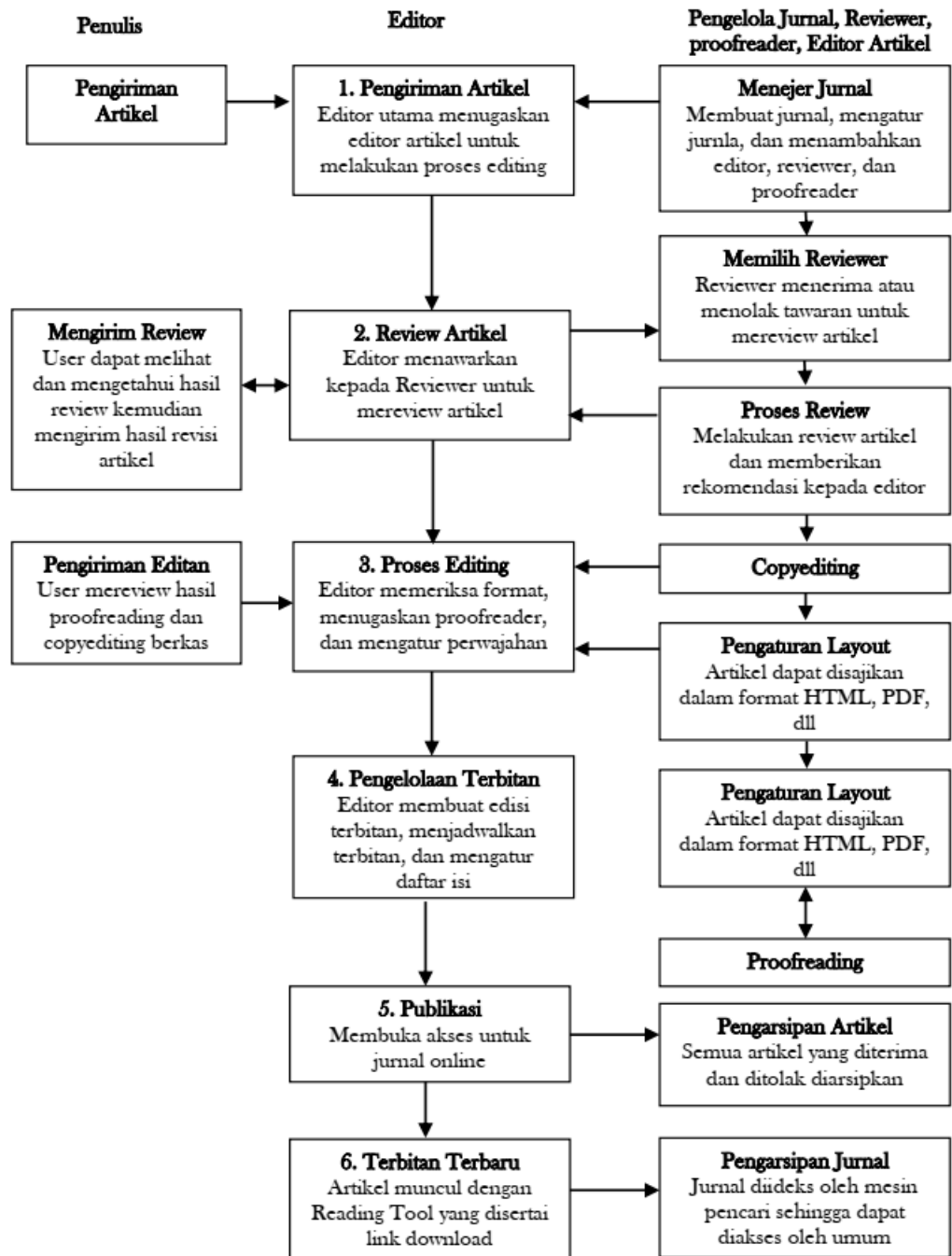
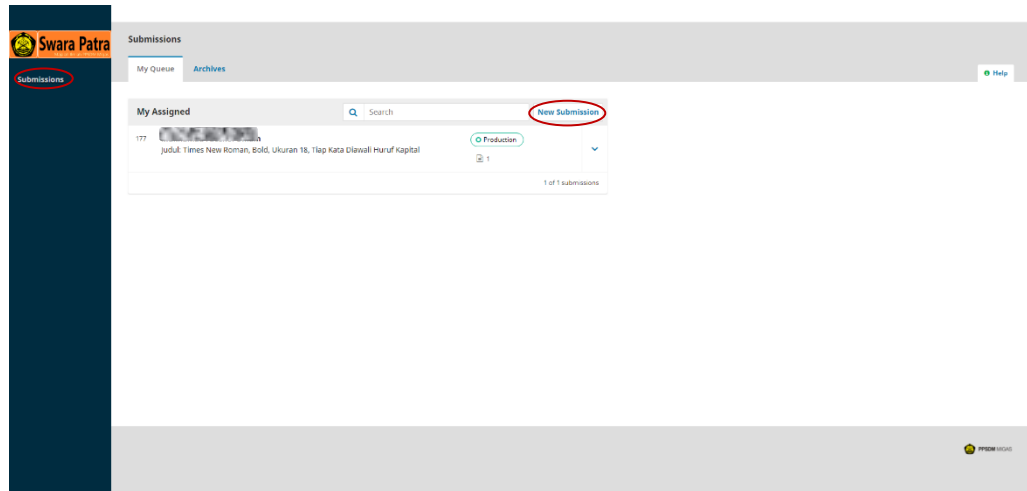


