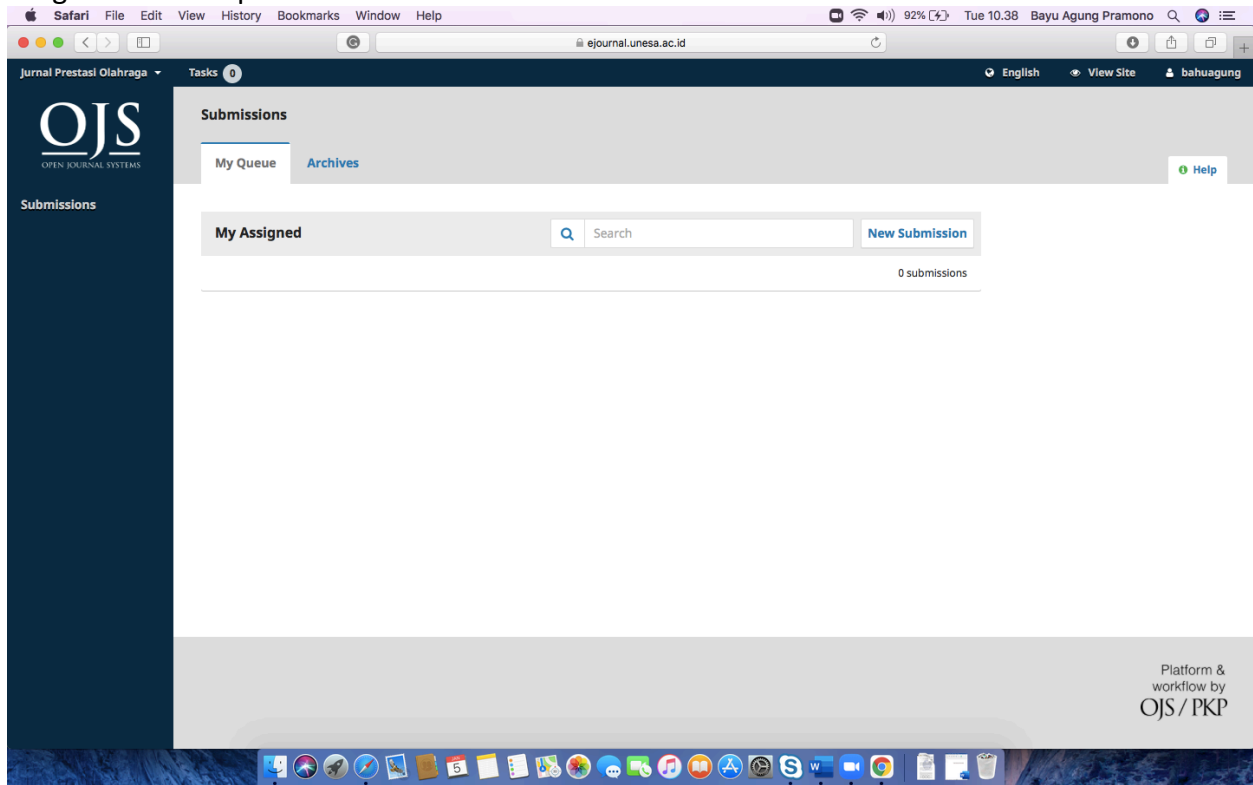
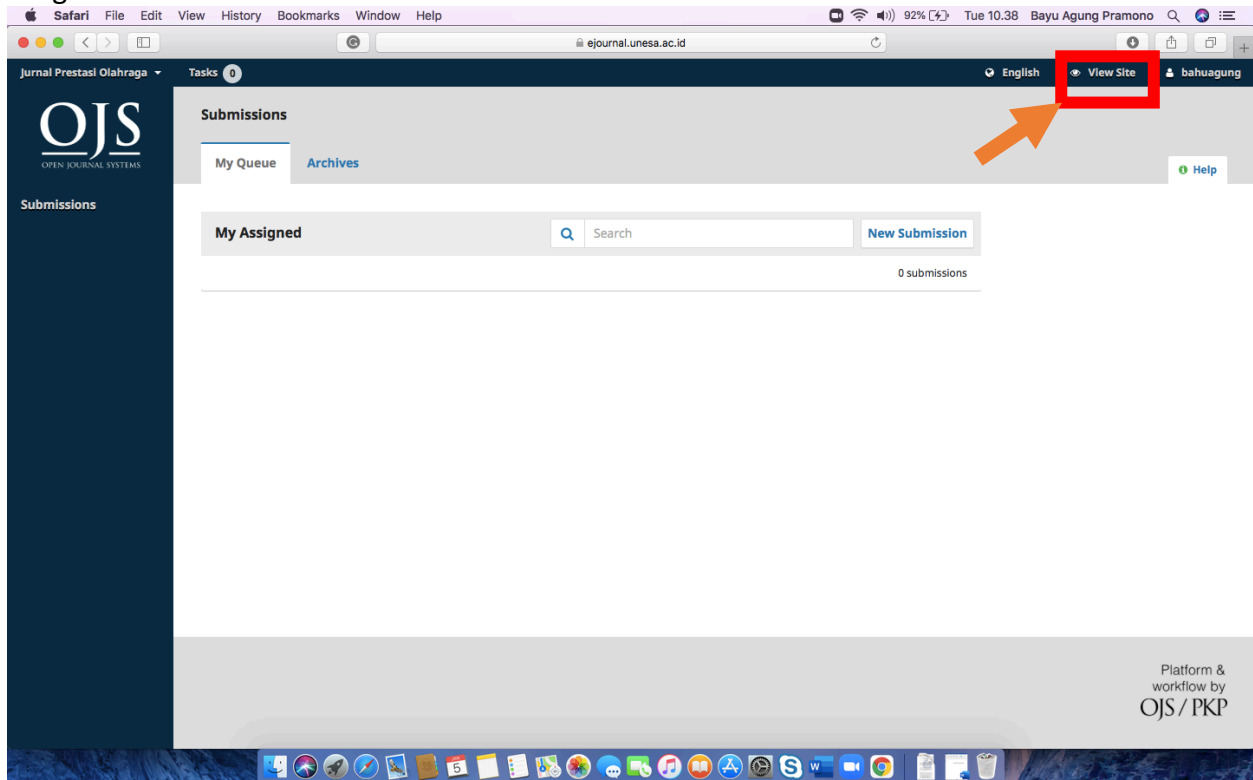


# Prosedur Uploud Jurnal Prestasi Olahraga

## Langkah 1 masuk pada akun author



## Langkah ke 2 klik view site



## Lanjutan KLIK “JOURNAL TEMPLATE”

The screenshot shows the website 'Jurnal Prestasi Olahraga' with a navigation menu including 'About', 'Search', 'Current', and 'Archives'. A large orange banner displays 'E-Jurnal PRESTASI OLAHRAGA'. On the right sidebar, a 'Journal Template' link is highlighted with a red box and an orange arrow. Below it is a 'Visitor Counter' section showing a table of visitors from various countries.

