

Petunjuk Autor DI E-Journal Politeknik Seruyan

- 1 . Kunjungi Situs E-Journal Politeknik Seruyan <http://ejournal.poltes.ac.id>
2. Login Menggunakan Akun Author , masukan Username dan password Kemudian **LOGIN**



Pada saat ini poin penting dalam menjalankan fungsi Tridharma Perguruan Tinggi oleh dosen adalah melaksanakan penelitian dan mempublikasikan hasil pemikiran serta analisisnya tersebut, kinerja dosen yang selanjutnya menjadi kinerja jurusan, fakultas dan perguruan tinggi .Dosen tentunya semakin besar tuntutannya untuk aktif menulis di jurnal ilmiah baik di tingkat nasional terakreditasi maupun yang belum terakreditasi, Perguruan tinggi merupakan lembaga pendidikan yang mempersiapkan peserta didik untuk menjadi anggota masyarakat yang memiliki kemampuan secara baik akademis maupun. keterampilan, sebagai salah satu wadah pendidikan bagi generasi bangsa.Selain meningkatkan peringkat Perguruan Tinggi, juga dapat mengembangkan hasil riset tersebut sebagai materi pengajaran yang selalu update dan dikembangkan sesuai perkembangan keilmuan dan praktik, berdasarkan informasi.

- a. Jika Belum Memiliki Akun Silahkan Mendaftar Terlebih Dahulu Dengan Mengklik **Register**

Home > e-Journal Politeknik Seruyan

e-Journal Politeknik Seruyan

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- b. Ikuti Petunjuk dan daftar dengan mengisi data-data yang Benar

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HOME ABOUT LOGIN REGISTER CATEGORIES SEARCH CURRENT ARCHIVES MAIN MENU

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 *	<input type="text"/>
The username must contain only lowercase letters, numbers, and hyphens/underscores.	
Password *	<input type="password"/>
The password must be at least 6 characters.	
Repeat password *	<input type="password"/>
Salutation	<input type="text"/>
First Name *	<input type="text"/>
Middle Name	<input type="text"/>

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USER

Username
Password
 Remember me

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- c. Jika Telah selesai Mendaftar silahkan Hubungi admin 0812567200 untuk memverifikasi data sebagai author/Penulis
- d. Jika Telah di verifikasi admin silahkan login dengan cara **poin 2**

3. Pilih [\[New Submission\]](#) Untuk Membuat Tulisan Baru

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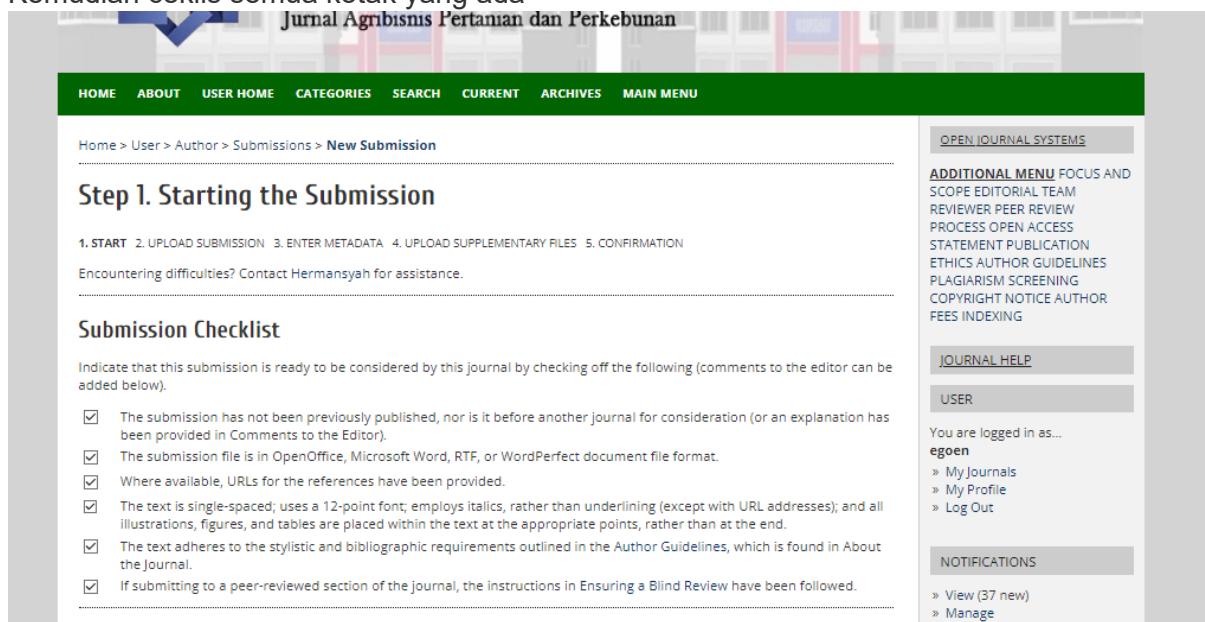
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» Editor	0 Unassigned	0 In Review	0 In Editing
» Author	0 Active	3 Archive	

