

Manajemen Publikasi OJS 3.2.x

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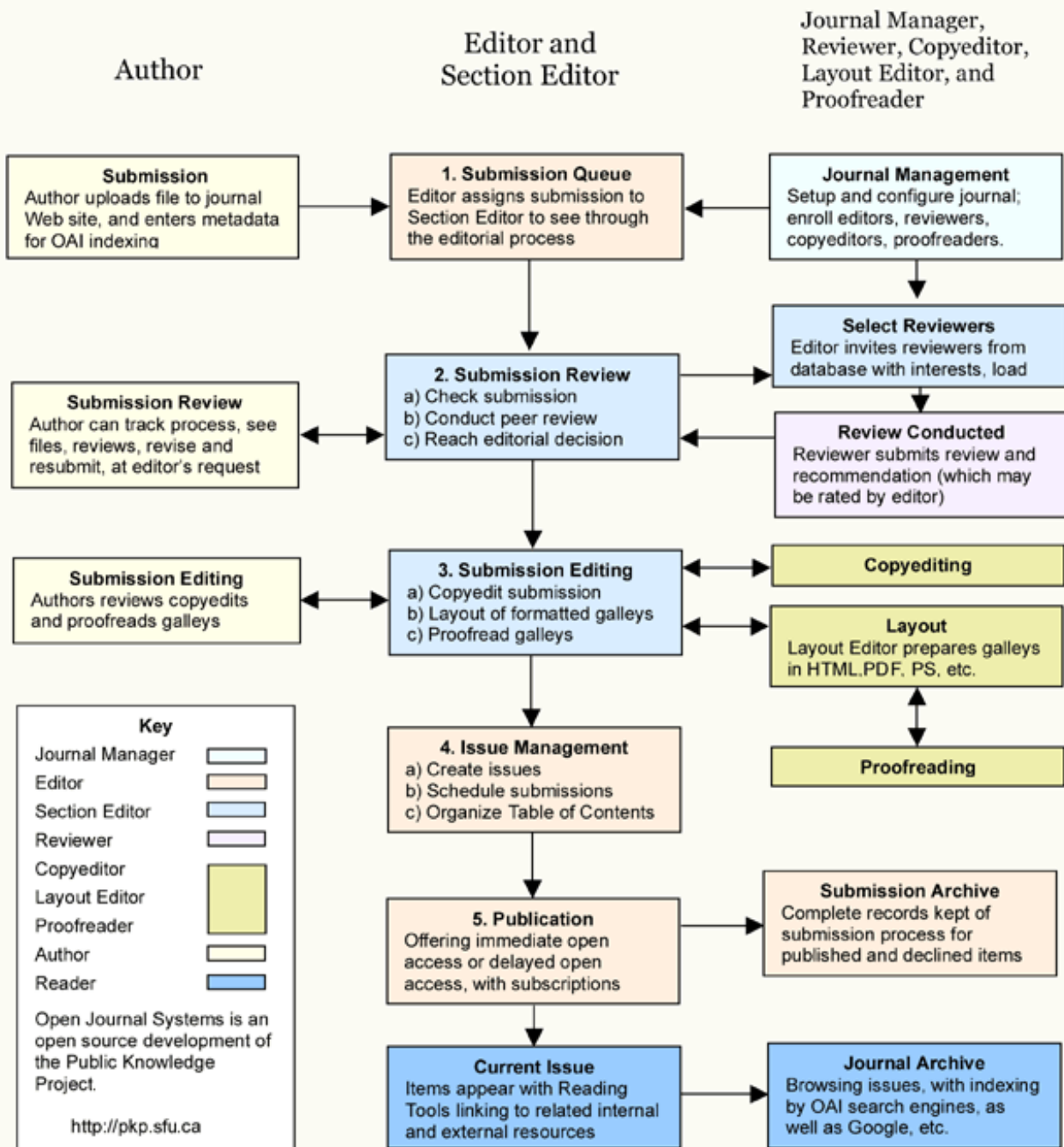
Pengantar

- Modul ini cocok digunakan untuk OJS Versi 3.2.x ke atas
- Untuk OJS 3.1.x ada beberapa penyesuaian letak dan fitur tapi tidak merubah makna/konten
- Website yang digunakan sebagai contoh : training.gallery-ilmu.tech (OJS versi 3.2.1.4)
- Harap disesuaikan dengan versi OJS yang digunakan

Manajemen Penerbitan Berbasis OJS

- Manajemen penerbitan jurnal berbasis Open Journal System (OJS) dilakukan secara elektronik, mulai dari submit artikel sampai publish
- Seluruh proses editorial dilakukan pada website jurnal (bukan via email atau media komunikasi lainnya)
- Manajemen penerbitan berbasis OJS melibatkan minimal 7 peran untuk menjalankannya dari submit sampai publish, yaitu **author, editor, Section Editor, reviewer, copyeditor, layout editor, dan proofreader**

OJS Editorial and Publishing Process



Peran User dalam OJS

Site Administrator

- Bertanggung jawab terhadap seluruh instalasi dan teknis lainnya yang langsung berhubungan dengan server
- Biasanya langsung bagian TIK Perguruan Tinggi (UPT TIK)

Journal Manager

- Bertanggung jawab menyiapkan web jurnal berupa : isi, tata letak, tampilan agar **eye catching**, membangun sistem, membuat role (aturan dan form review)
- Mengelola reading tools, statistik pengunjung
- Mengelola akun user (Editor, Section Editor, Reviewer, Copyeditor, Layout Editor, Proofreader, Author)
- dll

Journal Editor (**Editor in Chief**)

- Bertanggung jawab penuh terhadap seluruh **proses regulasi artikel** (penerimaan manuscript, review, editing, hingga penerbitan artikel)
- Menyiapkan dan mengatur SDM pengelola jurnal
- Menyiapkan anggaran pengelolaan jurnal
- Menjaga kualitas artikel dan pengelolaan jurnal yang sesuai standar (termasuk **terbit tepat waktu**) & menjamin **keberlanjutan jurnal**
- Bersama Journal Manager membuat dan mensosialisasikan Panduan untuk Author, Reviewer, Editor, dan Etika Penerbitan
- Menyeleksi pertama kali manuscript yang masuk dengan membaca **judul dan abstrak** (kesesuaian dengan **aim and scope** journal, jika **tidak sesuai** -> **Reject**, jika **sesuai** didelegasikan ke **Section Editor**)

Section Editor

- Bertanggung jawab terhadap artikel yang dikirim dari Editor dan Reviewer (menerima manuscript yang dikirim dari Editor dan menentukan serta mengirimkan manuscript tersebut ke Reviewer yang didelegasikan)
- Section Editor dapat mengirimkan manuscript lebih dari satu Reviewer.
- Setelah Author memperbaiki manuscript sesuai saran dari Reviewer, Author mengirimkan revisi artikel kembali ke Editorial.
- Editor in Chief atau section editor mencermati hasil review secara keseluruhan, apakah keputusannya di reject, diperbaiki, atau siap masuk ke Copyediting dan Layout Editing

Reviewer

- Bertanggung jawab terhadap manuscript yang disuntingnya dan hasilnya dikirimkan ke Editorial
- Reviewer mengisi form review yang telah disediakan oleh journal manager (jika ada) atau melakukan review langsung melalui manuscript yang disuntingnya

Copy Editor

- Mengecek kelengkapan naskah
- Mengecek dan mengedit tata Bahasa serta susunan kalimat naskah (termasuk cek grammarly jika menggunakan Bahasa Inggris)
- Jika perlu perbaikan naskah oleh penulis maka kirim naskah ke penulis. Jika tidak file hasil copy editing langsung di upload ke OJS
- Jika memungkinkan bisa membantu menyesuaikan data yang di naskah dengan di OJS/edit metadata OJS (**alternatif**)

Layout Editor

- Melayout artikel sesuai dengan template jurnal
- Hasil layout disimpan dalam bentuk file .pdf dan diupload pada bagian Galleys
- Untuk keperluan proses proofreading, layout editor bisa saja mengupload draft file dalam bentuk .docx agar memudahkan pemeriksaan akhir oleh proofreader
- Memperbaiki file di galleys jika diminta bantuan oleh proofreader atau SE (upload ulang file setelah di proofreading)

Proofreader

- Memeriksa ulang manuscript hasil kerja Copy Editor dan Layout Editor untuk memastikan kualitas paper terjaga
- Yang perlu diperiksa ulang : kesalahan ketik, kesalahan format (misalnya urutan nomor halaman), atau kesalahan lain yang mungkin terlewat saat proses Copyediting dan layout editing
- Berkoordinasi dengan copy editor dan layout editor
- Filosofi : yang bekerja adalah manusia bukan system sehingga kemungkinan salah/ada terlewat itu ada
- Mengkonfirmasi naskah siap untuk diterbitkan

Author

- Mengirimkan naskah via web jurnal (OJS), mengunggah file manuscript/draft artikel, mengisi metadata (informasi untuk harvesting/pengindeksan)
- Author dapat melihat progress manuscript yang dikirim, berpartisipasi dalam proses **copyediting** dan **proofreading**

1.1 Author

S1 : Login

PKP Login | Jurnal Training Galle X +

training.gallery-ilmu.tech/index.php/train/login

Register Login

Jurnal Training Gallery Ilmu

Current Archives About ▾

Search

Home / Login

Login

*Username **
maman

*Password **
.....

[Forgot your password?](#)

Keep me logged in

[Register](#)

S2 : New Submission

The screenshot shows a web browser window with the URL `training.gallery-ilmu.tech/index.php/train/submissions`. The page header includes "Jurnal Training Gallery Ilmu", "Tasks 0", "English", "View Site", and a user profile "maman". The main content area is titled "Submissions" and has two tabs: "My Queue" (active) and "Archives". Below the tabs is a search bar with a magnifying glass icon and the text "Search". To the right of the search bar is a button labeled "New Submission", which is circled in red. Below the search bar, the text "No submissions found." is displayed. A "Help" button is visible in the top right corner of the main content area.

S3 : Ceklist Submission

Jurnal Training Gallery Ilmu Tasks 0 English View Site maman

Submit an Article

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

Section Policy

Section default policy

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 OpenOffice, Microsoft Word, or RTF 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.

S3 : Ceklist Submission, Next..

Jurnal Training Gallery Ilmu Tasks 0 English View Site maman

Comments for the Editor

Saya berharap paper saya diterima untuk dipublish pada edisi April 2021. Terima kasih.

Isi jika dibutuhkan

Yes, I agree to have my data collected and stored according to the [privacy statement](#).

