Anda sudah memiliki akun di OJS JSAL, Anda dapat langsung *Login* dengan memasukkan *Username* dan *Password* yang Anda dapatkan pada saat melakukan registrasi.



Langkah 2. Pada saat registrasi, isikan secara lengkap profile Anda dan kemudian klik *Register*

UB Official GAPURA BITS Prasetya

JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN

HOME ABOUT LOGIN REGISTER SEARCH CURRENT ARCHIVES ANNOUNCEMENTS SITE MAP CONTACT

Home > User > Register

Register

Fill in this form to register with this site.
Click here if you are already registered with this or another journal on this site.

Profile

Username *
The username must contain only lowercase letters, numbers, and hyphens/underscores.

Password *
The password must be at least 6 characters.

Repeat password *

Validation * 
Please enter the letters as they appear in the image above.

Salutation

First Name *

Submit Your Article

ABOUT JSAL

- Aim and Scope
- Editorial Team
- Publication Ethics
- Visitor Statistic

USER

Username

Password

Remember me

Login

ISSN

E-ISSN



Keterangan : jangan lupa untuk mencentang pilihan *author* pada kotak centang

Register as

- Reader: Notified by email on publication of an issue of the journal.
- Author: Able to submit items to the journal.
- Reviewer: Willing to conduct peer review of submissions to the site.
Identify reviewing interests (substantive areas and research methods):
▪

Register **Cancel**

* Denotes required field

Langkah 3. Setelah *login / register*, Anda akan masuk ke halaman *user*. Untuk melakukan submisi naskah jurnal Anda, Klik *New Submission*

Langkah 4. Pada "Step 1", centang keseluruhan kotak centang yang ada pada *submission checklist* dan *copyright notice*.

Anda dapat menambahkan komentar untuk Editor jika diperlukan.
Selanjutnya Klik *Save and continue*

Langkah 5. Pada “Step 2”, upload file naskah Anda dalam bentuk MS Word (.doc). Upload file dilakukan dengan klik *Browse*, kemudian pilih file yang akan Anda *upload*.

Submission File

No submission file uploaded.

Upload submission file Coba coba.docx



Lalu Klik *Upload* dan akan muncul seperti gambar dibawah ini.

Submission File

File Name	339-875-1-SM.docx
Original file name	Coba coba.docx
File Size	12KB
Date uploaded	2020-05-18 01:35 PM

Replace submission file No file selected.



Selanjutnya klik *Save and continue*

Langkah 6. Pada “Step 3”, lengkapi metadata naskah jurnal Anda Data yang perlu dilengkapi adalah :

- *Author* (nama lengkap, alamat email, dan lain-lain)
Jika jumlah author lebih dari satu, Anda dapat mengklik *add author*. Tentukan kontak utama untuk korespondensi editorial dengan mengklik bagian seperti gambar di bawah ini.

 **Principal contact for editorial correspondence.**

- *Title dan Abstract*
- *Indexing /keyword*
- *Contributors and Supporting Agencies* (jika diperlukan)
- *References / Daftar Pustaka*

Langkah 7. Pada “Step 4”, upload file tambahan (*supplementary files*) Anda termasuk surat pernyataan penulis. *Template* surat pernyataan penulis tersedia di website kami jsal.ub.ac.id. Cara upload file tambahan sama dengan langkah ke-5. Setelah selesai mengupload klik *Save and continue*

Langkah 8. Pada "Step 5", klik *Finish submission* bila keseluruhan langkah telah dilaksanakan dan semua data diisi dengan benar. Setelah klik *Finish submission* akan muncul halaman seperti gambar di bawah ini.

The screenshot shows the 'Active Submissions' page. At the top, there is a navigation bar with links: HOME, ABOUT, USER HOME, SEARCH, CURRENT, ARCHIVES, ANNOUNCEMENTS, SITE MAP, and CONTACT. Below the navigation bar, the breadcrumb trail reads: Home > User > Author > Submissions > Active Submissions. The main heading is 'Active Submissions'. A message states: 'Submission complete. Thank you for your interest in publishing with Jurnal Sumberdaya Alam dan Lingkungan.' Below this message is a list item: 'Active Submissions'. On the right side, there are three buttons: 'Submit Your Article' with a right-pointing arrow, 'ABOUT JSAL', and 'Aim and Scope'.