Country	Visitors
Indonesia	1,131
USA	59
UK	13
China	3
India	2
Other	2
Other	2
Other	1
Other	1

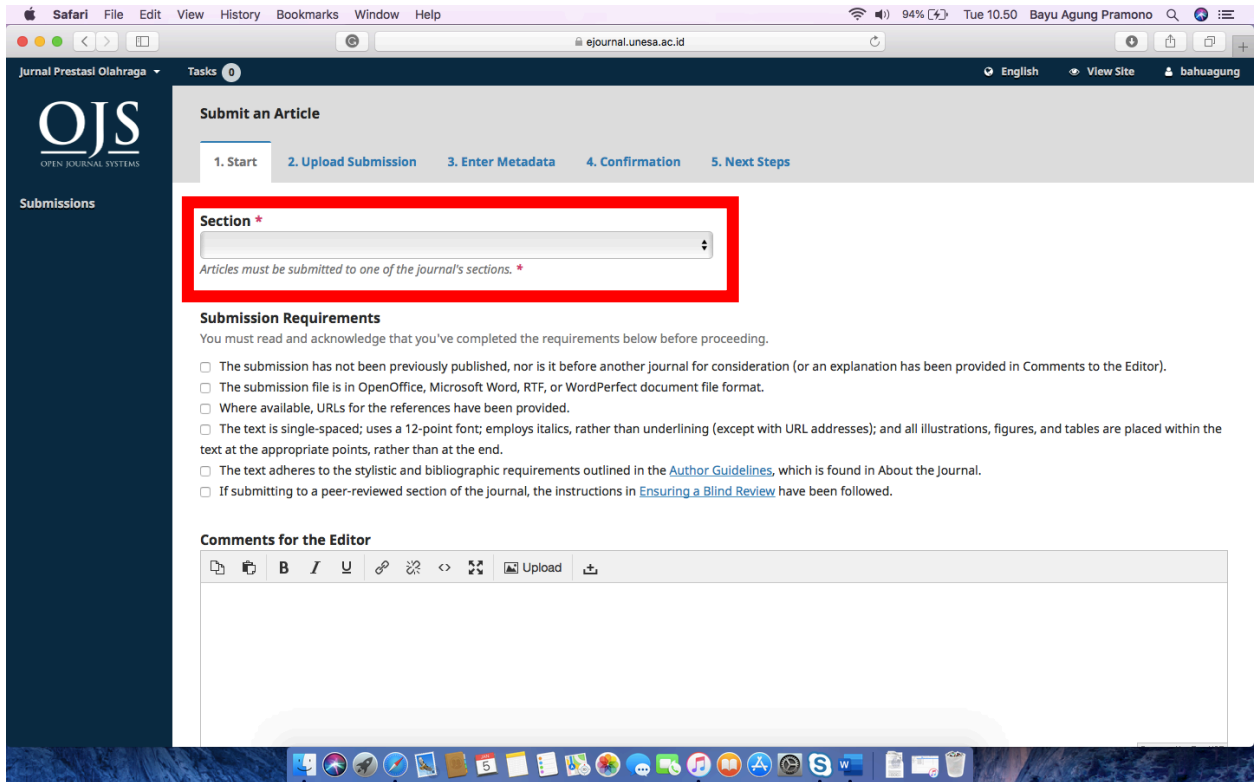
JOURNAL TEMPLATE adalah format bagi author dalam Menyusun format artikel sesuai dengan template jurnal prestasi olahraga. Kesesuaian template artikel merupakan persyaratan yang wajib dipatuhi oleh author apabila ingin artikel yang di upload bisa **dipublish** pada jurnal prestasi olahraga

### Langkah ke 3. Masuk kembali pada akun jurnal

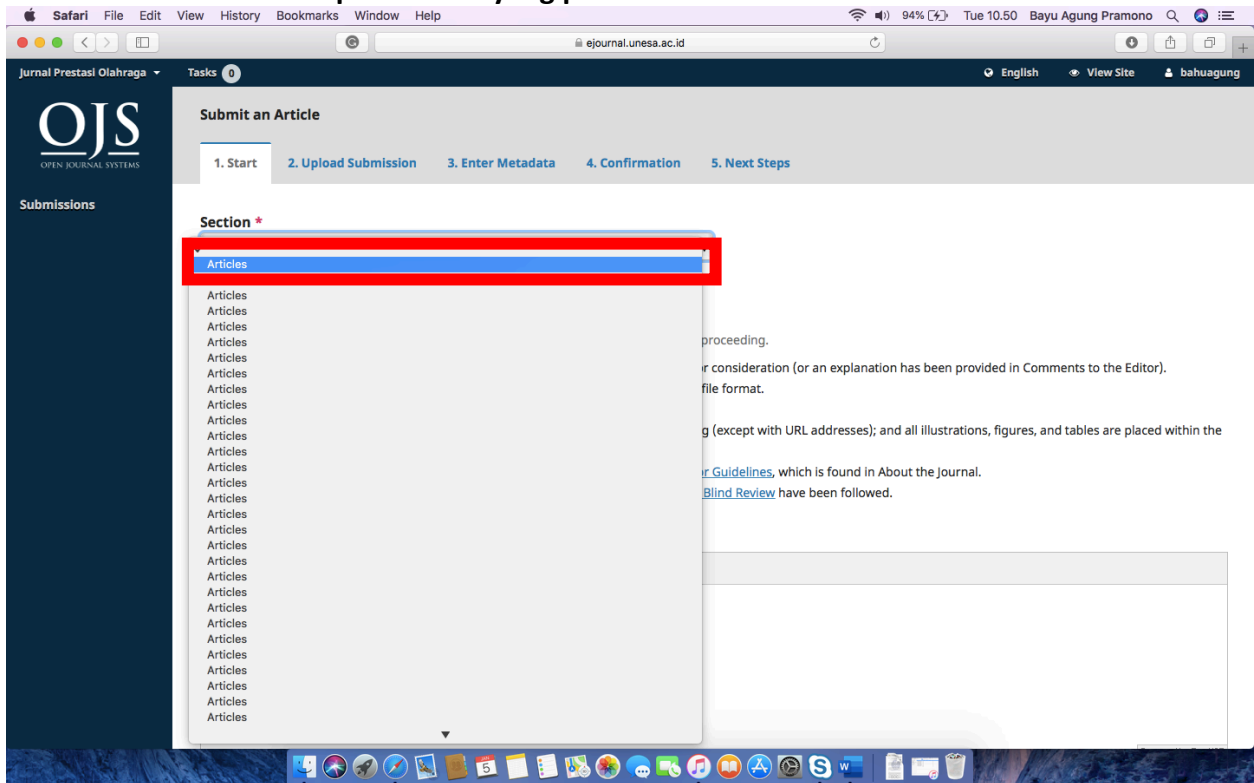
Klik name author pada pojok kanan atas + Dashboard. Maka anda akan kembali masuk menu submission seperti pada gambar langkah pertama

### Langkah upload artikel

Klik New submissions + isi semua pertanyaan yang ada



Klik menu "Section" dan pilih article yang pertama



Selanjutnya klik semua pilihan yang ada pada “Submission requirements” dimana artikel anda sudah memenuhi segala kebutuhan dalam upload artikel pada jurnal prestasi olahraga

Jurnal Prestasi Olahraga - Tasks 0 English View Site bahaugung

## Submit an Article

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

Section \*

Articles must be submitted to one of the journal's sections. \*

### 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, 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.

### Comments for the Editor

isi bila perlu

Setelah semua terpenuhi silakan klik “save and Continue”

Jurnal Prestasi Olahraga - Tasks 0 English View Site bahaugung

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.