Save and continue Cancel

* Denotes required field

S4 : Upload Submission Files

Upload Submission File ✕

1. Upload File 2. Review Details 3. Confirm

Article Component *

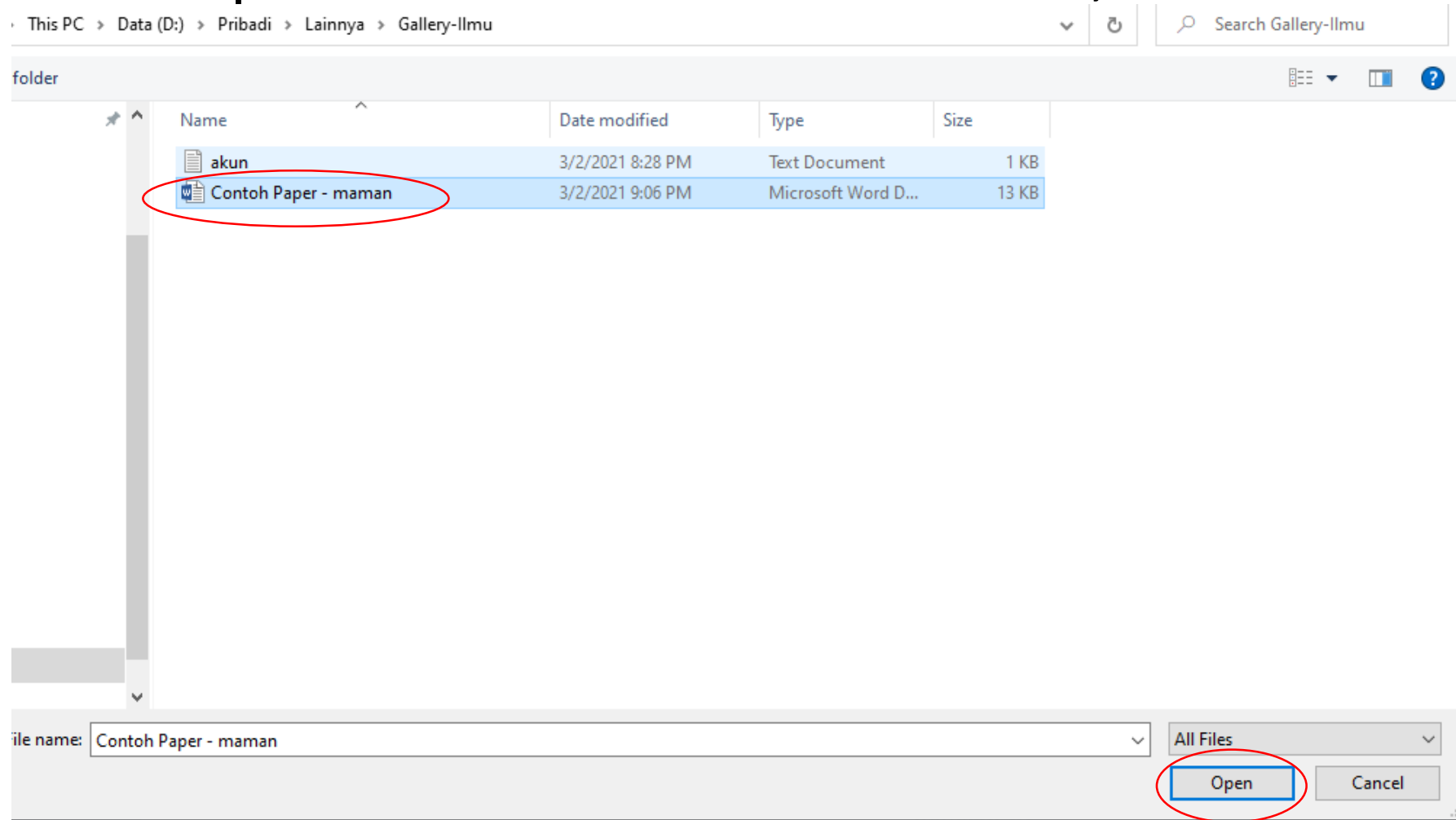
Article Text ▾

Drag and drop a file here to begin upload

Upload File

Continue **Cancel**

S4 : Upload Submission Files, Next..



S4 : Upload Submission Files, Next..

Upload Submission File ✕

1. Upload File 2. Review Details 3. Confirm

Article Component *

Article Text

✓ maman, Contoh Paper - maman.docx Change File

Continue Cancel

Jika hendak ganti file

S4 : Upload Submission Files, Next..

Upload Submission File

1. Upload File 2. Review Details 3. Confirm

maman, Contoh Paper - maman.docx [Edit](#)

docx 12KB Ganti nama file

Continue Cancel

Upload Submission File

1. Upload File 2. Review Details 3. Confirm

File Added

Add Another File

Klik jika ada file lagi yang akan di upload

Complete Cancel


S4 : Upload Submission Files, Next..

Submit an Article

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

Jika mau tambah file

Submission Files [Q Search](#) **Upload File**

▶	 1-1	maman, Contoh Paper - maman.docx	March 2, 2021	Article Text
---	---------------------------------------------------------------------------------------	----------------------------------	---------------	--------------

Save and continue Cancel

S5 : Enter Metadata

Submit an Article

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

Prefix
Examples: A, The

Title *

Subtitle

Abstract *

Klik untuk tambah author

Klik untuk edit author

List of Contributors

Pastikan data author sama seperti di naskah

Name	E-mail	Role	Primary Contact	In Browse Lists
▶ Maman AT	maman@gmail.com	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Penulis Koresponden

S5 : Enter Metadata, Next..

Add Contributor ✕

Name

Muhammad Yunus

*Given Name ** *Family Name*

How do you prefer to be addressed? Salutations, middle names and suffixes can be added here if you would like.

Preferred Public Name

Contact

m.yunus@polije.ac.id

*Email **

Country

Indonesia

*Country **



User Details

Homepage URL *ORCID ID*

Politeknik Negeri Jember

Affiliation

Bio Statement (e.g., department and rank)

Contributor's role *

Author

Translator

Principal contact for editorial correspondence.

Include this contributor in browse lists?

S5 : Enter Metadata, Next..

Principal contact for editorial correspondence.
 Include this contributor in browse lists?

** Denotes required field*

Save **Cancel**

List of Contributors

Author added.

Name	E-mail	Role	Primary Contact	In Browse Lists
▶ Maman AT	maman@gmail.com	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
▶ Muhammad Yunus	m.yunus@polije.ac.id	Author	<input type="checkbox"/>	<input checked="" type="checkbox"/>

S5 : Enter Metadata, Next..

Additional Refinements

Keywords

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

example × freedom × naturall × |

Copas keyword per satu kata kemudian tekan “Tab” untuk pindah posisi

Save and continue

Cancel

S6 : Confirmation

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

Confirm X

Are you sure you wish to submit this article to the journal?

OK Cancel

S7 : Submission Complete

Submit an Article

1. Start

2. Upload Submission

3. Enter Metadata

4. Confirmation

5. Next Steps

Submission complete

Sampai disini naskah telah berhasil disubmit

Thank you for your interest in publishing with Jurnal Training Gallery Ilmu.

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](#)

3 hal yang bisa dilakukan author :

1. Melihat status perkembangan naskah
2. Melakukan submission naskah baru
3. Kembali ke halaman dashboard

S8 : Melihat Status Paper

Berisi Notifikasi untuk perkembangan proses naskah

The screenshot shows the OJS Submissions interface. At the top left, there is a 'Tasks 0' notification. Below it, the 'Submissions' section has two tabs: 'My Queue 1' and 'Archives'. A list of submissions is shown under 'My Assigned', with a search bar and a 'New Submission' button. The first submission entry is highlighted with a red box and contains the following information:

- ID paper (untuk DOI):** 1
- Title:** AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja
- Status:** Masih Step Submission
- Discussion:** 1
- Action:** View Log Paper

Additional annotations include a red box around the 'Submission' status label and a red box around the 'View Log Paper' dropdown arrow. A note at the bottom of the entry says 'Klik judul paper untuk melihat detail'.

S8 : Melihat Status Paper, Next..

1 / AT et al. / Paper Ini Dibuat Hanya Sebagai Contoh Saja Library

2 menu untuk manajemen publikasi
Workflow **Publication** Melihat & download PDF

4 workflow editorial proses
Sedang Aktif Submission Review Copyediting Production

Submission Files Search

▶	1-1	maman, Contoh Paper - maman.docx	March 2, 2021	Article Text
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[Download All Files](#)

Note : Author hanya bisa megakses informasi/file pada workflow yang sedang aktif

Pre-Review Discussions Add discussion

Name	From	Last Reply	Replies	Closed
▶ Comments for the Editor	maman 2021-03-02 01:49 PM	- Melihat balasan editor/SE	0	<input type="checkbox"/>

Selanjutnya tugas author :

1. Tetap memantau status perkembangan naskah
2. Merevisi catatan editor/reviewer sesuai catatan
3. Tidak menarik paper yang sudah masuk tahap review editor/reviewer

2.1

Journal Editor

S1 : Login

Jurnal Training Gallery Ilmu

[Current](#) [Archives](#) [About ▾](#) 🔍 Search

[Home](#) / [Login](#)

Login

*Username **

*Password **

[Forgot your password?](#)

Keep me logged in

[Register](#)

Login sebagai editor

S2 : Melihat Penugasan

Jurnal Training Gallery Ilmu Tasks 1 English View Site ridwan

OJS OPEN JOURNAL SYSTEMS

Submissions

Ada 1 paper yang belum ditugaskan ke Editor/SE

My Queue Unassigned 1 All Active 1 Archives Help

Semua paper aktif

My Assigned Search Search paper Filters New Submission

No submissions found.

Tugas untuk editor Ridwan belum ada

Note : Editor sebagai pengatur lalu lintas paper (menugaskan SE atau dirinya sendiri)

Menu kompleks

Tampilan OJS dengan Role sbg Editor

3.1

Section Editor

S1: Login

[Home](#) / [Login](#)

Login

*Username **

*Password **

[Forgot your password?](#)

Keep me logged in

[Register](#)

Login sebagai Seciton Editor

S2: Melihat Penugasan

Jurnal Training Gallery Ilmu Tasks 0 English View Site nadia

OJS
OPEN JOURNAL SYSTEMS

Submissions

My Queue Archives

Note :

1. SE menunggu penugasan dari Editor
2. Peran SE bisa membantu Editor sampai penjadwalan paper

Help

Submissions

Statistics

Menu terbatas

My Assigned Search Filters New Submission

SE Nadia belum ada penugasan dr editor

No submissions found.

Tampilan OJS dengan Role sbg Section Editor

2.2

Journal Editor

S1 : Menugaskan Editor

The screenshot displays the OJS (Open Journal Systems) interface. The top navigation bar includes "Jurnal Training Gallery Ilmu", "Tasks 1", "English", "View Site", and "ridwan". The left sidebar contains navigation links: "Submissions", "Issues", "Settings", "Users & Roles", "Tools", and "Statistics". The main content area is titled "Submissions" and features tabs for "My Queue", "Unassigned 1", "All Active 1", and "Archives". The "Unassigned" tab is selected and circled in red. Below the tabs, there is a search bar and buttons for "Filters" and "New Submission". A table lists a submission with ID "1" and author "AT et al.". The submission title is "Paper Ini Dibuat Hanya Sebagai Contoh Saja". A red box highlights a warning message: "No editor has been assigned to this submission." A red arrow points from the "Unassigned" tab to the submission title, with the text "Klik tab 'Unsigned'" above it. Another red arrow points from the warning message to the submission title, with the text "Klik 'Judul Naskah'" above it. A "Submission" button is visible to the right of the submission entry. Below the table, the text "Notif bahwa belum ada Editor/SE yang ditugaskan" is displayed.

Journal Training Gallery Ilmu Tasks 1 English View Site ridwan

OJS OPEN JOURNAL SYSTEMS

Submissions

Issues

Settings

Users & Roles

Tools

Statistics

Submissions

My Queue Unassigned 1 All Active 1 Archives Help

Unassigned Search Filters New Submission

1 AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja Submission

No editor has been assigned to this submission.

Klik tab "Unsigned"

Klik "Judul Naskah"

Notif bahwa belum ada Editor/SE yang ditugaskan

S2 : Menugaskan Editor, Next..

The screenshot displays a journal submission management interface. At the top, there are two tabs: 'Workflow' (circled in red) and 'Publication'. Below these, there are four sub-tabs: 'Submission' (circled in red), 'Review', 'Copyediting', and 'Production'. A 'Help' button is located on the right side of the sub-tabs.

The main content area is divided into three sections:

- Submission Files:** A table with columns for file name, date, and type. It shows a file named 'maman, Contoh Paper - maman.docx' submitted on 'March 2, 2021' as an 'Article Text'. A 'Download All Files' button is at the bottom right of this section.
- Pre-Review Discussions:** A table with columns for Name, From, Last Reply, Replies, and Closed. It shows a discussion titled 'Comments for the Editor' from 'maman' on '2021-03-02 01:49 PM' with 0 replies and a closed status.
- Participants:** A section with a title 'Participants' and a sub-section 'Author' containing a list of participants, including 'Maman AT'. An 'Assign' button (circled in red) is located to the right of the participants list.

Assign an editor to enable the editorial decisions for this stage.

Ingat : WAJIB assign editor/SE

Participants

Author

▶ Maman AT

Assign

Klik "Assign"

Note : Pastikan di stage Submission Participants Berisi Author & Editor/SE

S2 : Menugaskan Editor, Next..