Langkah 9. Untuk melihat submisi yang telah terupload klik *User Home*. Anda dapat memantau status jurnal Anda dengan meng-klik *Active*

The screenshot shows the 'User Home' page. At the top, there is a navigation bar with links: HOME, ABOUT, USER HOME, and SEARCH. Below the navigation bar, the breadcrumb trail reads: Home > User Home. The main heading is 'User Home'. Below this heading, there is a section titled 'My Journals' with the sub-heading 'Jurnal Sumberdaya Alam dan Lingkungan'. Underneath, there is a table with columns for 'Author', 'Status', and 'Action'. The 'Author' column contains the name 'cahyaswd'. The 'Status' column shows '1 Active' (highlighted with a red box) and '0 Archive'. The 'Action' column contains a link '[New Submission]'. Below the table, there is a section titled 'My Account' with a list of links: 'Edit My Profile', 'Change My Password', and 'Logout'. On the right side, there are three main sections: 'OPEN JOURNAL SYSTEMS', 'JOURNAL HELP', and 'USER'. The 'USER' section shows 'You are logged in as... cahyaswd' with links for 'My Profile' and 'Log Out'. Below this is the 'JOURNAL CONTENT' section, which includes a search bar, a 'Search Scope' dropdown menu set to 'All', and a 'Search' button.

Langkah 10. Status jurnal Anda akan muncul. Klik judul naskah Anda untuk dapat melihat secara lebih mendetail data Anda.

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JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN

HOME ABOUT USER HOME SEARCH CURRENT ARCHIVES ANNOUNCEMENTS SITE MAP CONTACT

Home > User > Author > Active Submissions

Active Submissions

- Active
- Archive

ID	Submit	Sec	Authors	Title	Status
339	05-18	ART	Sriwulandari	coba coba	Awaiting assignment

1 - 1 of 1 Items

Submit Your Article

ABOUT JSAL

- Aim and Scope
- Editorial Team
- Publication Ethics
- Visitor Statistic

USER

You are logged in as... cahyaswd

- My Profile
- Log Out

Langkah 11. Anda akan masuk halaman "Summary"

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JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN

HOME ABOUT USER HOME SEARCH CURRENT ARCHIVES ANNOUNCEMENTS SITE MAP CONTACT

Home > User > Author > Submissions > #339 > Summary

#339 Summary

- Summary
- Review
- Editing

Submission

Authors	Cahya Sriwulandari
Title	coba coba
Original file	339-875-1-SM.docx 2020-05-18
Supp. files	None Add a Supplementary File
Submitter	Cahya Sriwulandari
Date submitted	May 18, 2020 - 01:52 PM
Section	Articles
Editor	None assigned