[Create Issue] [Notify Users]
[New Submission]

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4. Pada Step 1. Starting the Submission Bagian **Submission Checklist** , Baca Kemudian ceklis semua kotak yang ada



Step 1. Starting the Submission

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION

Encountering difficulties? Contact Hermansyah for assistance.

Submission Checklist

Indicate that this submission is ready to be considered by this journal by checking off the following (comments to the editor can be added 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, RTF, or WordPerfect document file format.

Where available, URLs for the references have been provided.

The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.

If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.

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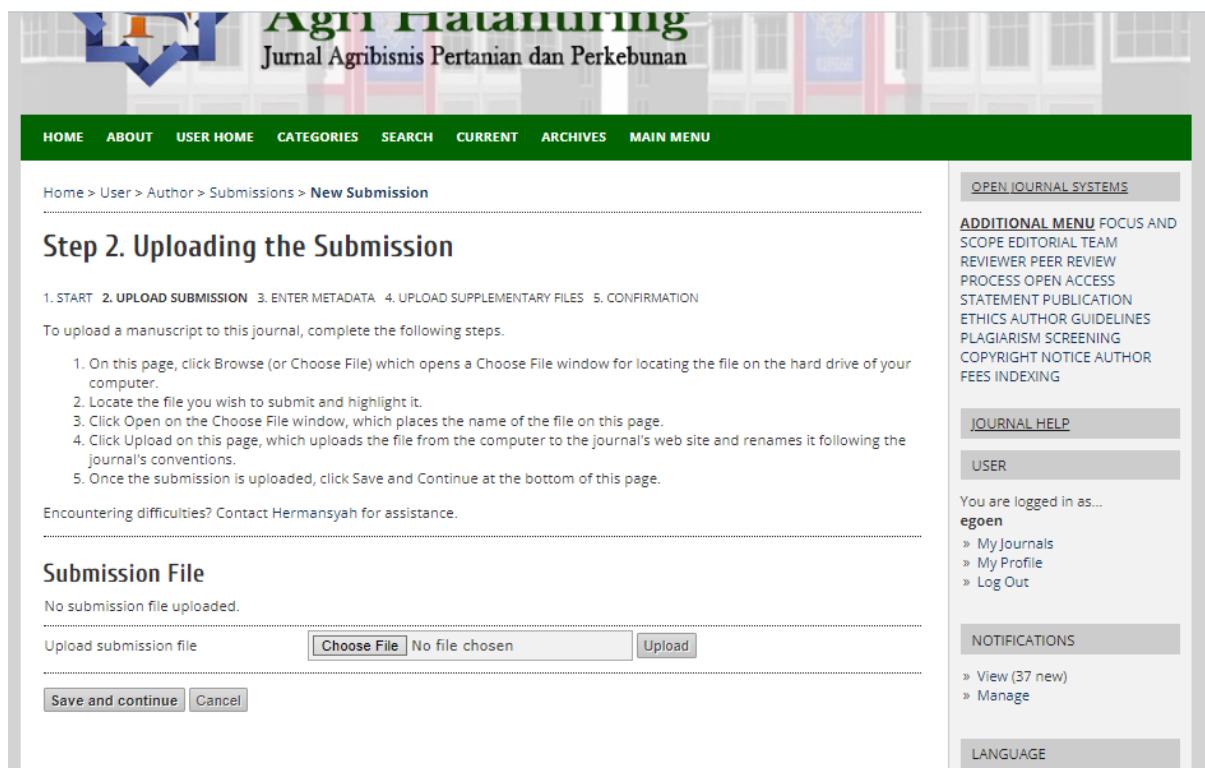
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5. Pilih **Save and continue**

6. Pada Step 2. Uploading the Submission



Step 2. Uploading the Submission

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 submit and highlight it.