### Comments for the Editor

isi bila perlu

Powered by Tinymce

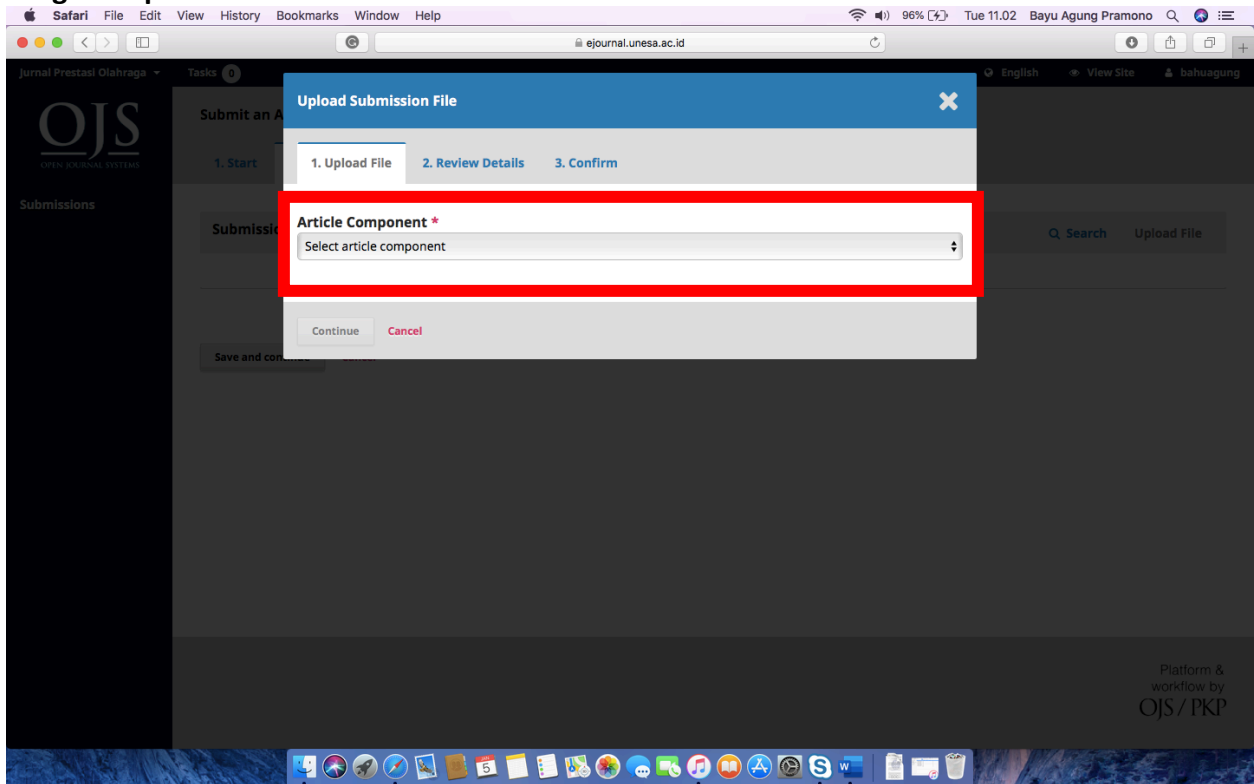
### Privacy Statement

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

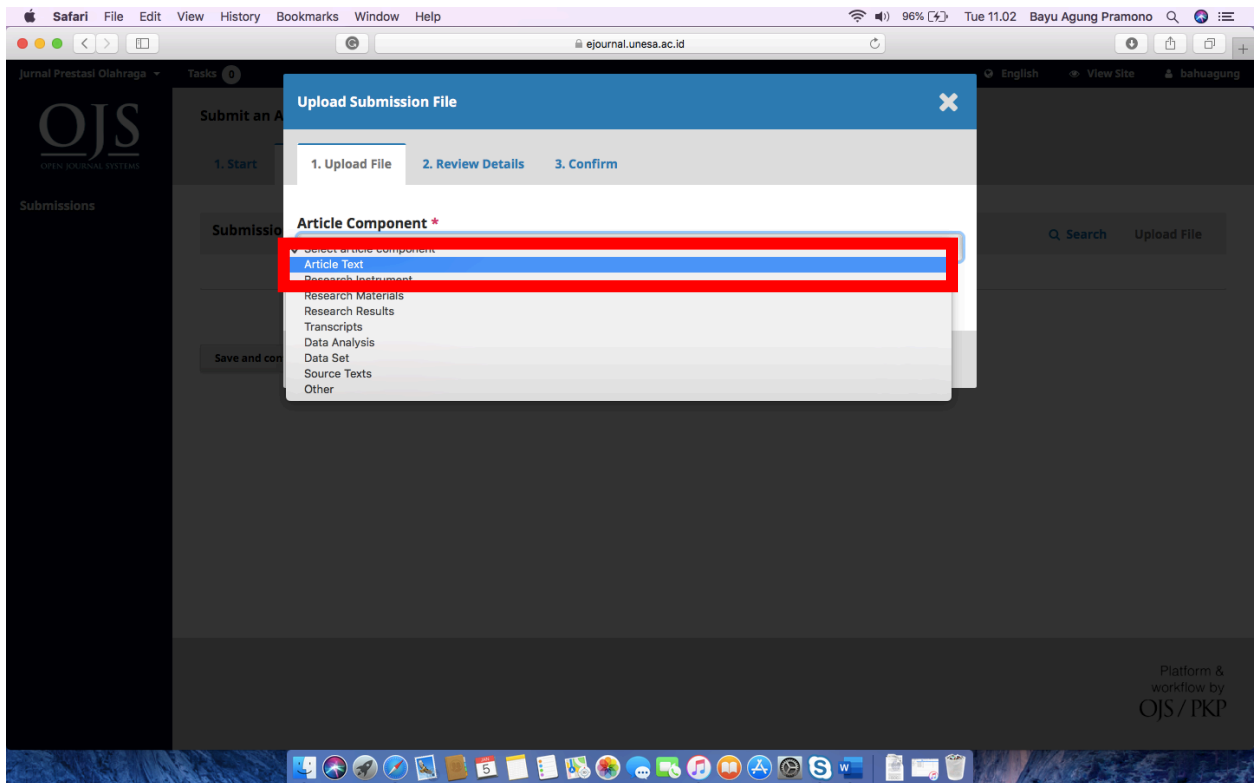
**Save and continue** Cancel

\* Denotes required field

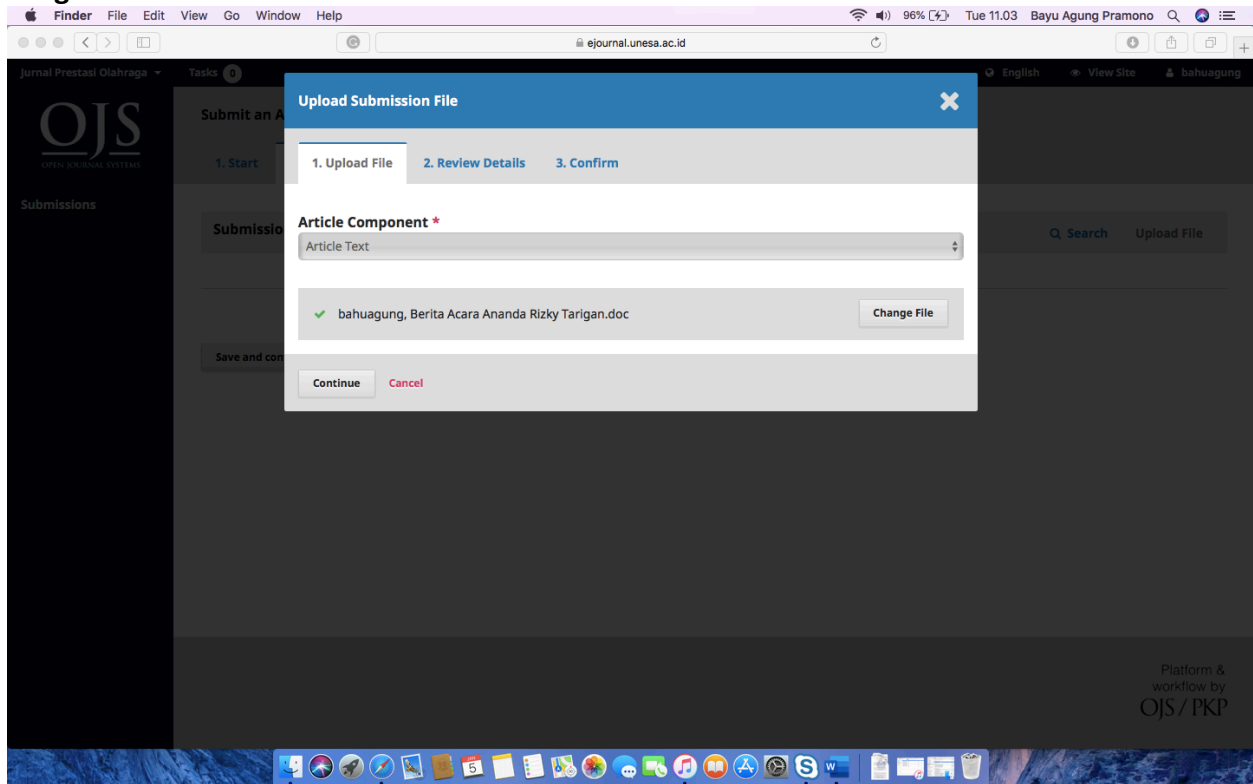