Status

Status	Awaiting assignment
Initiated	2020-05-18
Last modified	2020-05-18

Submit Your Article

ABOUT JSAL

- Aim and Scope
- Editorial Team
- Publication Ethics
- Visitor Statistic

USER

You are logged in as... cahyaswd

- My Profile
- Log Out

ISSN

E-ISSN

9 772655 967007

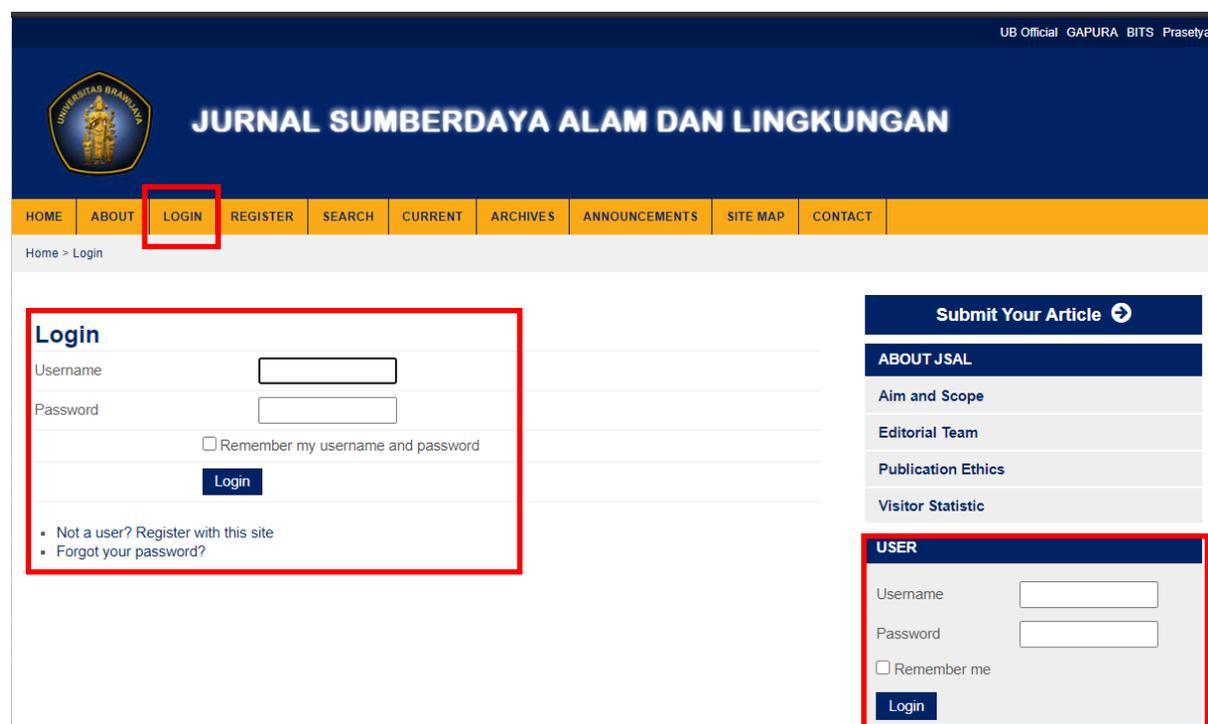
Diharapkan dengan adanya panduan ini dapat memudahkan penulis dalam melakukan submisi online di Jurnal Sumberdaya Alam dan lingkungan (JSAL).

ONLINE SUBMISSION GUIDELINES JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN (JSAL)

Step I. Authors who want to submission their manuscript must register by registering first. Click *Register* (If you do not have an account in OJS JSAL).



But if you already have an account in OJS JSAL, you can directly *Login* by entering *Username* and *Password* that you get at the time of registration.



Step II. At registration, complete your profile and then click *Register*

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JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN

[HOME](#) | [ABOUT](#) | [LOGIN](#) | [REGISTER](#) | [SEARCH](#) | [CURRENT](#) | [ARCHIVES](#) | [ANNOUNCEMENTS](#) | [SITE MAP](#) | [CONTACT](#)

Home > User > Register

Register

Fill in this form to register with this site.

[Click here if you are already registered with this or another journal on this site.](#)

Profile

Username *

The username must contain only lowercase letters, numbers, and hyphens/underscores.

Password *

The password must be at least 6 characters.

Repeat password *

Validation * 

Please enter the letters as they appear in the image above.

Salutation

First Name *

Submit Your Article ↕

ABOUT JSAL

- Aim and Scope
- Editorial Team
- Publication Ethics
- Visitor Statistic

USER

Username

Password

Remember me

Login

ISSN

E-ISSN



Note : Don't forget to tick the author option on the checkbox

Register as

- Reader: Notified by email on publication of an issue of the journal.
- Author: Able to submit items to the journal.
- Reviewer: Willing to conduct peer review of submissions to the site.

Identify reviewing interests (substantive areas and research methods):

-

Register
Cancel

* Denotes required field

Step III. After login/register, you will go to the user page. To submission your journal manuscript, click *New Submission*

Step IV. In "Step 1", tick the entire checkbox on the submission Checklist and copyright notice.

You can add comments to editors if needed.
Next click *Save and Continue*

Step V. In "Step 2", upload your manuscript file in the form of MS Word (.doc). Click *Browse*, and then select the file that you want to upload.

Submission File

No submission file uploaded.

Upload submission file Coba coba.docx



Then click *Upload* and it will appear display page as shown below.

Submission File

File Name	339-875-1-SM.docx
Original file name	Coba coba.docx
File Size	12KB
Date uploaded	2020-05-18 01:35 PM

Replace submission file No file selected.



Next click *Save and continue*

Step VI. In "Step 3", Complete your manuscript metadata
The metadata that needs to be completed are:

- Author (full name, email, etc)
If the number of author is more than one, you can click *Add Author*. Specify the primary contact for the editorial correspondence by clicking the section as below screenshot shown.