Pengajuan Naskah (Submission)

Berikut adalah alur kerja dari OJS yang digunakan di PPSDM Migas



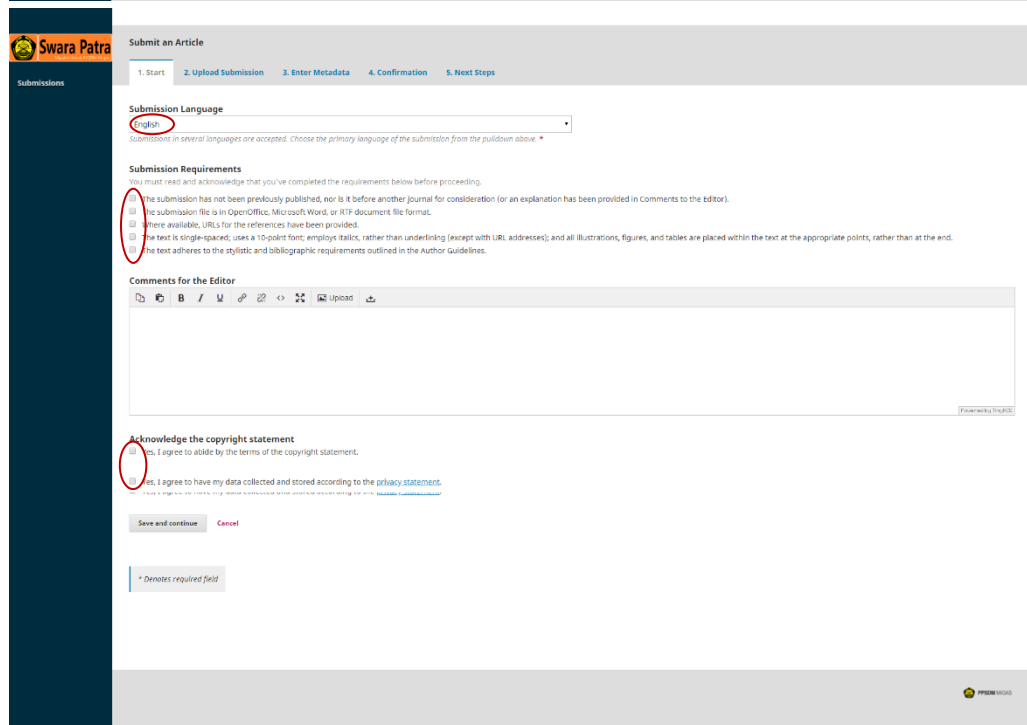
Untuk pengajuan naskah baru, klik “new submission”



Pilih bahasa yang digunakan dalam naskah.