# Langkah Upload Jurnal



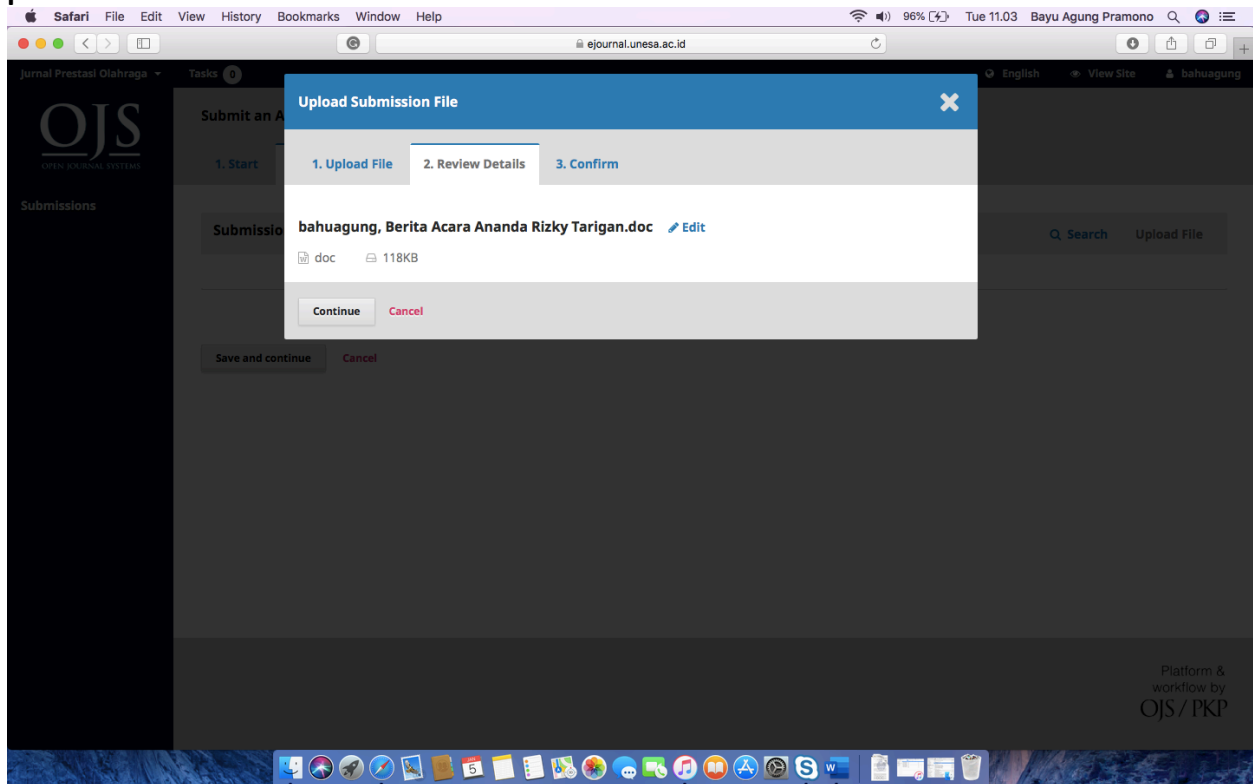
## Pilih "Article Text"



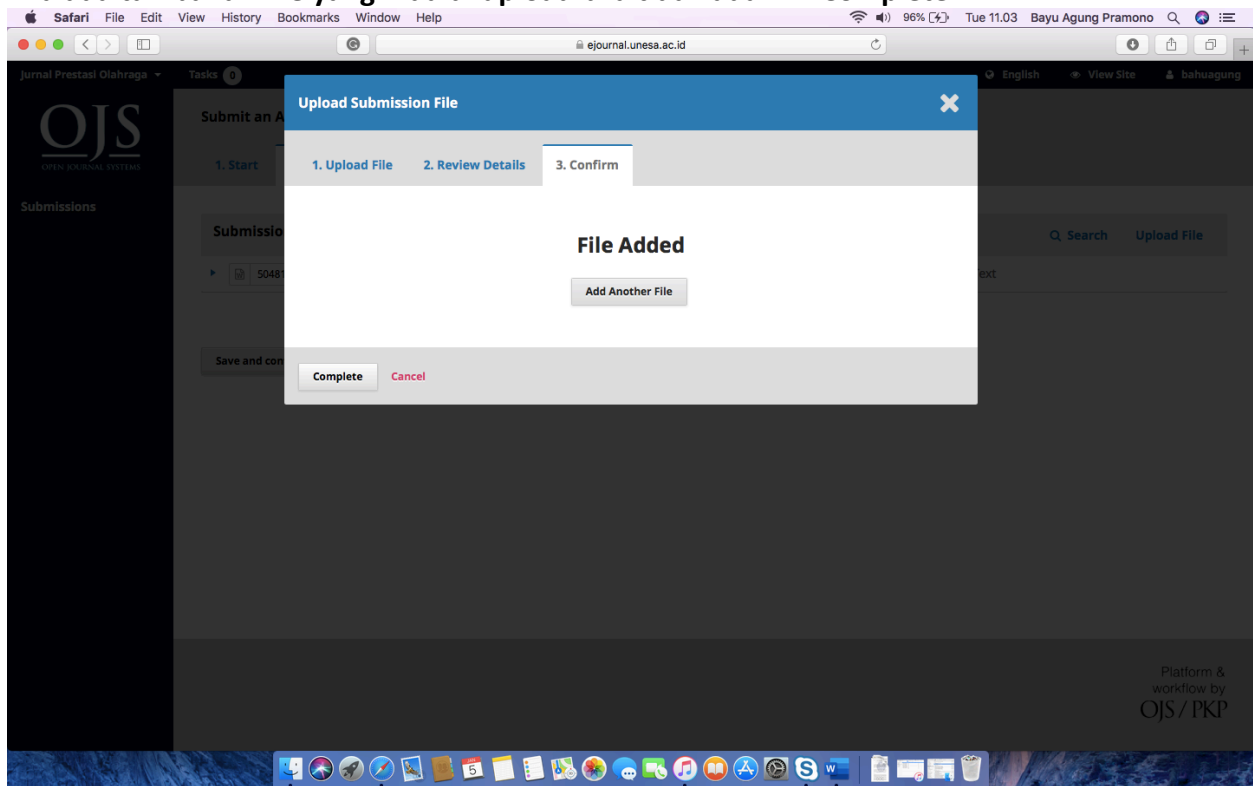
## Drag artikel anda + klik continue



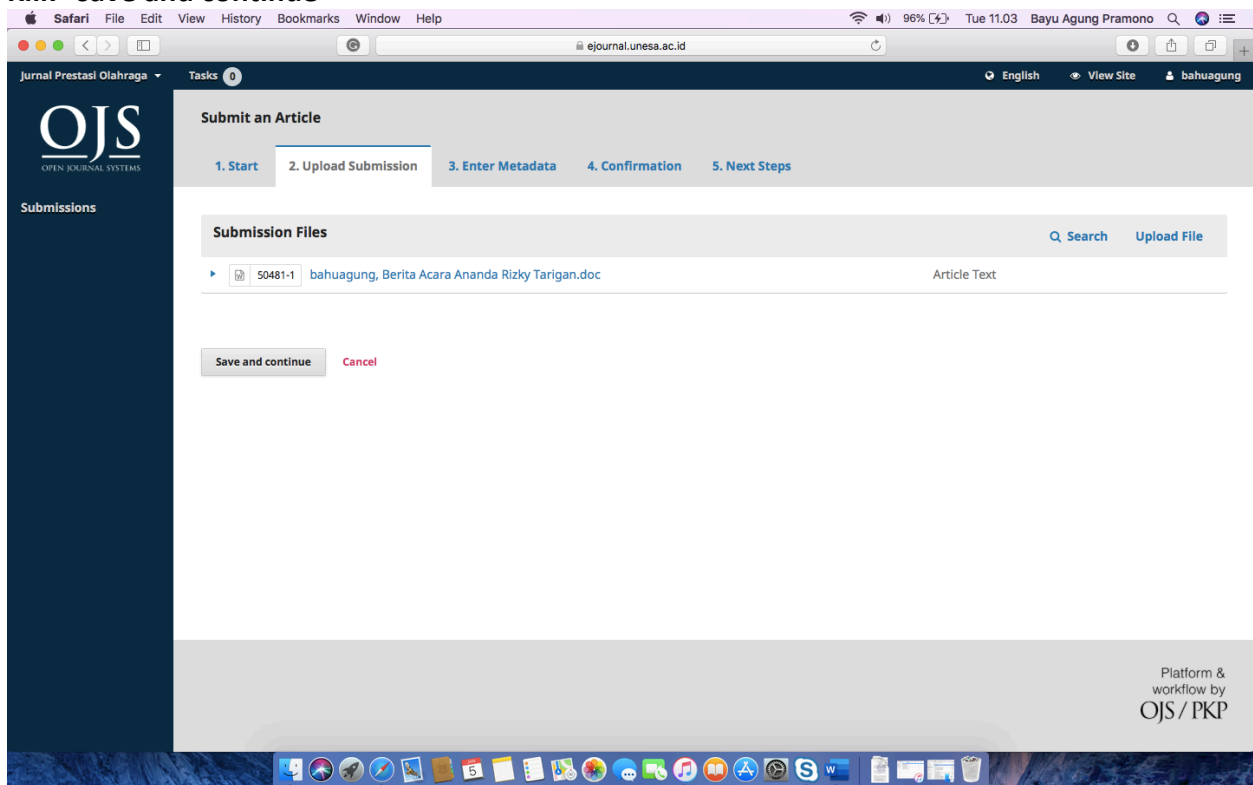
“review Details” pada menu ini anda bisa edit judul dan artikel anda bila tidak perlu ada perubahan maka silakan klik Continue