- Title dan Abstract
- Indexing /keyword
- Contributors and Supporting Agencies (if needed)
- References

Step VII. In "Step 4", upload your *supplementary files* including your originality statement. Template of originality statement is available at our website jsal.ub.ac.id. How to upload your *supplementary files* is the same as uploading in step 5. Then click *Save and continue*

Step VIII. In “Step 5”, click *Finish submission* when the whole step has been executed and all data is correctly filled. After the click *Submission Finish* and it will appear a page as below screenshot shown.

The screenshot shows the 'Active Submissions' page. At the top, there is a navigation bar with links: HOME, ABOUT, USER HOME, SEARCH, CURRENT, ARCHIVES, ANNOUNCEMENTS, SITE MAP, CONTACT. Below the navigation bar, the breadcrumb trail reads: Home > User > Author > Submissions > Active Submissions. The main content area features a heading 'Active Submissions' and a message: 'Submission complete. Thank you for your interest in publishing with Jurnal Sumberdaya Alam dan Lingkungan.' Below this message is a sub-heading 'Active Submissions'. On the right side, there is a sidebar with a blue button 'Submit Your Article' with a right-pointing arrow, and two grey buttons: 'ABOUT JSAL' and 'Aim and Scope'.

Step IX. To see the submissions that have been uploaded click *User Home*. You can monitor your journal status by clicking *Active*

The screenshot shows the 'User Home' page. At the top, there is a navigation bar with links: HOME, ABOUT, USER HOME, SEARCH. Below the navigation bar, the breadcrumb trail reads: Home > User Home. The main content area features a heading 'User Home' and a sub-heading 'My Journals'. Under 'My Journals', there is a section for 'Jurnal Sumberdaya Alam dan Lingkungan' with a table showing submission status: Author, 1 Active (highlighted with a red box), 0 Archive, and [New Submission]. Below this is a section for 'My Account' with links: Edit My Profile, Change My Password, Logout. On the right side, there is a sidebar with a blue button 'OPEN JOURNAL SYSTEMS', a blue button 'JOURNAL HELP', a blue button 'USER', and a grey box containing the text 'You are logged in as... cahyaswd' with links: My Profile, Log Out. Below this is a section for 'JOURNAL CONTENT' with a search bar, a search scope dropdown menu set to 'All', and a blue 'Search' button.

Step X. Your journal status will appear. Click on the title of your manuscript to see more details of your data.

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JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN

HOME ABOUT USER HOME SEARCH CURRENT ARCHIVES ANNOUNCEMENTS SITE MAP CONTACT

Home > User > Author > Active Submissions

Active Submissions

- Active
- Archive

ID	Submit	Sec	Authors	Title	Status
339	05-18	ART	Sriwulandari	coba coba	Awaiting assignment

1 - 1 of 1 Items

Submit Your Article

ABOUT JSAL

- Aim and Scope
- Editorial Team
- Publication Ethics
- Visitor Statistic

USER

You are logged in as... cahyaswd

- My Profile
- Log Out

Step XI. You will be logged in the "Summary" page

UB Official GAPURA BITS Prasetya

JURNAL SUMBERDAYA ALAM DAN LINGKUNGAN

HOME ABOUT USER HOME SEARCH CURRENT ARCHIVES ANNOUNCEMENTS SITE MAP CONTACT

Home > User > Author > Submissions > #339 > Summary

#339 Summary

- Summary
- Review
- Editing

Submission

Authors	Cahya Sriwulandari
Title	coba coba
Original file	339-875-1-SM.docx 2020-05-18
Supp. files	None Add a Supplementary File
Submitter	Cahya Sriwulandari
Date submitted	May 18, 2020 - 01:52 PM
Section	Articles
Editor	None assigned

Status

Status	Awaiting assignment
Initiated	2020-05-18
Last modified	2020-05-18

Submit Your Article

ABOUT JSAL

- Aim and Scope
- Editorial Team
- Publication Ethics
- Visitor Statistic

USER

You are logged in as... cahyaswd

- My Profile
- Log Out

ISSN

E-ISSN

9 772655 967007

This guide is used to facilitate the author in performing online submissions in the Jurnal Sumberdaya Alam dan Lingkungan (JSAL).