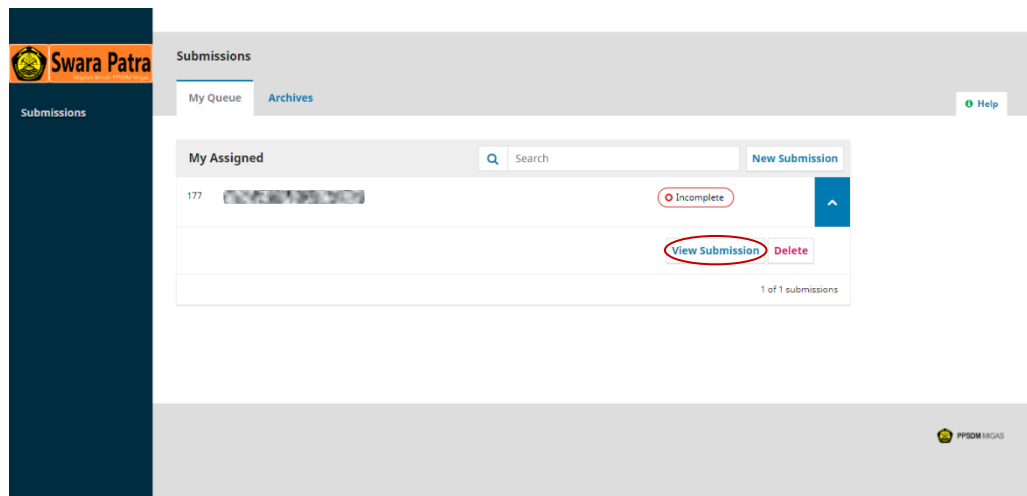
Pastikan mencentang semua requirement untuk bisa melanjutkan ke tahap berikutnya.

Sebaiknya naskah lengkap ketika disubmit agar langsung bisa diproses tepat waktu.

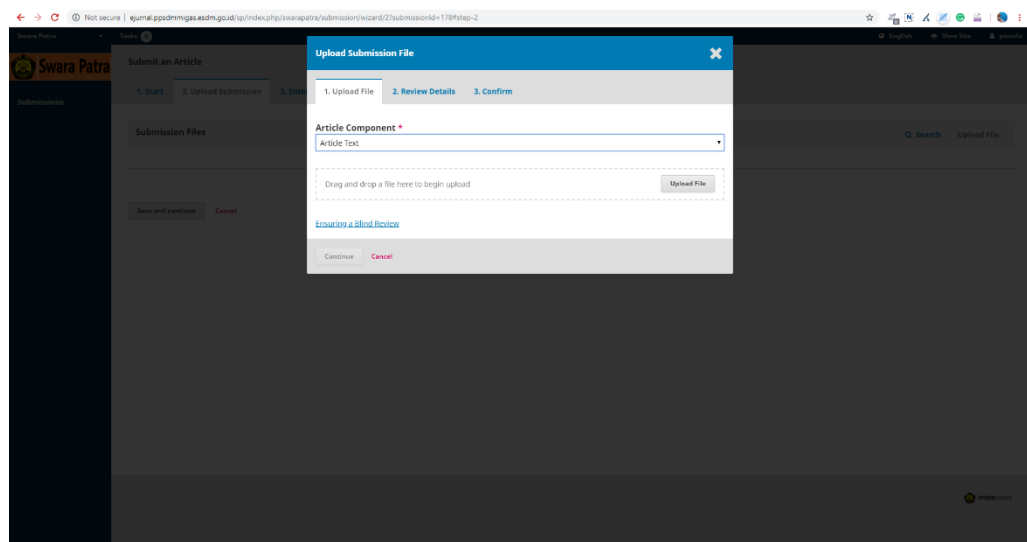


Jika submission terhenti pada satu step, maka akan muncul incomplete submission.