Assign Participant

Help X

Locate a User

Klik untuk pilih type editor

Journal editor

Search User By Name

Pilih Journal Editor jika hendak menugaskan diri sendiri atau editor lain

Name
<input checked="" type="radio"/> Ridwan ED Klik nama editor yang akan ditugaskan
<input type="radio"/> akbar JM

** Denotes required field*

S2 : Menugaskan Editor, Next..

The screenshot shows a web interface for managing journal submissions. The top navigation bar includes 'Jurnal Training Gallery Ilmu', 'Tasks 1', 'English', 'View Site', and a user profile 'ridwan'. The main content area has tabs for 'Workflow' and 'Publication', with 'Submission' selected. Below the tabs are sections for 'Submission Files', 'Pre-Review Discussions', and 'Participants Assign'. The 'Submission Files' section shows a file named 'maman, Contoh Paper - maman.docx' with a due date of 'March 2, 2021'. The 'Pre-Review Discussions' section shows a comment from 'maman' dated '2021-03-02 01:49 PM'. The 'Participants Assign' section shows 'Journal editor' with 'Ridwan ED' and 'Author' with 'Maman AT' listed. A red box highlights the 'Send to Review', 'Accept and Skip Review', and 'Decline Submission' buttons. A blue arrow points from the 'Assign' button to the 'Send to Review' button. A red circle highlights the 'ridwan' user profile in the top right. A red circle highlights the 'Submission' tab. A red circle highlights the 'Journal editor' section. A red circle highlights the 'Ridwan ED' user. A red circle highlights the 'Maman AT' user. A blue arrow points from the 'Assign' button to the 'Send to Review' button. A red circle highlights the 'ridwan' user profile in the top right. A red circle highlights the 'Submission' tab. A red circle highlights the 'Journal editor' section. A red circle highlights the 'Ridwan ED' user. A red circle highlights the 'Maman AT' user.

Akan muncul 3 keputusan setelah berhasil Assign Editor/SE

Editor assign diri sendiri

Note : untuk modul ini proses editorial ditangani penuh oleh Section Editor sampai Penjadwalan

S3 : Remove Assignment Editor

The screenshot displays a journal submission management interface. At the top, there are tabs for 'Workflow' and 'Publication'. Below these are sub-tabs for 'Submission', 'Review', 'Copyediting', and 'Production', along with a 'Help' button. The main area shows a list of 'Submission Files' with columns for file name, date, and type. A 'Download All Files' button is located below the list. On the right side, there are several action buttons: 'Send to Review' (blue), 'Accept and Skip Review' (grey), and 'Decline Submission' (pink). Below these is a 'Participants' section with an 'Assign' button. The 'Participants' list includes 'Journal editor' and 'Author'. Under 'Journal editor', there is a dropdown menu for 'Ridwan ED' with a 'Remove' button circled in red. A blue arrow points from this 'Remove' button to a 'Remove Participant' dialog box. The dialog box has a blue header with a close button, a message 'You are about to remove this participant from all stages.', and two buttons at the bottom: 'OK' (circled in red) and 'Cancel'.

Note :

1. Jika hendak mengganti penugasan dari editor ke editor lain atau ke section editor, maka Remove terlebih dahulu penugasan sebelumnya dan lakukan assign baru dengan cara yang sama seperti sebelumnya
2. Jangan pernah memproses naskah sebelum meng "Assign" kan editor/SE

S4 : Menugaskan Section Editor

Workflow **Publication**

Assign Participant

Help

Locate a User

Section editor Search User By Name

Search

Name
<input checked="" type="radio"/> nadia SE

1 of 1 items

Assignment privileges

This participant is only allowed to recommend an editorial decision and will require an authorised editor to record editorial decisions.

Permissions

Allow this person to make changes to the publication, such as the title, abstract, metadata and other publication details. You may wish to revoke this privilege if the submission has received a final check and is ready for publication.

Participants Assign

Author

Maman AT

2

1

Pastikan bagian ini dipilih jika SE juga diizinkan untuk edit metadata dan penjadwalan

S4 : Menugaskan Section Editor, Next..

The screenshot displays a journal submission management interface. At the top, there are two main tabs: 'Workflow' and 'Publication'. Under 'Workflow', there are sub-tabs for 'Submission', 'Review', 'Copyediting', and 'Production'. A 'Help' button is located on the right side of the sub-tabs.

The main content area is divided into several sections:

- Submission Files:** A table listing the submitted files. The first entry is 'maman, Contoh Paper - maman.docx', dated 'March 2, 2021', and categorized as 'Article Text'. There is a 'Download All Files' button at the bottom of this section.
- Pre-Review Discussions:** A table listing discussions. The first entry is 'Comments for the Editor', from 'maman', dated '2021-03-02 01:49 PM', with 0 replies and a 'Closed' checkbox.
- Participants:** A section with an 'Assign' button. It lists 'Section editor' and 'Author'. Under 'Section editor', 'nadia SE' is listed and circled in red. Under 'Author', 'Maman AT' is listed.
- Action Buttons:** A vertical stack of buttons on the right side, enclosed in a red box: 'Send to Review' (blue), 'Accept and Skip Review' (grey), and 'Decline Submission' (pink).

3.2

Section Editor

S1: Menangani Naskah

1. Login sebagai Section Editor dan muncul halaman seperti berikut :

Jurnal Training Gallery Ilmu Tasks 0 English View Site nadia

OJS OPEN JOURNAL SYSTEMS

Submissions Statistics

Submissions Archives Help

My Assigned Search Filters New Submission

1	AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja	Submission	▼
---	---------------------------------------------------------	------------	---

Status Paper

2. Klik judul paper yang akan di proses

S1: Menangani Naskah, Next..

The screenshot shows a journal submission management interface. At the top, there is a navigation bar with 'Tasks 0', 'English', 'View Site', and a user profile 'nadia'. Below this, a breadcrumb trail reads '1 / AT et al. / Paper Ini Dibuat Hanya Sebagai Contoh Saja'. On the right, there are buttons for 'Activity Log' and 'Library'. The main content area has a 'Workflow' tab selected, with sub-tabs for 'Submission', 'Review', 'Copyediting', and 'Production'. A 'Help' button is also visible. The 'Submission Files' section contains a table with one entry: 'maman, Contoh Paper - maman.docx', dated 'March 2, 2021', and labeled 'Article Text'. To the right of this table are three buttons: 'Send to Review' (blue), 'Accept and Skip Review' (grey), and 'Decline Submission' (pink). Below the table is a 'Download All Files' link. The 'Pre-Review Discussions' section has an 'Add discussion' button circled in red. On the right side, there is a 'Participants' section with an 'Assign' button, listing 'nadia SE' as the 'Section editor' and 'Maman AT' as the 'Author'. The URL at the bottom left is 'http://ojs.umsida.ac.id/teknik/submissions/...'. The page is annotated with red boxes and circles highlighting key elements: the breadcrumb trail, the 'Workflow' and 'Submission' tabs, the submission file entry, the 'Add discussion' button, and the 'Send to Review', 'Decline Submission', and 'Participants' sections.

Tasks 0 English View Site nadia

1 / AT et al. / Paper Ini Dibuat Hanya Sebagai Contoh Saja Activity Log Library

Workflow Publication

Submission Review Copyediting Production Help

Submission Files Search Upload File

Submission Files	Search	Upload File
▶ 1-1 maman, Contoh Paper - maman.docx	March 2, 2021	Article Text

3. Download paper

4. Cek naskah, jika sesuai template & focus scope jurnal maka "Send to Review". Jika ada catatan revisi dari editor/SE klik "Add discussion"

Download All Files

Pre-Review Discussions Add discussion

Name	From	Last Reply	Replies	Closed
No Items				

Participants Assign

Section editor

- ▶ nadia SE

Author

- ▶ Maman AT

http://ojs.umsida.ac.id/teknik/submissions/...

S1: Menangani Naskah, Next..

Tasks 0 English View Site nadia

Add discussion × **Download All Files**

5. Add Discussions

A Pastikan centang author

Participants	
<input checked="" type="checkbox"/>	nadia SE, Section editor
<input checked="" type="checkbox"/>	Maman AT, Author

B **Subject *** Isikan judul/topik diskusi
Mohon Revisi & Hasil Similarity

C **Message ***
Dear Author,
Berikut kami kirimkan file hasil catatan editor dan hasil cek similarity (35%, belum sesuai syarat Jurnal Training). Harap segera diperbaiki dan diupload paling lambat 06/03/2021 melalui menu upload files di diskusi ini. Demikian dan Terima Kasih.
Regards,
Editor Jurnal Training

D **Attached Files** Search **Upload File** Select Files
No Files

Upload file catatan editor dan atau hasil similarity

Contoh teks diskusi

S1: Menangani Naskah, Next..

Upload a Discussion File

1. Upload File 2. Review Details 3. Confirm

Article Component * **E**

Article Text

upload naskah hasil catatan editor

Drag and drop a file here to begin upload

Upload File

Upload a Discussion File

1. Upload File 2. Review Details 3. Confirm

If you are uploading a revision of an existing file, please indicate which file.

This is not a revision of an existing file

Article Component * **F**

Other

upload file similarity

drop a file here to begin upload

Upload File

Attached Files

Search	Upload File	Select Files	
2-1	nadia, Contoh Paper - maman NE.docx	March 3, 2021	Article Text
3-1	nadia, Cek Similarity - 35%.pdf	March 3, 2021	Other

G

Contoh file yang diupload

* Denotes required field

OK Cancel

Pre-Review Discussions

Name	From	Last Reply	Replies	Closed
Mohon Revisi & Hasil Similarity	nadia	-	0	<input type="checkbox"/>
	2021-03-03 01:07 PM			

H

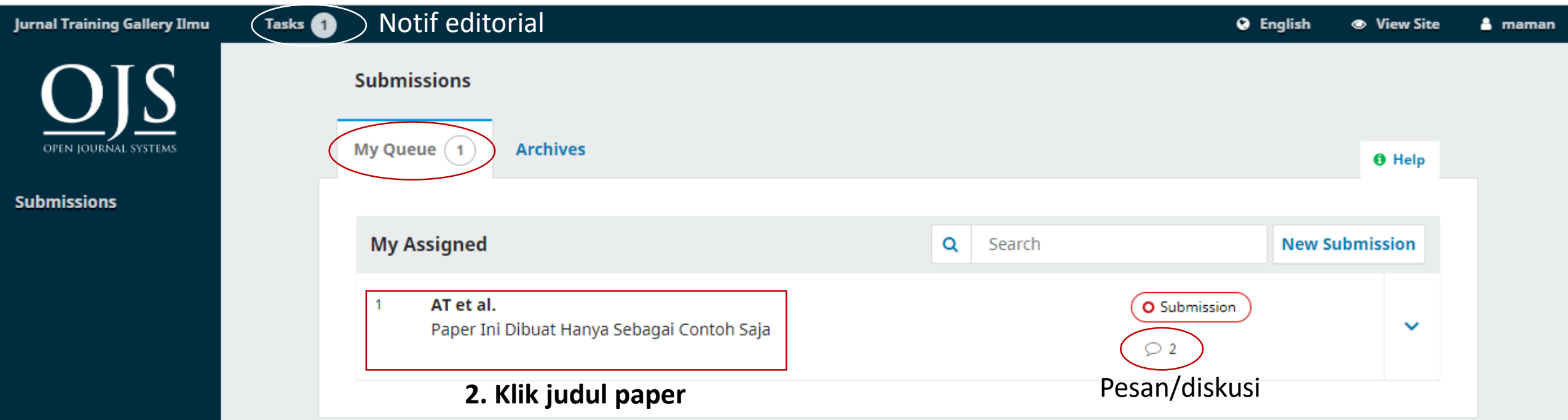
6. Tunggu Respon/Revisi dari Author

1.2

Author

S1 : Membuka Diskusi

1. Login sebagai Author



Jurnal Training Gallery Ilmu **Tasks 1** Notif editorial English View Site maman

OJS
OPEN JOURNAL SYSTEMS

Submissions

Submissions

My Queue 1 Archives Help

My Assigned Search New Submission

1	AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja	Submission	Pesan/diskusi 2
---	---------------------------------------------------------	------------	-----------------

2. Klik judul paper

S1 : Membuka Diskusi, Next..