## Bila ada tambahan file yang mau di upload bila tidak ada klik Complete



## Klik "save and continue"



## Langkah pada menu “Meta Data”

Pada menu ini anda akan mengisi data “judul artikel pada kolom “title” dan “abstrak dalam Bahasa Indonesia plus kata kuncinya” selanjutnya anda bisa menambahkan anggota dengan klik “ADD CONTRIBUTOR”

**Submit an Article**

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

**Prefix**

**Title \***  
contoh upload jurnal prestasi olahraga

**Subtitle**

The optional subtitle will appear after a colon (:), following the main title.

**Abstract \***

isilah dengan isi abstrak jurnal bahasa indonesia saja plus kata kunci

**List of Contributors**

[Add Contributor](#)

## Pengisian menu “Add Contributor”

**Add Contributor**

**Name**

Bayu Agung Pramono  
First Name \* Middle Name Last Name \*

**Contact**

bayupramono@unesa.ac.id  
Email \*

**Country**

Indonesia  
Country \*

**User Details**

Suffix

URL ORCID ID

**Affiliation**

Universitas Negeri Surabaya



## LANJUTAN + save

URL

Affiliation

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

**Contributor's role \***

- Author
- Translator

Principal contact for editorial correspondence.

Include this contributor in browse lists?

\* Denotes required field

## Bila sudah terisi semua silakan klik Save and Continue

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

**Prefix**

**Title \***

Examples: A, The

**Subtitle**

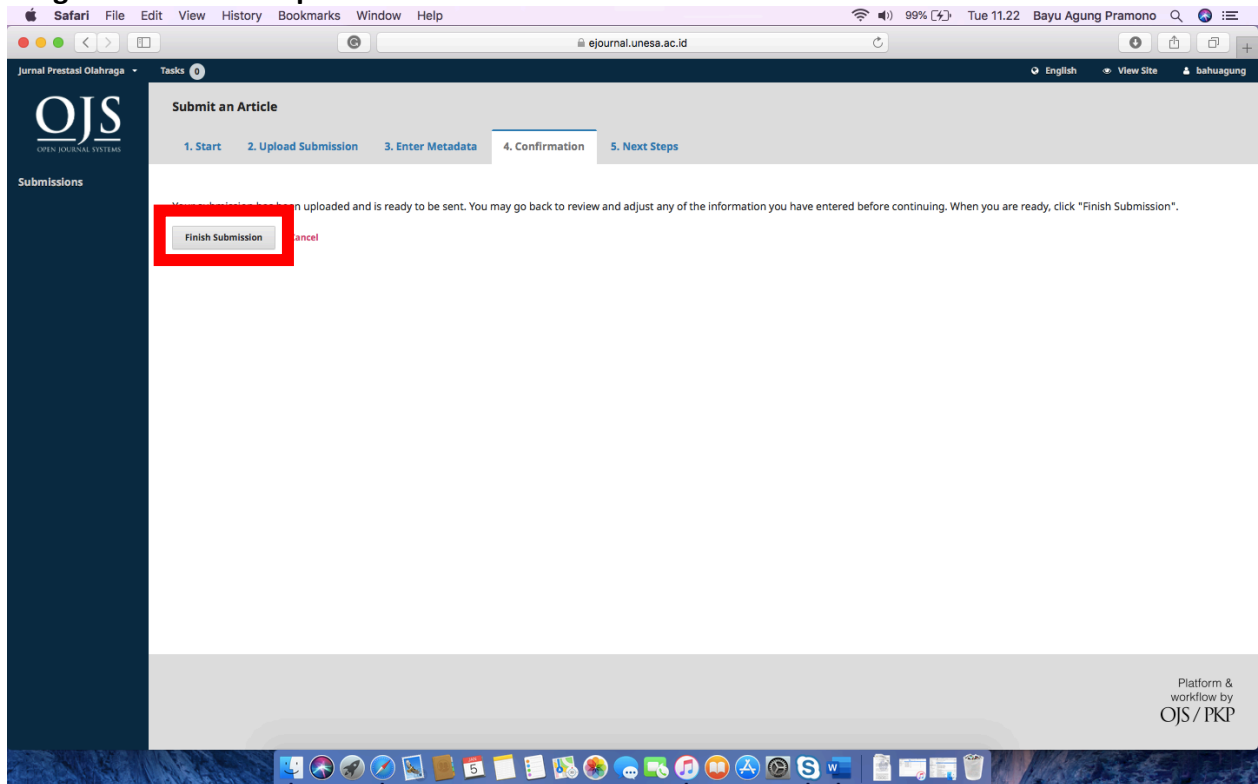
The optional subtitle will appear after a colon (:), following the main title.