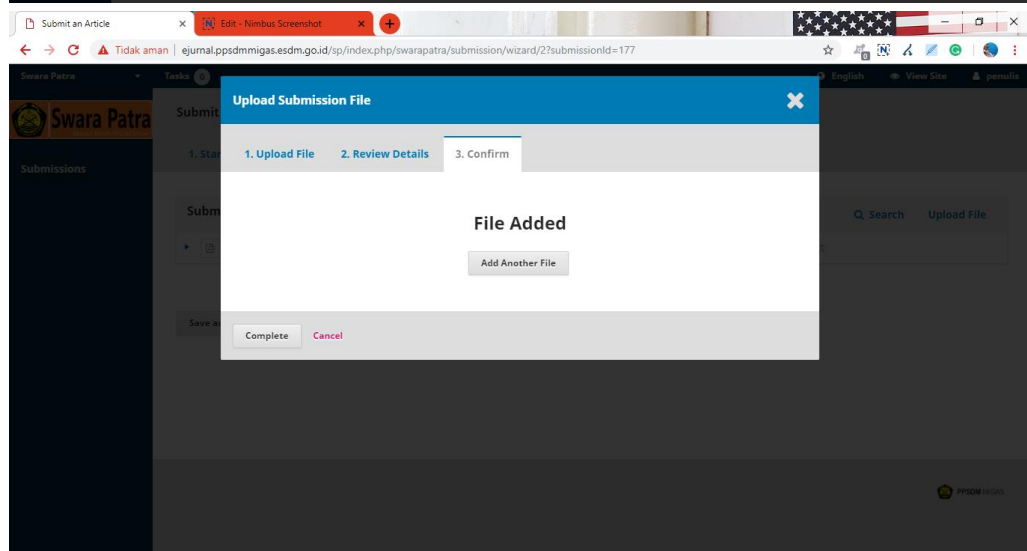
Klik view submission untuk melanjutkan



Pilih artikel text untuk unggah naskah. Mohon tidak menulis nama dalam naskah yang diunggah dalam tahap ini.



Jika ada file lain yang perlu dilampirkan seperti data hasil penelitian bisa di unggah di sini