Pre-Review Discussions

Name	From	Last Reply
Comments for the Editor	maman 2021-03-02 01:49 PM	-
Mohon Revisi & Hasil Similarity	nadia 2021-03-03 01:07 PM	-

3. Klik topik diskusi

Mohon Revisi & Hasil Similarity

Participants

Maman AT (maman)
nadia SE (nadia)

4. Baca diskusi dan download file

Messages

Note	From
Dear Author, Berikut kami kirimkan file hasil catatan editor dan hasil cek similarity (35%, belum sesuai syarat Jurnal Training). Harap segera diperbaiki dan diupload paling lambat 06/03/2021 melalui menu upload files di diskusi ini. Demikian dan Terima Kasih.	nadia 2021-03-03 01:07 PM
Regards, Editor Jurnal Training	
nadia, Contoh Paper - maman NE.docx nadia, Cek Similarity - 35%.pdf	

Add Message

5. Klik untuk membalas diskusi

S2 : Membalas Diskusi

Message *

Baik terima kasih atas informasinya. Berikut saya lampirkan file revisi sesuai catatan editor dan cek similarity. Terima kasih.

Attached Files Search **Upload File**

4-1 maman, Contoh Paper - maman Rev1.docx March Article Text

Pre-Review Discussions Add discussion

Name	From	Last Reply	Replies	Closed
Comments for the Editor	maman 2021-03-02 01:49 PM	-	0	<input type="checkbox"/>
Mohon Revisi & Hasil Similarity	nadia 2021-03-03 01:07 PM	maman 2021-03-03 01:41 PM	1	<input type="checkbox"/>

OK Cancel

6. Klik untuk upload file

3.3

Section Editor

S1 : Cek Revisi Author

1. Login sebagai SE

Pre-Review Discussions					Add discussion
Name	From	Last Reply	Replies	Closed	
▶ Mohon Revisi & Hasil Similarity	nadia 2021-03-03 01:07 PM	maman 2021-03-03 01:41 PM	1	<input type="checkbox"/>	

2. Klik topik diskusi

4. Jika revisi tidak sesuai/masih salah maka balas diskusi dengan memberikan catatan lagi pada file naskah kemudian upload. Jika sudah sesuai maka persiapkan naskah untuk "Send to Review"

Messages

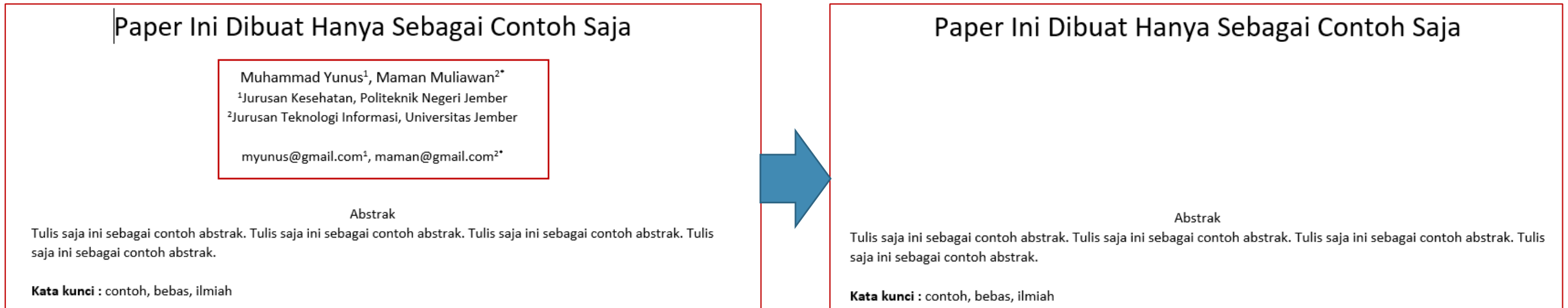
Note	From
Dear Author, Berikut kami kirimkan file hasil catatan editor dan hasil cek similarity (35%, belum sesuai syarat Jurnal Training). Harap segera diperbaiki dan diupload paling lambat 06/03/2021 melalui menu upload files di diskusi ini. Demikian dan Terima Kasih. Regards, Editor Jurnal Training nadia, Contoh Paper - maman NE.docx nadia, Cek Similarity - 35%.pdf	nadia 2021-03-03 01:07 PM
▶ Baik terima kasih atas informasinya. Berikut saya lampirkan file revisi sesuai catatan editor dan cek similarity. Terima kasih. maman, Contoh Paper - maman Rev1.docx	maman 2021-03-03 01:41 PM

[Add Message](#)

3. Download file revision author

S2: Persiapan Send to Review

1. Jika jurnal Double Blind Review, maka WAJIB identitas author pada naskah dihapus



2. Simpan nama file hasil perubahan dengan menambahkan kode tertentu untuk memudahkan ingat. Contoh jika nama file aslinya "artikel Maman.docx" maka menjadi "artikel Maman – SR.docx (Send Review) => saat implementasi jangan berikan nama file menggunakan nama author

S2: Persiapan Send to Review, Next..

Submission

Review

Copyediting

Production

Help

1. Klik judul paper

Submission Files		Q Search	Upload File
▶	1-1 maman, Contoh Paper - maman.docx	March 2, 2021	Article Text

2. Klik Send to Review

Send to Review

Accept and Skip Review

Decline Submission

3. Upload File Versi Editor/SE

Send to Review

Select files below to send them to the review stage.

Submission Files

Q Search Upload File

▶ 1-1 maman, Contoh Paper - maman.docx

March 2, 2021 Article Text

File asli submission

Send to Review

Cancel

4. Hilangkan ceklist file lama

File versi editor (double blind)

5. Klik Send to Review

Send to Review

Cancel

S3 : Add Reviewer

Submission **Review** Copyediting Production Help

Round 1 **New Review Round** Pastikan tidak pilih “New Review Round”

Round 1 Status
Waiting for reviewers to be assigned. **Belum ada penugasan Reviewer**

Review Files Search Upload/Select Files

▶ 7-1 Article Text, Artikel Maman-SR.docx	March 3, 2021	Article Text
--------------------------------------------	---------------	--------------

File untuk review (DB)

1. Klik Add Reviewer

Reviewers Add Reviewer

No Items

Request Revisions

Accept Submission

Decline Submission

Participants Assign

Section editor

▶ nadia SE

S3 : Add Reviewer, Next..

Add Reviewer

Locate a Reviewer

- Yuni R2
Universitas Harapan Bangsa
0 Never assigned Fuzzy, Data Mining, Sistem Pakar
- Eka R1
UIN Walisongo Semarang
0 Never assigned Database, Sistem Informasi, Smart City

2. Pilih Reviewer sesuai bidang

3. Klik Select Reviewer

Select Reviewer Create New Reviewer Enroll Existing User

4. Biarkan default pesan email

Do not send email to Reviewer.

Important Dates

Response Due Date

Review Due Date

5. Batas Respon Request

6. Batas Review Naskah

+ Files To Be Reviewed

Review Type

 Double-blind

7. Pastikan sesuai model review yang digunakan

 Blind Open

8. Klik Add Reviewer

Add Reviewer Cancel

Reviewers		Add Reviewer
Eka R1	Request Sent Response due: 2021-03-06	Double-blind
Yuni R2	Request Sent Response due: 2021-03-06	Double-blind

- 9. Jika menggunakan 2 reviewer, ulangi langkah2 diatas
- 10. Menunggu Respon & Hasil Review

4 Reviewer

S1 : Melihat Penugasan

1. Login sebagai akun Reviewer

Jurnal Training Gallery Ilmu **Tasks 1** English View Site eka

OJS
OPEN JOURNAL SYSTEMS

Submissions

Submissions

Submissions

My Queue 1 Archives

Help

Untuk Submission Paper

My Assigned Search New Submission

1	Review Assignment Paper Ini Dibuat Hanya Sebagai Contoh Saja ⚠️ Waiting for a response from the reviewer.	2021-03-06 Response Due	2021-03-13 Review Due
---	------------------------------------------------------------------------------------------------------------------------	----------------------------	--------------------------

2. Klik judul paper yang akan di review

Informasi respon dan batas review

S2 : Accept Request Review

Jurnal Training Gallery Ilmu Tasks 1 English View Site eka

OJS
OPEN JOURNAL SYSTEMS

Submissions

Review: Paper Ini Dibuat Hanya Sebagai Contoh Saja

1. Request 2. Guidelines 3. Download & Review 4. Completion **4 tahapan mereview**

Request for Review

You have been selected as a potential reviewer of the following submission. Below is an overview of the submission, as well as the timeline for this review. We hope that you are able to participate.


Article Title
Paper Ini Dibuat Hanya Sebagai Contoh Saja

Abstract
Jika abstrak menggunakan 2 bahasa (Indonesia dan Inggris), maka copas abstract english disini.

Identitas Paper

Review Type
Double-blind **Model Peer Review**

Review Files **File Review** Search

 7-1 Article Text, Artikel Maman-SR.docx	1. Download file, baca untuk respon kesediaan	March 3, 2021	Article Text
---------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------	---------------	--------------

S3 : Membaca Guidelines Review

[View All Submission Details](#)

Review Schedule

2021-03-03

Editor's Request

2021-03-06

Response Due Date

2021-03-13

Review Due Date

Jadwal Review

[About Due Dates](#)

2. Centang Persetujuan Collect Data

Yes, I agree to have my data collected and stored according to the [privacy statement](#).

Accept Review, Continue to Step #2

Decline Review Request

3. Klik Accept Review

Review: Paper Ini Dibuat Hanya Sebagai Contoh Saja

1. Request

2. Guidelines

3. Download & Review

4. Completion

Reviewer Guidelines

This publisher has not set any reviewer guidelines.

Tambahkan guidelines untuk membantu Reviewer

Continue to Step #3

Go Back

4. Klik Continue

S4 : Download & Mereview Naskah

Jurnal Training Gallery Ilmu Tasks 1 English View Site eka

OJS
OPEN JOURNAL SYSTEMS

Submissions

Review: *Paper Ini Dibuat Hanya Sebagai Contoh Saja*

1. Request 2. Guidelines **3. Download & Review** 4. Completion

Review Files Search

7-1	Article Text, Artikel Maman-SR.docx	Download file jika belum	March 3, 2021	Article Text
-----	-------------------------------------	---------------------------------	---------------	--------------

Review
Enter (or paste) your review of this submission

For author and editor

B *I* U

Bisa dikosongkan

Paper Ini Dibuat Hanya Sebagai Contoh Saja

Abstrak

Tulis saja ini sebagai contoh abstrak. Tulis saja ini sebagai contoh abstrak. Tulis saja ini sebagai contoh abstrak. Tulis saja ini sebagai contoh abstrak.