**Abstract \***

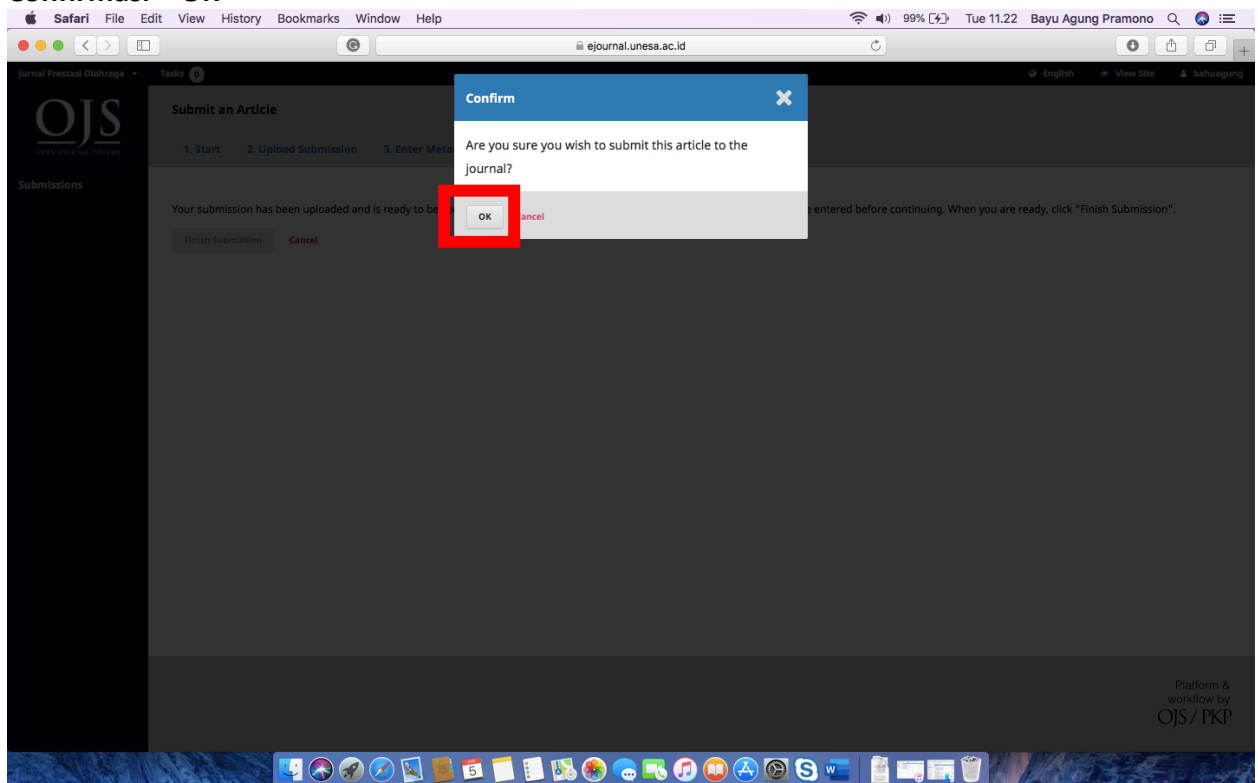
**List of Contributors**

Name	E-mail	Role	Primary Contact	In Browse Lists
▶ bayu Agung Pramono	jimalaen65@gmail.com	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
▶ Bayu Agung Pramono	bayupramono@unesa.ac.id	Author	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Langkah Konfirmasi Uploud Jurnal + klik Finish Submission



## Confirmasi + OK



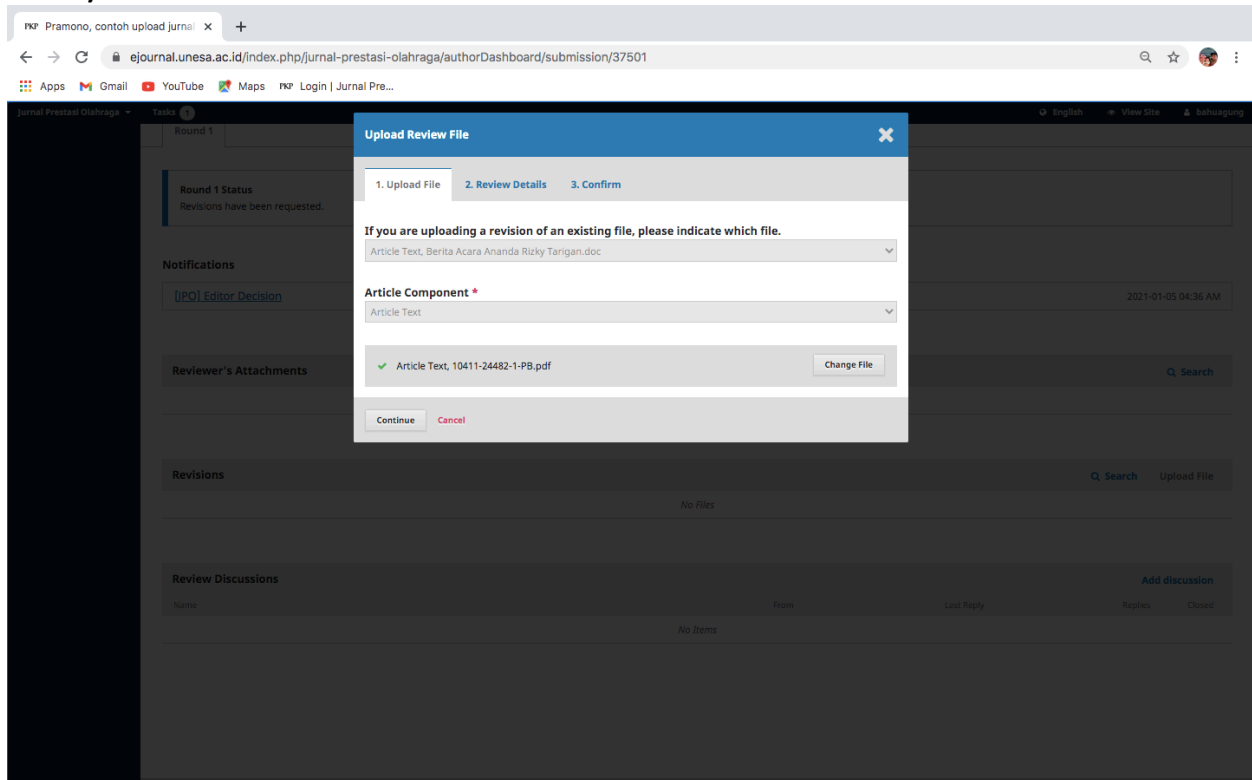
## Tampilan jurnal sudah masuk pada editor jurnal prestasi olahraga

The screenshot shows the OJS (Open Journal Systems) interface. The user is logged in as Bayu Agung Pramono. The page displays the 'Submissions' section with a 'My Assigned' tab selected. A search bar and a 'New Submission' button are visible. Below, a submission entry is shown with the ID 37501 and the author 'bayu Agung Pramono, Bayu Agung Pramono'. The submission status is 'Submission' and it has 1 comment. The page footer indicates the platform and workflow are by OJS / PKP.

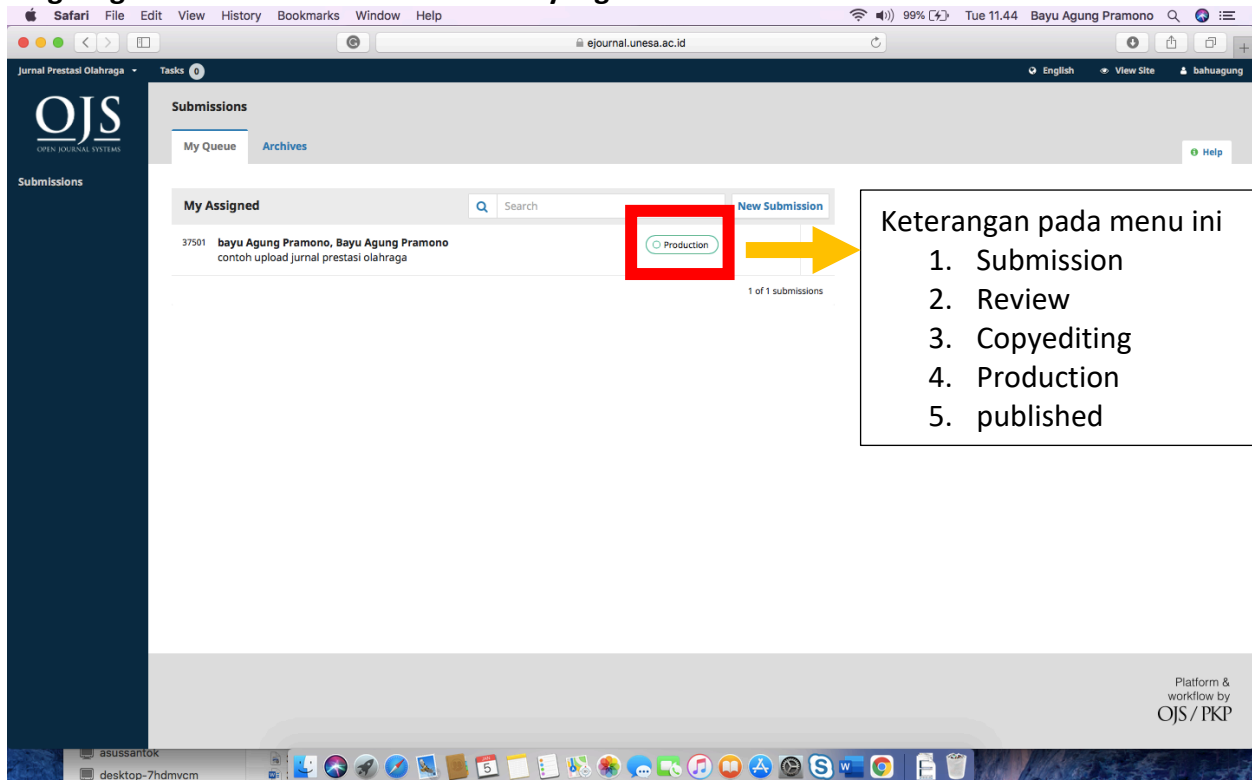
Hasil Review Klik Notifications untuk melihat masukan dari reviewer selanjutnya silakan upload kembali file hasil revisi ke menu REVISIONS

The screenshot shows the 'Author Dashboard' for submission 37501. The page is divided into several sections: 'Round 1', 'Round 1 Status' (indicating revisions have been requested), 'Notifications' (with a link to '[PO] Editor Decision' highlighted in red), 'Reviewer's Attachments' (showing no files), 'Revisions' (with an 'Upload File' button highlighted in yellow), and 'Review Discussions' (showing no items).