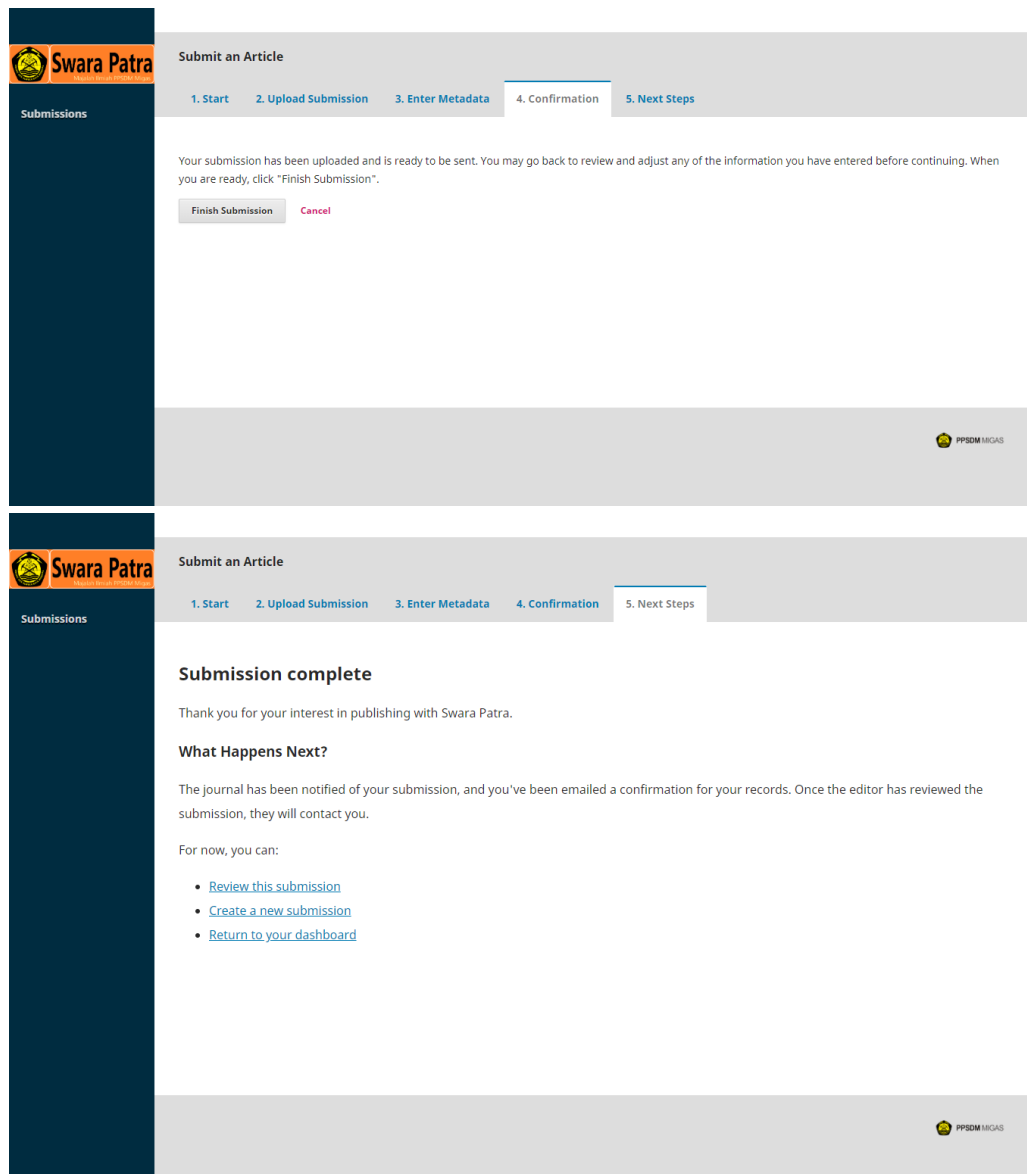
File yang diunggah akan tersimpan dan diteruskan ke Editor. Klik “save and continue”

Masukkan judul dan abstrak.

Ketikan keyword satu persatu dipisahkan dengan enter.