Kata kunci : contoh, bebas, ilmiah

Windows User
Judul belum memperlihatkan bidang teknologi informasi, lebih mengarah ke komunikasi biasa. Harap dipertegas kembali

Windows User A few seconds ago
Metode penelitian belum muncul dan hasil tidak ada menunjukkan akurasi

Review Langsung via komentar di file dokumen

S5 : Upload Hasil Review

Tasks 1 English View Site eka

For editor only

Bisa dikosongkan

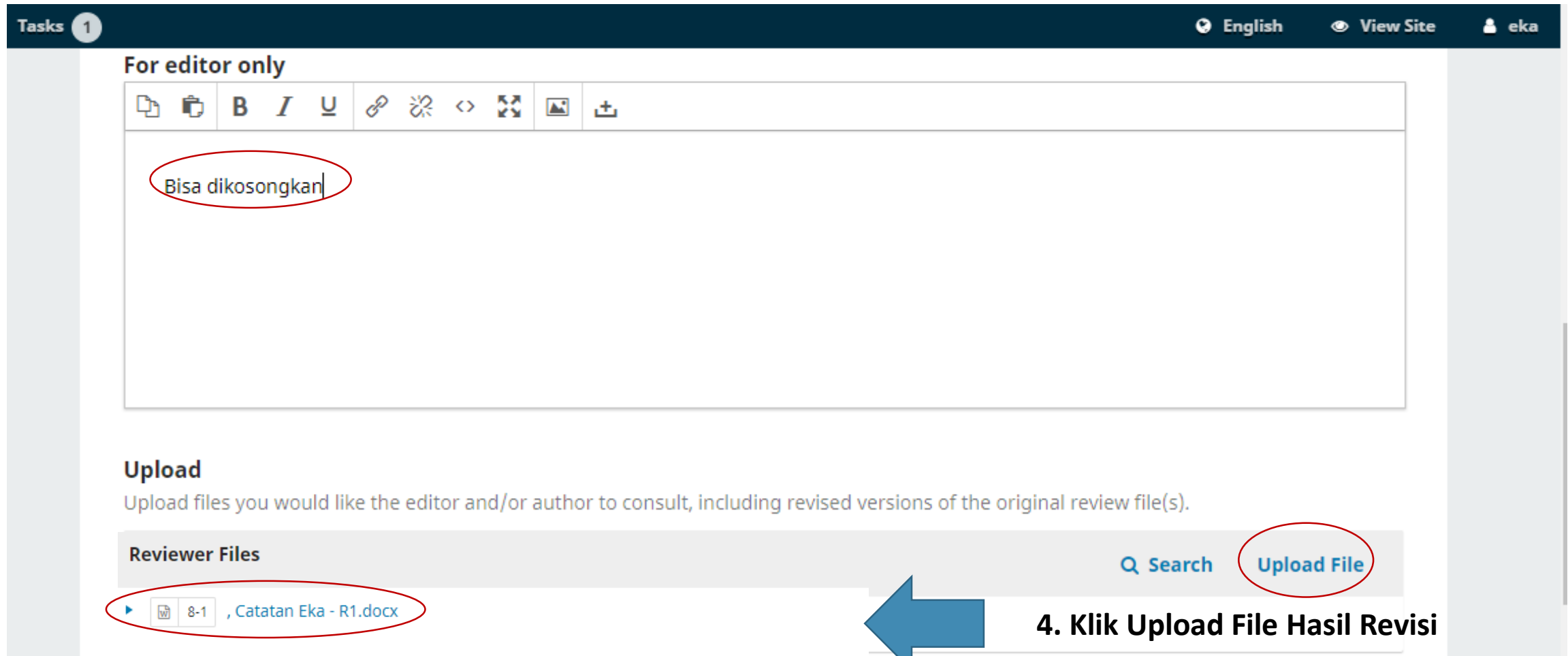
Upload
Upload files you would like the editor and/or author to consult, including revised versions of the original review file(s).

Reviewer Files

Search Upload File

8-1 , Catatan Eka - R1.docx

4. Klik Upload File Hasil Revisi



S6 : Konfirmasi Submit Review

Jurnal Training Gallery Ilmu Tasks 1 English View Site eka

Review Discussions

[Add discussion](#)

Name	From	Last Reply	Replies	Closed
No Items				

Recommendation

Select a recommendation and submit the review to complete the process. You must enter a review or upload a file before selecting a recommendation

Revisions Required 5. Pilih Rekomendasi Hasil Review

Submit Review Save for Later Go Back

Confirm

Are you sure you want to submit this review?

OK Cancel

6. Klik Submit Review

S7 : Proses Review Selesai

Review: *Paper Ini Dibuat Hanya Sebagai Contoh Saja*

1. Request

2. Guidelines

3. Download & Review

4. Completion

Proses Review Selesai

Review Submitted

Thank you for completing the review of this submission. Your review has been submitted successfully. We appreciate your

Submissions

My Queue 1

Archives

My Assigned



Search

New Submission

1

Review Assignment

Paper Ini Dibuat Hanya Sebagai Contoh Saja



Review Submitted

Help

Closed

Submissions

Klik untuk melihat penugasan dan submission



3.4

Section Editor

S1: Read Review

1. Login Sebagai Editor
2. Pilih Judul Paper

Reviewers			Add Reviewer
	Sudah selesai review		
▶ Eka R1	Review Submitted Recommendation: Revisions Required	Double-blind	Read Review 3. Klik
▶ Yuni R2	Request Sent Response due: 2021-03-06	Double-blind Perlu koordinasi dengan reviewer	

Participants	Assign
Section editor	
▶ nadia SE	
Author	
▶ Maman AT	

Note :

1. Untuk proses Read Review bisa dilakukan setelah Reviewer selesai tanpa harus menunggu Reviewer selesai terlebih dahulu
2. Pastikan seluruh Reviewer sudah mengirimkan hasil review sebelum lanjut ke proses berikutnya

S2: Download Hasil Peer Review

Review: Paper Ini Dibuat Hanya Sebagai Contoh Saja ✕

Eka R1

Once this review has been read, press "Confirm" to indicate that the review process may proceed. If the reviewer has submitted their review elsewhere, you may upload the file below and then press "Confirm" to proceed.

Completed: 2021-03-03 03:20 PM

Recommendation: Revisions Required


Reviewer Comments

For author and editor
Bisa dikosongkan

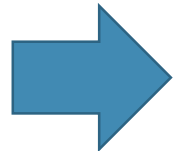
For editor only
Bisa dikosongkan

Reviewer Files

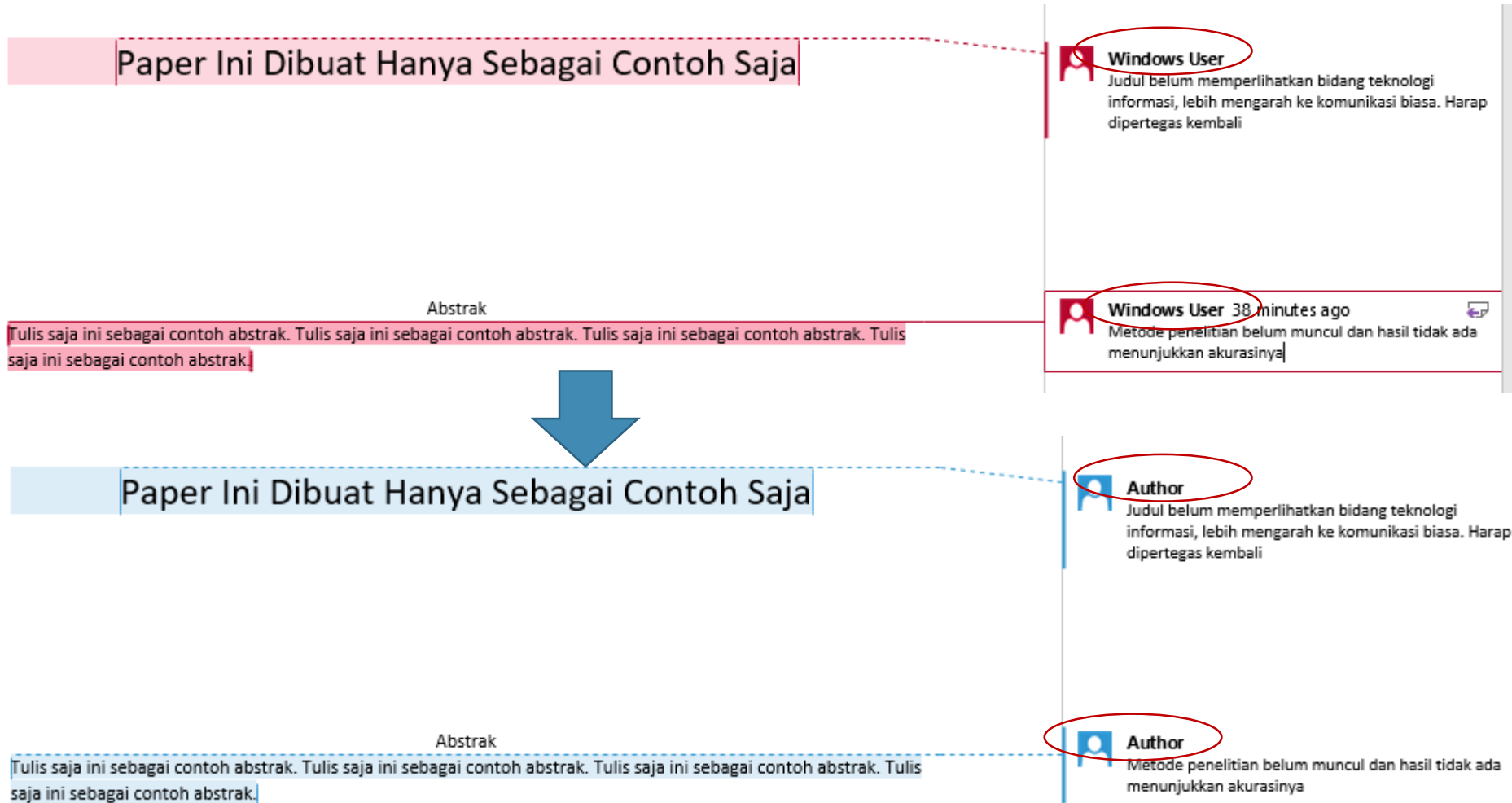
4. Download file hasil review 🔍 Search 📄 Upload File

▶  8-1	, Catatan Eka - R1.docx	March 3, 2021
-------------------------------------------------------------------------------------------	--------------------------------	---------------

5. Cek dan Hapus Nama Reviewer di dokumen



S3 : Menghapus Nama Reviewer



Kata kunci : contoh, bebas, ilmiah

6. Ganti nama filenya misalnya "Note R1" dan Upload File pada tab Review

S4 : Upload Hasil Review Versi SE & Konfirmasi

Reviewer Files


Search

Upload File

▶  8-1 , Catatan Eka - R1.docx

March
3,
2021

7. Upload file versi editor

▶  9-1 , Note R1.docx

March
3,
2021

File versi editor

Recommendation

Set or adjust the reviewer recommendation.

Revisions Required

8. Pilih Rekomendasi sesuai Reviewer

Reviewer rating

Rate the quality of the review provided. This rating is not shared with the reviewer.

No rating

★★★★★

★★★★

★★★

★★

★

9. Berikan penilaian bintang

10. Klik Confirm

Confirm

Cancel

Reviewers

Add Reviewer

▶ Eka R1

Complete

Double-blind

Thank
Reviewer

Recommendation:
Revisions Required

S5 : Thank to Reviewer

Reviewers			Add Reviewer
▶ Eka R1	Complete Recommendation: Revisions Required	Double-blind	11. Klik Thank Reviewer Revert Decision
▶ Yuni R2	Complete Recommendation: Revisions Required	Double-blind	Thank Reviewer Revert Decision

Reviewers			Add Reviewer
▶ Eka R1	Reviewer Thanked Recommendation: Revisions Required	Double-blind	Revert Decision

Thank Reviewer

Reviewer
Eka R1 <eka@gmail.com>

Email to be sent to reviewer

Eka R1:
Thank you for completing the review of the submission, "Paper Ini Dibuat Hanya Sebagai Contoh Saja," for Jurnal Training Gallery Ilmu. We appreciate your contribution to the quality of the work that we publish.

Bisa mengirimkan sertifikat Reviewer sekalian

Do not send email to Reviewer.

Thank Reviewer Cancel

S6 : Request Revisions

Round 1 Status


All reviewers have responded and a decision is needed.

Editor/SE belum memberikan keputusan

Review Files

Search

Upload/Select Files

▶	 7-1	Article Text, Artikel Maman-SR.docx	March 3, 2021	Article Text
---	---------------------------------------------------------------------------------------	-------------------------------------	---------------	--------------

Request Revisions

1. Klik Request Revisions

Accept Submission

Decline Submission

Reviewers

Pastikan "Complete"

Add Reviewer

▶	Eka R1	Reviewer Thanked Recommendation: Revisions Required	Double-blind	Revert Decision
▶	Yuni R2	Complete Recommendation: Revisions Required	Double-blind	Thank Reviewer Revert Decision

Participants

Assign

Section editor

▶ nadia SE

Author

▶ Maman AT

S7 : Memilih File Hasil Review Versi SE

Request Revisions

Require New Review Round

- Revisions will not be subject to a new round of peer reviews.
- Revisions will be subject to a new round of peer reviews.