Pada upload file, artikel yang di upload lebih baik di rubah judul file misal “revisi 1 + judul Jurnal)



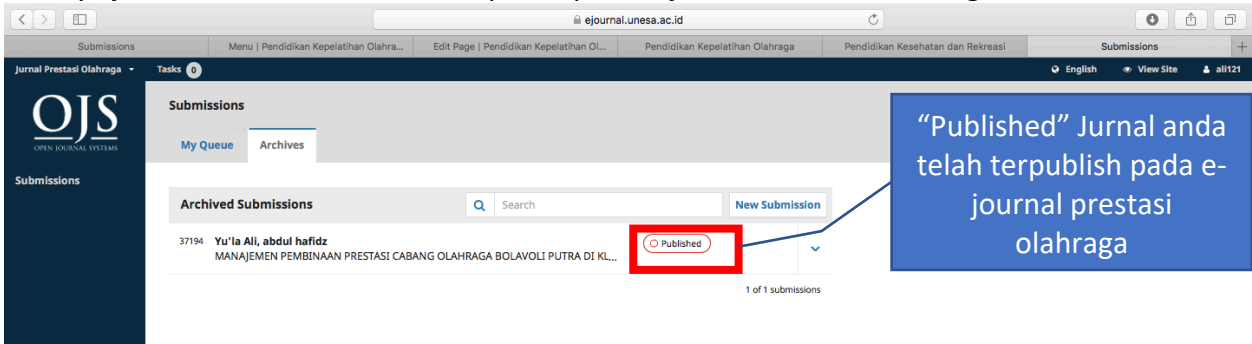
Proses dalam publikasi artikel pada Jurnal Prestasi olahraga akan selalu diinformasikan langsung melalui akun author dan email yang sudah terdaftar



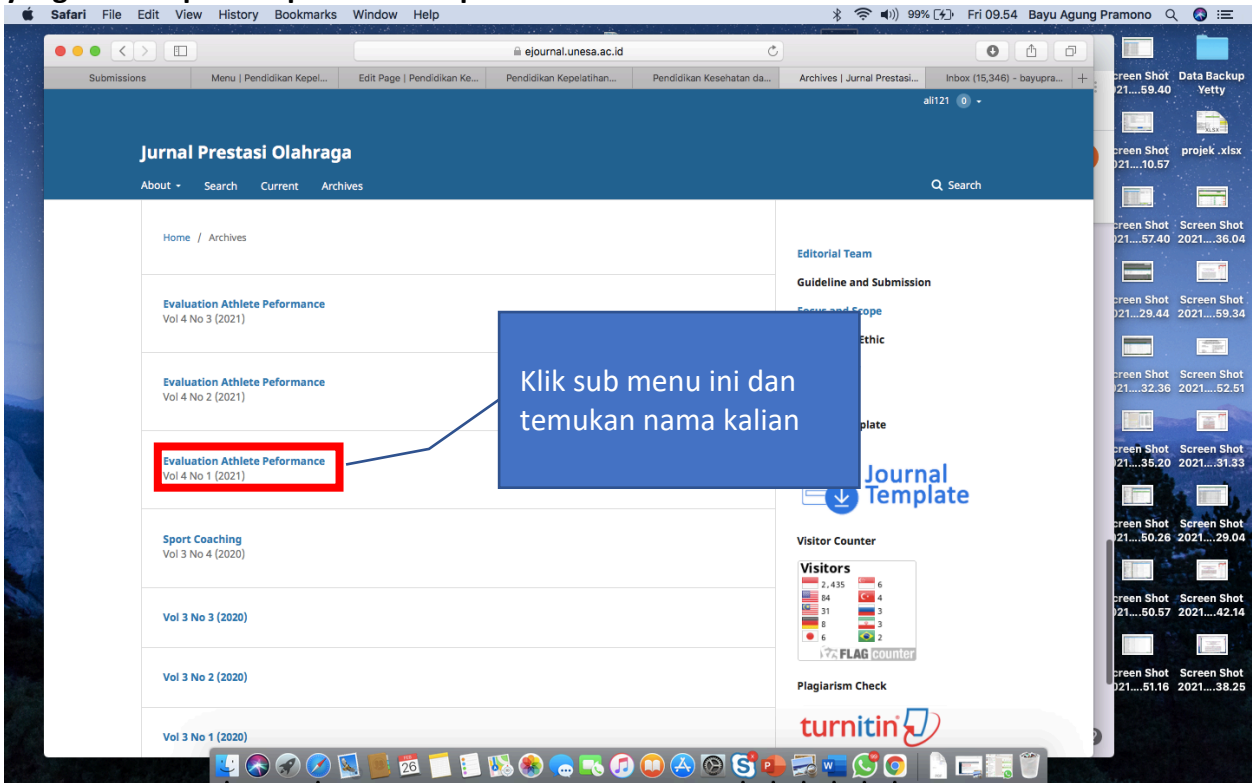
## Jurnal Terpublish

Bagaimana mengetahui jurnal terpublish atau tidak.

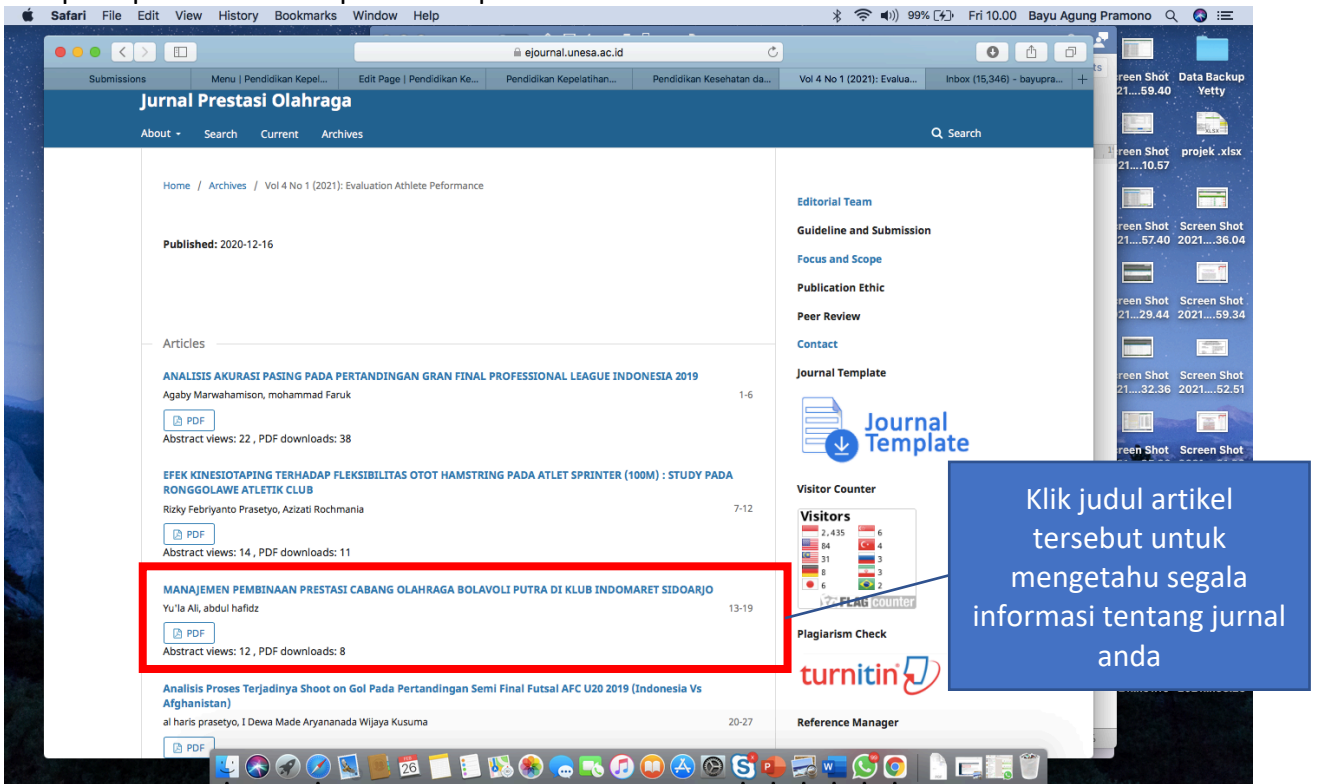
1. Informasi jurnal anda sudah terpublish terkirim pada alamat email yang anda gunakan pada saat upload jurnal. Ketika anda sudah mengetahui itu maka cek pada akun jurnal prestasi olahraga anda.
2. Apabila dalam akun anda terdapat notifikasi (Published) seperti pada gambar di bawah itu artinya jurnal anda telah berhasil terpublis pada e-journal Prestasi Olahraga.