The screenshot displays the 'Submit an Article' wizard in the Swara Patra system, specifically the '3. Enter Metadata' step. The interface includes a progress bar at the top with five steps: 1. Start, 2. Upload Submission, 3. Enter Metadata (current), 4. Confirmation, and 5. Next Steps. Below the progress bar, there is a 'Submission Files' section with a search icon and an 'Upload File' button. A file named '178-2 Article Text' is listed with 'Edit' and 'Delete' options. At the bottom of this section are 'Save and continue' and 'Cancel' buttons. The main content area contains several form fields: 'Prefix' (with examples 'A. The'), 'Title *' (with a red asterisk and a red 'x' icon), 'Subtitle' (with a note: 'The optional subtitle will appear after a colon (:), following the main title.'), and 'Abstract *' (with a red asterisk and a red 'x' icon). The abstract field has a rich text editor toolbar and contains the following text: 'Dokumen ini memberikan instruksi format penulisan makalah yang akan dipublikasikan dalam Swara Patra. Penulis wajib mengikuti instruksi dalam dokumen ini agar makalahnya dapat dipublikasikan. Penulis dapat memandang dokumen ini sebagai instruksi maupun sebagai template dengan mengganti teks di dalamnya sesuai dengan makalah yang disusun. Dokumen ditulis dalam bahasa Indonesia menggunakan ejaan yang disempurnakan. Bagian abstrak memuat permasalahan yang dikaji, tinjauan pustaka, metode yang digunakan, tesa-tesa (jika ada) yang dikemukakan, ulasan singkat, serta penjelasan hasil penelitian dan kesimpulan yang diperoleh. Panjang abstrak untuk makalah full paper antara 150 – 250 kata. Abstrak tidak mengandung gambar, tabel, maupun pustaka.' Below the abstract field is a 'Loading' indicator. The 'Submission Metadata' section includes a note: 'These specifications are based on the Dublin Core metadata set, an international standard used to describe Journal content.' The 'Additional Refinements' section has a 'Keywords' field with a placeholder '(maksimal 5 kata atau frase kunci)' and a red 'x' icon. At the bottom of the form are 'Save and continue' and 'Cancel' buttons. The Swara Patra logo and 'PPSDM MIGAS' text are visible in the footer.

Pengajuan
naskah
sudah
selesai.



The image shows two screenshots of the Swara Patra submission interface. The top screenshot is titled "Submit an Article" and shows a progress bar with five steps: 1. Start, 2. Upload Submission, 3. Enter Metadata, 4. Confirmation (highlighted), and 5. Next Steps. Below the progress bar, a message states: "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'." There are two buttons: "Finish Submission" and "Cancel". The bottom screenshot is also titled "Submit an Article" and shows the same progress bar, but step 4 is completed and step 5, "Next Steps", is highlighted. The main heading is "Submission complete". Below this, it says "Thank you for your interest in publishing with Swara Patra." and "What Happens Next?". A message follows: "The journal has been notified of your submission, and you've been emailed a confirmation for your records. Once the editor has reviewed the submission, they will contact you." Below this, it says "For now, you can:" followed by three bullet points: "Review this submission", "Create a new submission", and "Return to your dashboard". Both screenshots feature the Swara Patra logo in the top left and the PPSDM MGAS logo in the bottom right.

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

Submit an Article

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

Submission complete

Thank you for your interest in publishing with Swara Patra.

What Happens Next?

The journal has been notified of your submission, and you've been emailed a confirmation for your records. Once the editor has reviewed the submission, they will contact you.

For now, you can:

- [Review this submission](#)
- [Create a new submission](#)
- [Return to your dashboard](#)

Penulis akan mendapat notifikasi jika naskah sudah selesai diperiksa oleh editor.

Anda bisa menambah diskusi jika diperlukan.

Jika proses review telah selesai, notifikasi berupa rekomendasi dan revisi harus dilaksanakan oleh penulis.

The screenshot shows the 'Submission' tab of a submission library. The header includes the Swara Patra logo and navigation links for 'Submission Library' and 'View Metadata'. The submission title is 'Judul: Times New Roman, Bold, Ukuran 18, Tiap Kata Diawali Huruf Kapital' by Mukhamad Faeshol Umam. The 'Submission Files' section shows a file named '178-2' with a thumbnail and the text 'Article Text'. Below this is a 'Pre-Review Discussions' section with a table that currently has no items. The bottom right corner features the PPSDM MICAS logo.

The screenshot shows the 'Review' tab of the submission library. It displays 'Round 1' status with the message 'Round 1 Status: Revisions have been requested.' The 'Notifications' section lists two entries from '[swarapatra] Editor: Decision' dated 2019-01-13 08:22 AM. The 'Reviewer's Attachments' section shows a file named '182-1' with the format 'Format 3.docx'. The 'Revisions' section is currently empty. The 'Review Discussions' section also shows no items. The PPSDM MICAS logo is visible in the bottom right corner.