2. Biarkan settingan default

Send Email

- Send an email notification to the author(s): Maman AT, Muhammad Yunus
- Do not send an email notification

Maman AT, Muhammad Yunus:

We have reached a decision regarding your submission to Jurnal Training Gallery Ilmu, "Paper Ini Dibuat Hanya Sebagai Contoh Saja".

Our decision is: Revisions Required

Round 1 Status
Revisions have been requested.

Select review files to share with the author(s)

	Q Search	Upload File
<input type="checkbox"/> 7-1 Article Text, Artikel Maman-SR.docx	March 3, 2021	Article Text
<input type="checkbox"/> 8-1 , Catatan Eka - R1.docx	March 3, 2021	
<input checked="" type="checkbox"/> 9-1 , Note R1.docx	March 3, 2021	
<input type="checkbox"/> 10-1 , Note R2.docx	March 3, 2021	
<input checked="" type="checkbox"/> 11-1 , Note VE.docx	March 3, 2021	

3. Pastikan file hasil review versi SE tercentang

4. Klik Record..

S8 : Add Discussion untuk Deadline Revisi

5. Selanjutnya membuat catatan revisi

Revisions Search **Upload File**

No Files

Tempat upload revisi author

Review Discussion **Add discussion** Replies Closed

Name

Participants

<input type="checkbox"/>	Yuni R2, Reviewer (Double-blind)
<input type="checkbox"/>	Eka R1, Reviewer (Double-blind)
<input checked="" type="checkbox"/>	nadia SE, Section editor
<input checked="" type="checkbox"/>	Maman AT, Author

6. Klik Add discussion

7. Pastikan author tercentang

S8 : Add Discussion untuk Deadline Revisi, Next..

Mohon Revisi

Message *

Harap lakukan revisi sesuai catatan reviewer dan dikirimkan paling lambat 10/03/2021 melalui menu REVISIONS. Demikian dan terima kasih.

Contoh pesan

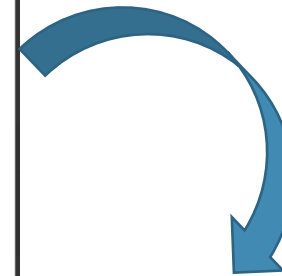
Attached Files

Search Upload File Select Files

No Files

* Denotes required field

OK Cancel



Review Discussions					Add discussion
Name	From	Last Reply	Replies	Closed	
Mohon Revisi	nadia 2021-03-03 04:45 PM	-	0	<input type="checkbox"/>	Hasil add discussion

1.3

Author

S1 : Cek Status Naskah

Jurnal Training Gallery Ilmu Tasks 2 English View Site maman

OJS
OPEN JOURNAL SYSTEMS

Submissions

Submissions

Submissions

My Queue 1 Archives Help

My Assigned Search New Submission

1	AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja Revisions have been requested.	Review	Status "Review"
	Status : permintaan revisi	2/2	Jumlah Reviewer

1. Klik judul paper

S2 : Membaca Pesan dari SE

1 / AT et al. / Paper Ini Dibuat Hanya Sebagai Contoh Saja

Upload File

Library

Workflow

Publication

Submission

Review

Copyediting

Production

Round 1

Round 1 Status

Revisions have been requested.

Notifications

[train] Editor Decision

2. Klik untuk baca decision

Notifications

[train] Editor Decision

2021-03-03 04:32 PM

Maman AT, Muhammad Yunus:


We have reached a decision regarding your submission to Jurnal Training Gallery Ilmu, "Paper Ini Dibuat Hanya Sebagai Contoh Saja".

Our decision is: Revisions Required

[Jurnal Training Gallery Ilmu](#)

2021-03-03 04:32 PM

S3 : Upload Revisi di Menu Revisions

Reviewer's Attachments		Q Search
 9-1 , Note R1.docx	3. Download ke 2 file dan lakukan revisi sesuai catatan Reviewer	March 3, 2021
 11-1 , Note VE.docx		March 3, 2021

5. Jika sudah revisi, upload file disini

Revisions Q Search Upload File

Review Discussions

Name

[Mohon Revisi](#)

Mohon Revisi ×

Participants
Maman AT (maman)
nadia SE (nadia)

Messages

Note	From
Harap lakukan revisi sesuai catatan reviewer dan dikirimkan paling lambat 10/03/2021 melalui menu REVISIONS. Demikian dan terima kasih.	nadia 2021-03-03 04:45 PM

4. Klik untuk lihat catatan editor

Untuk balas diskusi jika dibutuhkan

S3 : Upload Revisi di Menu Revisions, Next..

Revisions Q Search Upload File

No Files

6. Klik untuk upload revisi

Upload Review File ×


1. Upload File 2. Review Details 3. Confirm

Article Component *

Article Text

✓ Article Text, maman Rev2.docx

Revisions **File revisi berhasil diupload** Q Search Upload File

 12-1 Article Text, maman Rev2.docx	March 3, 2021	Article Text
----------------------------------------------------------------------------------------------------------------------	---------------	--------------

Continue Cancel

7. Tunggu respon dari editor

3.5

Section Editor

S1 : Download File & Accept Submission

Revisions Search Upload File Request Revisions

Revisions	Search	Upload File
▶ 12-1 Article Text, maman Rev2.docx	March 3, 2021	Article Text

Accept Submission Decline Submission

5. Klik untuk Accept Naskah

1. Download file, cek apakah sesuai catatan reviewer
2. Jika tidak sesuai (mayor) maka perlu penugasan reviewer kembali pada ronde 2.
3. Tapi jika minor, cukup buat diskusi untuk meminta revisi kembali dan upload lagi dibagian REVISIONS
4. Jika sudah sesuai catatan reviewer, maka kembalikan identitas author dan upload file versi editor dibagian Revisions



Revisions Search Upload File

Revisions	Search	Upload File
▶ 12-1 Article Text, maman Rev2.docx	March 3, 2021	Article Text
▶ 14-1 Article Text, File CE.docx	March 3, 2021	Article Text

File versi section editor

Participants Assign

Section editor

▶ nadia SE

Author

▶ Maman AT

S2 : Memilih File Versi SE untuk Copy Editing

Accept Submission [X]

Send Email

Send an email notification to the author(s): Maman AT, Muhammad Yunus

Do not send an email notification

[Rich Text Editor]

Maman AT, Muhammad Yunus:

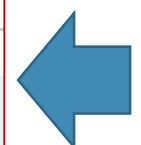
We have reached a decision regarding your submission to Jurnal Training Gallery Ilmu, "Paper Ini Dibuat Hanya Sebagai Contoh Saja".

Our decision is to: **Accept Submission**



Select review files to share with the author(s)

	Q Search	Upload File
<input type="checkbox"/> 7-1 Article Text, Artikel Maman-SR.docx	March 3, 2021	Article Text
<input type="checkbox"/> 8-1 , Catatan Eka - R1.docx	March 3, 2021	
<input type="checkbox"/> 9-1 , Note R1.docx	March 3, 2021	
<input type="checkbox"/> 10-1 , Note R2.docx	March 3, 2021	
<input type="checkbox"/> 11-1 , Note VE.docx	March 3, 2021	
<input type="checkbox"/> 12-1 Article Text, maman Rev2.docx	March 3, 2021	Article Text
<input checked="" type="checkbox"/> 14-1 Article Text, File CE.docx	March 3, 2021	Article Text



+ Select Library Files to attach

7. Klik untuk memilih files ke proses Copy Editing



Next: Select Files for Copyediting [Cancel]

6. Ceklis file versi editor untuk dilihat author

S3 : Record Decision

Accept Submission ✕

Select the files you would like to forward to the Copyediting stage.

Revisions		Q Search
<input type="checkbox"/>	 12-1 Article Text, maman Rev2.docx	March 3, 2021 Article Text
<input checked="" type="checkbox"/>	 14-1 Article Text, File CE.docx	March 3, 2021 Article Text

8. Centang file versi editor

Record Editorial Decision Previous: Author Notification Cancel

9. Klik Record..

S4 : Menugaskan Copyeditor

Workflow Publication

Submission Review **Copyediting** Production Help

Notification
Assign a copyeditor using the Assign link in the Participants list. **Diminta menugaskan copy editor**

Draft Files Search Upload/Select Files

▶ 15-1 Article Text, File CE.docx	March 3, 2021	Article Text
------------------------------------	---------------	--------------

Pastikan ada file versi editor, jika tidak ada klik upload files

Copyediting Discussions Add discussion

Name	From	Last Reply	Replies	Closed
------	------	------------	---------	--------

Send To Production

Participants **Assign**

Section editor

- ▶ nadia SE
- ▶ **Copyeditor**
- ▶ aulia CE

Author

- ▶ Maman AT

Assign Participant

Locate a User


Copyeditor

Search

3. Klik

4. ceklis

Name
aulia CE



S5 : Mengirim Notify ke Copyeditor

Participants [Assign](#)

Section editor

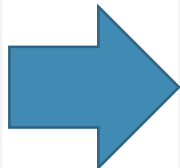
- ▶ nadia SE

Copyeditor

- ▼ aulia CE
 - [Remove](#) [Edit](#)
 - [Notify](#) **5. Klik**

Author

- ▶ Maman AT



Notify ✕

Start Discussion

Begin a discussion between yourself and aulia CE.

Choose a predefined message to use, or fill out the form below.

[train] Copyediting Request

6. Gunakan template yang sudah ada

Message *

NAME : Aulia

I would ask that you undertake the copyediting of "Paper Ini Dibuat Hanya Sebagai Contoh Saja" for Jurnal Training Gallery Ilmu by following these steps.

1. Click on the Submission URL below.
2. Open any files available under Draft Files and do your copyediting, while adding any Copyediting Discussions as needed.

* Denotes required field

[Notify](#) **6. Gunakan template yang sudah ada**

Copyediting Discussions [Add discussion](#)

Name	From	Last Reply	Replies	Closed
▶ [train] Copyediting Request	nadia	-	0	<input type="checkbox"/>
	2021-03-03			
	11:04 PM			

5.1

Copyeditor

S1 : Login & Cek Penugasan

Jurnal Training Gallery Ilmu Tasks 1 English View Site aulia

OJS
OPEN JOURNAL SYSTEMS

Submissions

Submissions

Submissions

My Queue 1 Archives Help

My Assigned Search Filters New Submission

1	AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja	Copyediting 1	
---	---------------------------------------------------------	------------------	--

1. Klik judul naskah

Note : Jika ada penugasan maka akan otomatis muncul paper di tab My Queue

S2 : Download & Upload File Hasil CE

Jurnal Training Gallery Ilmu Tasks 1 English View Site aulia

2. Download File Draft Copyediting dari SE. Lakukan proses CE

Copyediting Discussions [Add discussion](#)

Name	From	Last Reply	Replies	Closed
[train] Copyediting Request	nadia 2021-03-03 11:04 PM	-	0	<input type="checkbox"/>

Copyeditor
▶ aulia CE

Author
▶ Maman AT

3. Jika sudah selesai CE, Klik upload files

Copyedited [Search](#) [Upload/Select Files](#)

No Files

Copyedited [Search](#) [Upload/Select Files](#)

▶ 16-1 aulia, Hasil CE - Aulia.docx	March 3, 2021	Article Text
--------------------------------------	---------------	--------------

File hasil CE

4. Jangan lupa balas notif ke editor lewat diskusi untuk konfirmasi

3.6

Section Editor

S1 : Cek File Hasil Copyediting

Jurnal Training Gallery Ilmu Tasks 1 English View Site nadia

OJS
OPEN JOURNAL SYSTEMS

Submissions
Statistics

Submissions

My Queue 1 Archives

My Assigned

1. **AT et al.**
Paper Ini Dibuat Hanya Sebagai Contoh Saja

1. Klik judul naskah

Copyedited

16-1 aulia, Hasil CE - Aulia.docx

March 3, 2021 Article Text

Copyediting 1 1

2. Notif ada file CE

3. Download dan cek, jika sudah sesuai maka lanjut ke tahapan berikutnya

S2 : Send to Production

1 / AT et al. / Paper Ini Dibuat Hanya Sebagai Contoh Saja

Preview

Activity Log

Library

Workflow

Publication

Submission

Review

Copyediting

Production

Help

4. Klik Send..

Send To Production

Draft Files

Search

Upload/Select Files

15-1 Article Text, File CE.docx

March 3, 2021 Article Text

Copyedited

Search

Upload/Select Files

16-1 aulia, Hasil CE - Aulia.docx

March 3, 2021 Article Text

S3 : Memilih File Hasil Copyedited

Send To Production ✕

Send Email

- Send an email notification to the author(s): Maman AT, Muhammad Yunus
- Do not send an email notification

B I U [Link] [Image] [Upload]

Maman AT, Muhammad Yunus:

The editing of your submission, "Paper Ini Dibuat Hanya Sebagai Contoh Saja," is complete. We are now sending it to production.