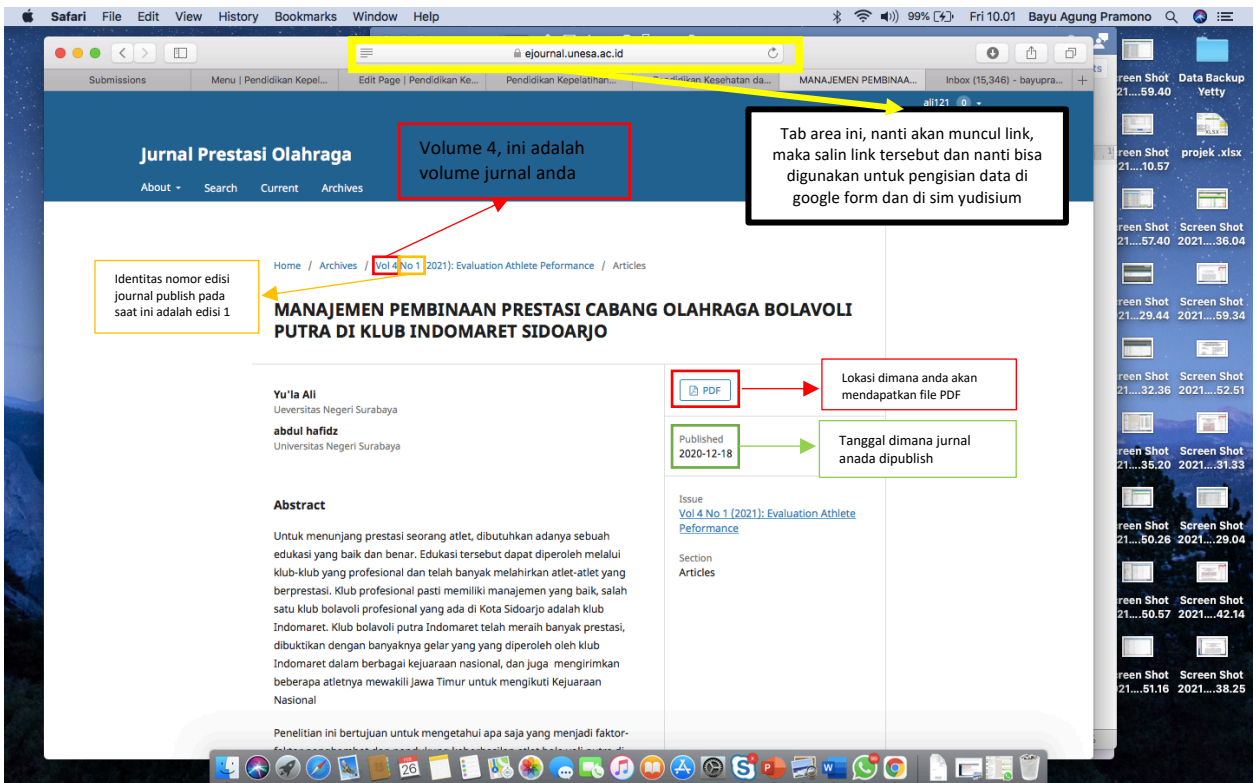
3. Cek jurnal anda pada web e-journal prestasi olahraga (<https://ejournal.unesa.ac.id/index.php/jurnal-prestasi-olahraga/issue/archive>) klik menu "archive". Lihat pada sub menu di masing-masing edisi jurnal temukan nama kalian. Jurnal yang baru terpublish pasti berada pada sub menu atau edisi terbaru.



#### 4. Tampilan pada sub menu pada edisi publish



#### Identitas Jurnal



Langkah Selanjutnya setelah anda mengetahui artikel sudah terpublish

1. Download file jurnal yang sudah di publish
2. Buka web PKO ([pko.fio.unesa.ac.id](http://pko.fio.unesa.ac.id)) dan masuk pada menu jurnal
3. Klik menu jurnal → klik LoA jurnal prestasi olahraga
4. Ketika sudah klik anda akan diarahkan pada pengisian google form
5. Isilah semua isian data artikel anda pada google form untuk mendapatkan LoA.

Tampilan google form

The screenshot shows a Google Form titled "Tanda Terima e-Journal Prestasi Olahraga". The form has a "Form description" field followed by four "Short answer text" fields labeled "Nama", "NIM", "Alamat", and "No. Hp". The form is displayed in a browser window with the URL [docs.google.com/forms/d/1yXIm3Yx-6qqWnzo0D-4btOp2t\\_dUkmDgom5hAxEMaAs/edit](https://docs.google.com/forms/d/1yXIm3Yx-6qqWnzo0D-4btOp2t_dUkmDgom5hAxEMaAs/edit). The browser tabs show "rekap Form - Google Drive", "Form eJournal - Google Slides", and three instances of "Tanda Terima e-Journal Prestasi Olahraga".

6. Anda wajib mengisi data pribadi anda secara benar, nama, no. tlp., alamat rumah, email dll karena LoA akan dikirimkan pada alamat tersebut khususnya pada pada alamat email.

**KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN  
UNIVERSITAS NEGERI SURABAYA  
FAKULTAS ILMU OLAHRAGA  
JURUSAN PENDIDIKAN KEPELATIHAN OLAHRAGA**  
Kampus Lidah, Jalan Kampus Lidah Unesa, Surabaya 60213  
Laman: <http://pko.fio.unesa.ac.id>, email : [upmpko@unesa.ac.id](mailto:upmpko@unesa.ac.id)

**SURAT KETERANGAN UPLOAD E-JOURNAL**

Yang bertanda tangan di bawah ini :

Nama : I Dewa Made Aryananda Wijaya Kusuma,  
S.Pd, M.Or  
NIM : 1234567890

Alamat : Kampus merdeka belajar Kampus merdeka belajar Kampus merdeka belajar Kampus merdeka belajar Kampus merdeka belajar Kampus merdeka belajar

No. Hp : 081234115693

Semester : Semester 8

Nama Jurnal : Jurnal Prestasi Olahraga

Volume : Volume 2

Nomor : 2

Halaman : 88-89

Tanggal Publish : 2/25/2021

Url :

Contoh LoA yang akan anda terima

7. Selanjutnya download LoA yang terkirim pada email anda (10 menit) kemudian gabung dengan file PDF jurnal yang anda download dan upload pada Simyudisium anda.
8. Isi juga di bagian sim yudisium anda dengan link artikel jurnal anda.
9. Proses selesai anda menunggu proses validasi artikel anda.