3. Click Open on the Choose File 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 journal's conventions.

5. Once the submission is uploaded, click Save and Continue at the bottom of this page.

Encountering difficulties? Contact Hermansyah for assistance.

Submission File

No submission file uploaded.

Upload submission file

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LANGUAGE

a. klik **Choose File** kemudian pilih file jurnal yang ingin di upload

b. Klik **Upload** Jika file sudah di pilih

c. kemidian Save and continue

7. Pada **Step 3. Entering the Submission's Metadata** Isi data *Author* dengan Benar dan Lengkap

The screenshot shows the homepage of the *Journal Penelitian Agri Hatantiring*. The header includes the journal's logo, the ISSN (2809-4531), and a banner image of a building. The main menu at the top includes links for HOME, ABOUT, USER HOME, CATEGORIES, SEARCH, CURRENT, ARCHIVES, and MAIN MENU. Below the menu, a breadcrumb navigation shows: Home > User > Author > Submissions > New Submission. The main content area is titled "Step 3. Entering the Submission's Metadata" and lists five steps: 1. START, 2. UPLOAD SUBMISSION, 3. ENTER METADATA, 4. UPLOAD SUPPLEMENTARY FILES, 5. CONFIRMATION. The "ENTER METADATA" step is currently active. A form for entering author information is displayed, including fields for First Name, Middle Name, Last Name, Email, ORCID ID, URL, and Affiliation. The "Affiliation" field contains "Unit Penelitian dan Pengabdian kepada Masyarakat". On the right side, there are several sidebar menus: "OPEN JOURNAL SYSTEMS", "ADDITIONAL MENU FOCUS AND SCOPE", "EDITORIAL TEAM", "REVIEWER", "PEER REVIEW", "PROCESS", "OPEN ACCESS", "STATEMENT", "PUBLICATION", "ETHICS", "AUTHOR", "GUIDELINES", "PLAGIARISM", "SCREENING", "COPYRIGHT", "NOTICE", "AUTHOR FEES", "INDEXING", "JOURNAL HELP", "USER" (which shows the user is logged in as "egoen"), and "NOTIFICATIONS".

a. Klik Add Author Author lebih dari satu kemudian isi dengan lengkap

b. Pada Bagian **Title and Abstract** Isi Judul Jurnal (*Title*) dan Abstrack

Add Author

Title and Abstract

Title * Tulis Judul Jurnal disini

Abstract * Tulis abstrak di sini

c. silahkan periksa data dengan benar, jika telah sesuai klik Save and continue

8. Pada **Step 4. Uploading Supplementary Files** biasanya tidak ada file tambahan pada bagian ini jadi silahkan klik **Save and continue** saja.

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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	ORIGINAL FILE NAME	DATE UPLOADED	ACTION
<i>No supplementary files have been added to this submission.</i>				
Upload supplementary file		<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload"/>	

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9. Bagian Terakhir . Untuk menyerahkan manuskrip Anda ke Jurnal Penelitian Agri Hatantiring klik **Finish Submission**. Kontak utama penyerahan akan menerima pemberitahuan lewat email dan akan bisa melihat kemajuan penyerahan melalui proses editorial dengan login ke web site jurnal. Terima kasih atas partisipasi Anda untuk bergabung bersama Jurnal Penelitian Agri Hatantiring.

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Step 5. Confirming the Submission

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION

To submit your manuscript to Jurnal Penelitian Agri Hatantiring 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 Jurnal Penelitian Agri Hatantiring.

File Summary

ID	ORIGINAL FILE NAME	TYPE	FILE SIZE	DATE UPLOADED
<i>No files have been attached to this submission.</i>				

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10. Selesai