Submission URL: <http://training.gallery-ilmu.tech/index.php/train/authorDashboard/submission/1>

+ Select Library Files to attach

Next: Select Files for Production Cancel

5. Klik Next..

Send To Production ✕

Select the files you would like to forward to the Production stage.

Draft Files		Q Search
<input type="checkbox"/>	15-1 Article Text, File CE.docx	March 3, 2021 Article Text

Copyedited		Q Search
<input checked="" type="checkbox"/>	16-1 aulia, Hasil CE - Aulia.docx	March 3, 2021 Article Text

5. Centang file copy edited

Record Editorial Decision Previous: Author Notification Cancel

6. Record..

S4 : Menugaskan Layout Editor

The screenshot displays the 'Journal Training Gallery Ilmu' interface. The top navigation bar includes 'English', 'View Site', and a user profile 'nadia'. The left sidebar contains 'Submissions' and 'Statistics'. The main content area is titled 'Tasks 1' and features a 'Workflow' tab (circled in red) with sub-steps: 'Submission', 'Review', 'Copyediting', and 'Production' (circled in red). A 'Help' button is visible in the top right of the workflow area.

A notification box states: **Notification**
Assign a user to create galleys using the Assign link in the Participants list.

Below the notification, a 'Production Ready Files' table is shown with a search bar and an 'Upload File' button. A file entry is circled in red:

File Name	Month	Article Type
17-1 aulia, Hasil CE - Aulia.docx	March 3, 2021	Article Text

Text below the file entry: **File hasil CE untuk di layout**

On the right side, there is a 'Schedule For Publication' section with a 'Participants' list and an 'Assign' button (circled in red). A step indicator '1. Klik' is positioned above the 'Assign' button.

S5 : Membuat Notify ke Layout Editor

Assign Participant

Locate a User

2. Pilih LE

Layout Editor

3. Klik

Search

Name

4. Pilih LE

fanny LE

Schedule For Publication

Participants Assign

Section editor

▶ nadia SE

Layout Editor

▶ fanny LE

Author Participants Assign

▶ Maman AT

Section editor

▶ nadia SE

Layout Editor

▼ fanny LE

Remove Edit **Notify**

Author

▶ Maman AT

Notify

Start Discussion

Begin a discussion between yourself and fanny LE.

Choose a predefined message to use, or fill out the form below.

[train] Request Galleys

Message *

NAME :

The submission "Paper Ini Dibuat Hanya Sebagai Contoh Saja" to Jurnal Training Gallery Ilmu now needs galleys laid out by following these steps.

1. Click on the Submission URL below.
2. Log into the journal and use the Production Ready files to create the galleys according to the journal's standards.

* Denotes required field

Notify

Production Discussions

Name	From
[train] Request Galleys	nadia 2021-03-03 11:53 PM

6.1

Layout Editor

S1 : Pilih Paper

1. Login sebagai Layout Editor

Jurnal Training Gallery Ilmu

Tasks 1

English View Site fanny

OJS
OPEN JOURNAL SYSTEMS

Submissions

Submissions

My Queue 1 Archives

Help

My Assigned

Search Filters New Submission

1	AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja	Production	1
---	---------------------------------------------------------	------------	---

2. Klik judul paper

Note :

Untuk memudahkan keperluan pada proses Proofreading, disarankan file yang diupload pada galleys adalah versi draft dalam ekstensi .docx. Hal ini untuk memudahkan pemeriksaan dan perbaikan akhir oleh Proofreader. (Dalam kasus ini menggunakan file pdf langsung oleh LE)

S2 : Menu Galleys & Label (ex. Pdf)

Workflow

Publication

3. Klik Tab Publication

Status: **Unscheduled**

Preview

Schedule For Publication

Title & Abstract

Contributors

Metadata

Identifiers

• Galleys

4. Pilih Galleys

Permissions & Disclosure

Issue

Galleys

Create New Galley

Galley Label *

PDF

Typically used to identify the file format (e.g. PDF, HTML, etc.). *

English

Language *

This galley will be available at a separate website.

URL Path

An optional path to use in the URL instead of the ID.

7. Klik Save

Save

Cancel

Add galley

5. Klik Add..

S3 : Upload File Draft Galleys (ex. Pdf)

Upload a File Ready for Publication

1. Upload File 2. Review Details 3. Confirm

Article Component *

Article Text

✓ fanny, 1-7 Maman Galley.pdf Change File

Continue Cancel

Note :

- Disarankan dalam bentuk .docx untuk keperluan Proofreading
- Jika sudah terlanjur pdf maka nanti proofreader bisa memberikan catatan di file notepad atau lainnya (atau kontak Lee untuk file docx)

Galleys Add galley

▶ [PDF](#) File PDF berhasil diupload

8. Jika sudah, Layout Editor bisa buat diskusi atau kirim notif ke editor bagian

S4 : Memastikan File Galleys Ada

Note :

Sebelum menugaskan Proofreader, SE harus pastikan **Layout Editor** sudah upload file di galleys (.pdf)

Jurnal Training Gallery Ilmu Tasks 1 English View Site nadia

OJS OPEN JOURNAL SYSTEMS

Submissions

Statistics

Submissions

Submissions

Archives

Help

My Assigned

Search Filters New Submission

7	Wulandari PENGARUH PEMBERIAN DEDAK KASAR FERMENTASI	Submission	1	▼
1	Yunus et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja	Production	1 1	▼

2. Klik judul paper

1. Icon file sudah terupload di galleys pd step production

S5 : Menugaskan Proofreader

The image shows a software interface for assigning participants and scheduling publication. It is divided into two main panels: 'Assign Participant' on the left and 'Schedule For Publication' on the right.

Assign Participant Panel:

- 2. Pilih proofreader:** A dropdown menu is set to 'Proofreader'.
- 3. Klik:** The 'Search' button is highlighted.
- 4. Centang proofreader yang ditugaskan:** A radio button next to 'restu PR' is selected.
- B:** A large red letter 'B' is placed below the user list.

Schedule For Publication Panel:

- Participants:** A list of participants is shown, including 'restu PR' under the 'Proofreader' category.
- C:** A large red letter 'C' is placed next to the 'restu PR' entry.
- 5. Klik untuk kirim notifikasi:** The 'Notify' button for 'restu PR' is highlighted.
- Proofreader berhasil ditambahkan:** A text annotation is placed next to the 'restu PR' entry.

Other Elements:

- A:** A large red letter 'A' is placed above the 'Schedule For Publication' button in the right panel.
- 1. Klik:** The 'Assign' button in the right panel is highlighted.
- Navigation:** 'Preview', 'Activity Log', and 'Library' buttons are visible at the top right.
- Search and Upload:** 'Search' and 'Upload File' buttons are visible in the middle right.
- Download All Files:** A button is visible at the bottom right.

S6 : Mengirimkan Notify ke Proofreader

Notify

Start Discussion
Begin a discussion between yourself and restu PR.

Choose a predefined message to use, or fill out the form below.

[train] Galleys Complete

6. Pilih template yang ada

Message *

EDITOR :

Galleys have now been prepared for the manuscript, "Paper Ini Dibuat Hanya Sebagai Contoh Saja," for Jurnal Training Gallery Ilmu and are ready for proofreading.

If you have any questions, please contact me. **Contoh pesan default**

* Denotes required field

7. Klik

Notify

Production Discussions			Order	Add discussion
Name	From	Last Reply	Replies	Closed
▶ [train] Request Galleys	nadia 2021-03-03 11:53 PM	-	0	<input type="checkbox"/>
▶ [train] Galleys Complete	nadia 2021-03-06 12:34 AM	-	0	<input type="checkbox"/>

Hasil create notifikasi

Note :

Sampai tahap ini SE tinggal menunggu hasil proses proofreading

7.1

Proofreader

S1 : Memeriksa File di Galley

1. Login sebagai Proofreader

The screenshot shows the OJS interface. At the top, there is a navigation bar with 'Jurnal Training Gallery Ilmu', 'Tasks 0', 'English', 'View Site', and 'restu'. The main content area is titled 'Submissions' and has two tabs: 'My Queue 1' and 'Archives'. Below this is the 'My Assigned' section, which includes a search bar, 'Filters', and 'New Submission' buttons. A table lists assigned papers, with the first entry '1 Yunus et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja' highlighted by a red box. To the right of this entry, there is a 'Production' status indicator, a document icon circled in red, and a comment icon with the number '1'. A 'Help' button is visible in the top right corner.

3. Klik judul paper

2. Icon dokumen menandakan ada file di galley

Note : Jika ada penugasan dari SE maka otomatis paper akan muncul di halaman beranda Proofreader


S2 : Memilih Tab Publication

Workflow **Publication**

5. Klik untuk menuju menu galleys

Submission Review Copyediting Production Help

Production Ready Files [Search](#) [Upload File](#)

▶  17-1 aulia, Hasil CE - Aulia.docx	March 3, 2021	Article Text
-----------------------------------------------------------------------------------------------------------------------	---------------	--------------

[Download All Files](#)

Production Discussions [Add discussion](#)

Name	From	Last Reply	Replies	Closed
[train] Galleys Complete	nadia	-	0	<input type="checkbox"/>

2021-03-06 13:34 AM

4. Klik untuk membaca notif dari SE

[Schedule For Publication](#)

Participants

Section editor

- ▶ nadia SE

Layout Editor

- ▶ fanny LE

Proofreader

- ▶ restu PR

Author

- ▶ Maman AT

S3 : Menu Galleys & Download File

Workflow **Publication**

Status: **Unscheduled** [Preview](#) [Schedule For Publication](#)

Title & Abstract

Contributors

Metadata

Identifiers

Galleys

Permissions & Disclosure

Issue

Galleys [Add galley](#)

PDF 7. Download file galley (pdf), lakukan proses proofreading

Edit **Change File** Delete

8. Klik untuk update file versi proofreading (jika ada perubahan)

Upload a File Ready for Publication

1. Upload File 2. Review Details 3. Confirm

restu, 1-8 Galley - Proof.pdf [Edit](#)

pdf 479KB

9. Klik untuk finish upload change file

Complete Cancel

S4 : Konfirmasi Naskah Siap Terbit

1. Setelah melakukan perubahan file pada galleys, maka jangan lupa konfirmasi ke SE bahwa naskah sudah siap terbit

The screenshot shows the 'Production' workflow in a journal submission system. A red circle 'C' highlights the 'Upload File' button in the 'Attached Files' section. A red circle 'A' highlights the 'Add discussion' button in the 'Production Discussions' table. A red circle 'B' highlights the 'Subject' field in the 'Add discussion' dialog box, which contains the text 'Naskah Siap Terbit'. A red circle '3' highlights the 'Participants' list in the 'Add discussion' dialog box, which includes 'restu PR, Proofreader', 'fanny LE, Layout Editor', 'nadia SE, Section editor', and 'Maman AT, Author'. A red circle '4' highlights the 'Message' field in the 'Add discussion' dialog box, which contains the text: 'Dengan ini kami informasikan bahwa naskah sudah melalui proses proofreading, terdapat beberapa perbaikan dan sudah diupload kembali pada menu galleys. Sehingga direkomendasikan bahwa NASKAH SIAP UNTUK DITERBITKAN. Demikian dan Terima Kasih.' A red circle '5' highlights the 'OK' button in the 'Attached Files' dialog box. A red circle '2' highlights the 'Add discussion' button in the 'Production Discussions' table. A red circle '1' highlights the 'Workflow' tab in the top navigation bar.

2. Klik

3. Centang saja semuanya agar bisa dicek lagi (SE, LE dan Author)

4. Contoh pesan (sesuaikan dg kebutuhan)

5. Jika misalnya proofreader tidak upload/change file di galleys maka bisa upload disini. Kemudian selanjutnya akan diproses oleh LE

Name	From	Last Reply	Replies	Closed
[train] Galleys Complete	nadia	-	0	<input checked="" type="checkbox"/>

Proofreader : Note

1. Biasanya proofreader menemukan kesalahan kecil saja atau bahkan tidak ada temuan
2. Jika tidak ada temuan kesalahan maka proofreader langsung konfirmasi dengan add/reply discussion bahwa naskah siap terbit
3. Namun jika menemukan ada kesalahan minor selama proses proofreading maka bisa langsung diperbaiki dan ganti file pada galleys (jika bisa dan memungkinkan, tergantung kebijakan pengelola jurnal) => **contoh slide 111**
4. Namun jika proofreader tidak diberikan akses untuk upload/change file di galleys, maka file catatan atau hasil perubahan bisa dikirimkan melalui menu discussion. Selanjutnya akan diproses oleh LE atau SE => **contoh slide 112**

3.7

Section Editor

Section Editor : Mengecek File Hasil Proofreading

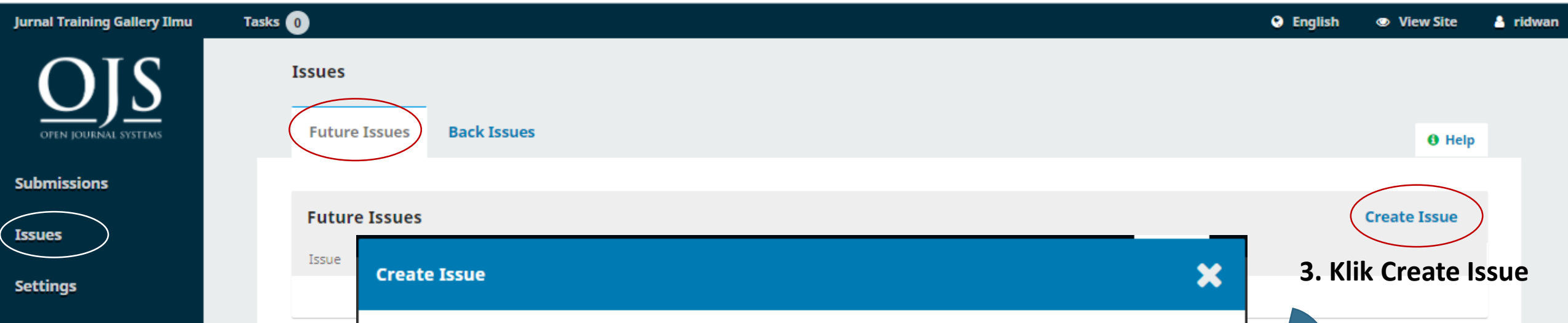
- SE harus memantau dan memeriksa hasil kerja proofreading
- Jika Proofreader merekomendasikan naskah siap terbit maka SE tinggal menjadwalkan terbit (**setelah jurnal editor membuat issue**)

2.2

Journal Editor

S1 : Membuat Issue (Terbitan)

1. Login sebagai Editor Jurnal (Section Editor tidak bisa)



Jurnal Training Gallery Ilmu Tasks 0 English View Site ridwan

OJS OPEN JOURNAL SYSTEMS

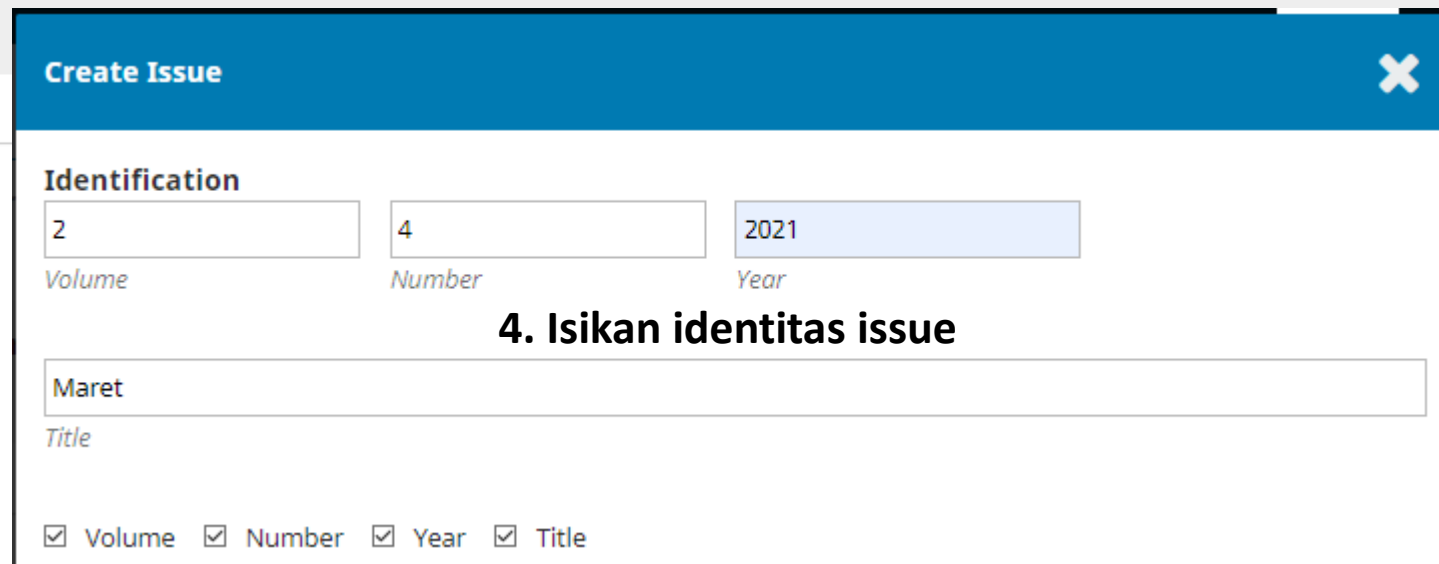
Submissions Issues Settings

Issues Future Issues Back Issues Help

Future Issues Create Issue

2. Klik Issue -> Future Issue

3. Klik Create Issue



Create Issue

Identification

2 4 2021

Volume Number Year

Maret

Title

Volume Number Year Title

4. Isikan identitas issue

S2 : Mengecek Hasil Create Issue

Cover image

✓ cover issue 4 Vol 2.jpg Change File

5. Upload cover issue

URL Path

An optional path to use in the URL instead of the ID.

6. Klik Save

Save Cancel

Future Issues Back Issues Help

Future Issues Create Issue

Issue	Items
Vol. 2 No. 4 (2021): Maret	0

Item yang dijadwalkan publish

Data terbitan

3.8

Section Editor

S1 : Menjadwalkan Paper

Jurnal Training Gallery Ilmu Tasks 1 English View Site



OJS
OPEN JOURNAL SYSTEMS

Submissions
Statistics

Submissions

My Queue 1 Archives Help

My Assigned Filters New Submission

1	AT et al. Paper Ini Dibuat Hanya Sebagai Contoh Saja	Production	 1  1	▼
---	---------------------------------------------------------	------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

1. Klik judul paper

2. Pastikan ada pdf galley

S2 : Pilih Menu Issue

Workflow **Publication**

Status: **Unscheduled**

3. Klik Tab Publication

Title & Abstract

Contributors

Metadata

Identifiers

Galleys

Permissions & Disclosure

• Issue

4. Pastikan aman semua

5. Klik Issue

Issue

This has not been scheduled for publication in an issue

Assign to Issue

6. Klik Assign..

Section

Articles

Cover Image

Drop files here

Upload File

Pages

Select an issue to schedule for publication

Issue

Vol. 2 No. 4 (2021): Maret

7. Pilih terbitan yang sesuai

8. Klik Save

Save

Publish

Drop files here

All publication requirements have been met. This will be published when Vol. 2 No. 4 (2021): Maret is published. Are you sure you want to schedule this for publication?

⚠ A DOI has not been assigned to this publication.

9. Klik Schedule..

Schedule For Publication

S3 : Memasukkan Nomor Halaman

The screenshot shows a web form for adding an issue. The form is enclosed in a red border. On the left, there is a vertical sidebar with the word "Issue" circled in red. The main form area contains several sections:

- Upload File**: A button at the top right of the form.
- Pages**: A text input field containing "1-7", which is circled in red. Below it is the instruction: **10. Masukkan no halaman**.
- URL Path**: A text input field with the instruction: "An optional path to use in the URL instead of the ID."
- Date Published**: A text input field which is empty and circled in red. Below it is the instruction: **11. Biarkan kosong jika future issue**.
- Save**: A button at the bottom right of the form, circled in red. Below it is the instruction: **12. Klik Save**.

S4 : Preview Issue

The screenshot shows a management interface with a top navigation bar containing 'Workflow' and 'Publication' (the latter is circled in red). Below the bar, the status is 'Scheduled'. On the right, there are two buttons: 'Preview' (circled in red) and 'Unschedule'. A blue arrow points from the 'Preview' button to a larger preview window on the right.

The preview window displays the following information:

- Home / Archives / Vol. 2 No. 4 (2021): Maret / Articles
- This is a preview and has not been published. [View submission](#)
- Paper Ini Dibuat Hanya Sebagai Contoh Saja**
- Maman AT**
Muhammad Yunus
Politeknik Negeri Jember
- Keywords:** example, freedom, naturall
- Abstract**
Jika abstrak menggunakan 2 bahasa (Indonesia dan Inggris), maka copas abstract english disini.
- PDF icon

On the right side of the preview window, there is a cover image for 'JIFIM Jurnal Teknologi Informasi dan Multimedia'.

Note :

- Sampai disini Section Editor selesai membantu Editor untuk penjadwalan naskah
- Selanjutnya tugas editor untuk review akhir dan publish issue

2.3

Journal Editor

S1 : Publish Issue

Journal Training Gallery Ilmu

Tasks 0

English View Site ridwan

OJS
OPEN JOURNAL SYSTEMS

Submissions

Issues

Settings

Users & Roles

Tools

Statistics

Issues

Future Issues Back Issues

Help

Future Issues Create Issue

Issue	Items
Vol. 2 No. 4 (2021): Maret	1

Edit Preview Publish Issue Delete

1. Klik Publish Issue

Note :

- Pastikan jumlah artikel minimal 5 setiap terbitan
- Pastikan metadata di OJS sesuai dengan naskah dan pengaturan konsisten
- Pastikan file PDF sudah diupload

S2 : Konfirmasi Kirim Email & Assign DOI

Publish Issue ✕

Send notification email to all registered users

Are you sure you want to publish the new issue? **2. Pastikan ceklis semua**

DOI

Assign the DOI 10.47139/train.v2i4 to this issue

3. Klik OK



Future Issues **Back Issues**

Otomatis issue akan masuk Back Issue jika sudah publish

Issue	Published	Items
Vol. 2 No. 4 (2021): Maret	2021-03-04	1

Current Issue

Vol. 2 No. 4 (2021): Maret

Published: 2021-03-04



Tampilan Current Issue

Articles

Paper Ini Dibuat Hanya Sebagai Contoh Saja

Maman AT, Muhammad Yunus

[View All Issues >](#)

Selamat Mencoba, Semoga Sukses 😊😊



RELAWAN
JURNAL INDONESIA

“Berbagi, Giatkan Publikasi”



Relawan Jurnal Indonesia



Jur_Indonesia



Relawan_Jurnal_Indonesia