



ePaper Guidebook

[FOR AUTHORS]



UGM Annual Scientific Conferences

BADAN PENERBIT DAN PUBLIKASI UNIVERSITAS GADJAH MADA

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ACCOUNT REGISTRATION

This section will guide you through the registration of your ePaper Management account.

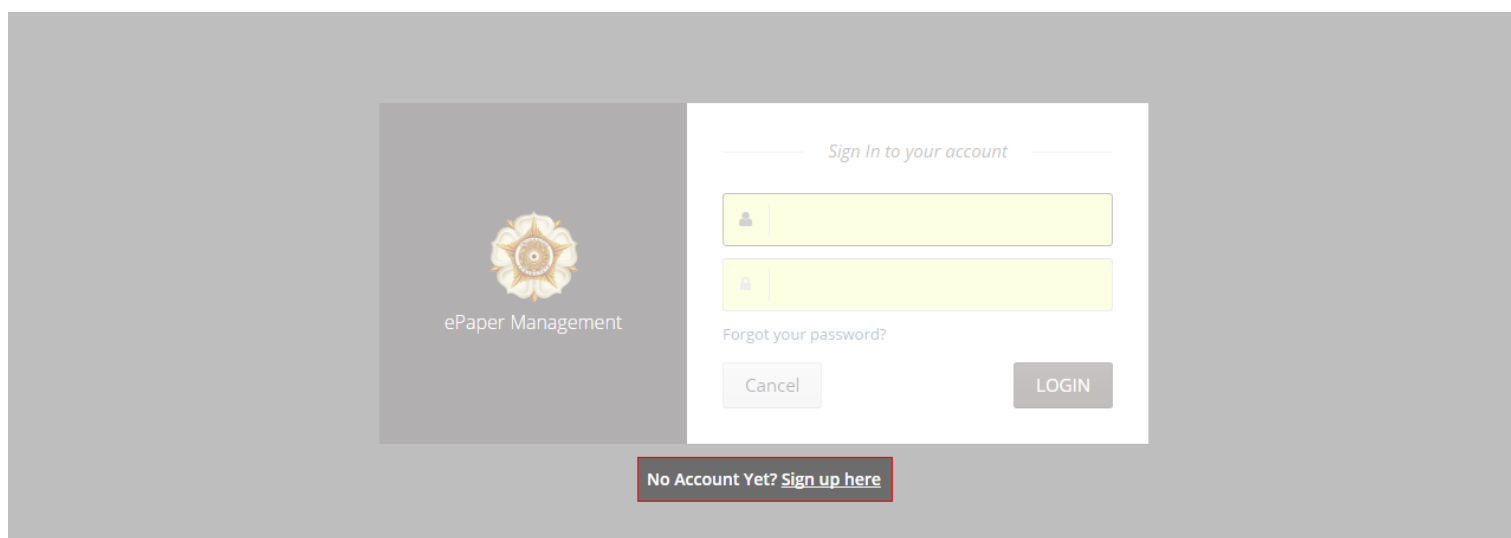
1. Go to the [ePaper Management](http://epaper.uasc.ugm.ac.id) site



Alternatively, you can simply click the [Register](#) button on the respective UASC website, which will redirect you to the ePaper Management site.



2. Below the login form, click [Sign up here](#).





3. Enter your details and click [Submit](#) to create your account.

Notes:

- Add your country's phone code (e.g. **+62** for Indonesia)
- Enter **only one** active email address
- You can change these details later (except for your email)

Create new ePaper account

Country	<input type="text" value="Indonesia"/>
Email	<input type="text" value="username@example.com"/>
Password	<input type="password" value="....."/>
Confirm Password	<input type="password" value="....."/>
Status	<input type="text" value="Student"/>
Salutation	<input type="text" value="Mr."/>
First Name	<input type="text" value="Lorem Ipsum"/>
Last Name	<input type="text" value="Amet"/>
Address	<input type="text" value="Pogung Dalangan, Mlati, Sleman, Yogyakarta - Indonesia"/>
Affiliation	<input type="text" value="Department of Abc, Faculty of Def, Universitas Gadjah Mada"/>
Mobile Phone	<input type="text" value="+62 85200000000"/>

☒ I Agree to the ePaper Terms of Service and Privacy Policy

[SUBMIT](#)

4. Your account has been created. Your user ID and password will be sent to your email.

ABSTRACT SUBMISSION


Once your ePaper Management account has been created, you will be able to use this account to submit your abstract. This section will guide you through your abstract submission.



The invoice will be generated to this account.
Please ensure that you use the correct account for submit your manuscript.

1. Sign in to your account.

The User Registration has been saved




ePaper Management

Sign In to your account

[Forgot your password?](#)

No Account Yet? [Sign up here](#)

2. Once you are logged in, click on your name in the top-right and select **My Paper Submission**.

 ePaper Management

User Home

Lorem Ipsum Amet ▾

User Home

[Conference Owner]

USER

Profile

My Conference

My Review


My Paper Submission

Invoice

Event's Materials

Logout

3. Click the [Submission](#) button.

 ePaper Management

User Home Lorem Ipsum Amet ▾

My Paper Submission

Submission

#	Conference	Title	Manuscript	Submit On	Category	Status	Payment
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Page 1 of 1, showing 0 records out of 0 total, starting on record 0, ending on 0

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Notes when selecting authorship

- Select **First Author** for first author.
- If the corresponding author is not a first author, select **Corresponding Author**.
- Select **Co-Author** for another author.

4. Fill in the forms and then click [Submit](#) to send your abstract.

Paper Submission

Conference

Type of presentation ☒ Oral ☐ Poster ☐ Participant (No Present Paper)

Symposia

Topic

Title

Abstract

Author

Name	Email	Authorship	+ Author
<input type="text" value="Dolor Sit Amet"/>	<input type="text" value="dolorsit@example.com"/>	<input type="text" value="First Author"/>	
Name	Email	Authorship	Remove
<input type="text" value="Lorem Ipsum Amet"/>	<input type="text" value="username@example.com"/>	<input type="text" value="Corresponding Author"/>	
Name	Email	Authorship	Remove
<input type="text" value="Consectetur Adipiscing Eli"/>	<input type="text" value="consectetur@example.com"/>	<input type="text" value="Co-Author"/>	

Paper/Abstract (Max. 10MB)

[SUBMIT](#)

5. Your abstract has successfully been submitted. You will now be able to view your abstract in the [My Paper Submission](#) and the [Active Paper](#) page.

Paper has been submitted, waiting for review!

My Paper Submission

[Submission](#)

	#	Conference	Title	Manuscript	Submit On	Category	Status	Payment
Act ▾	11-004	ICTA 2017	Your Manuscript's Title	11-1738-4.doc	18 May 2017	Oral	Manuscript submitted	

Page 1 of 1, showing 1 records out of 1 total, starting on record 1, ending on 1

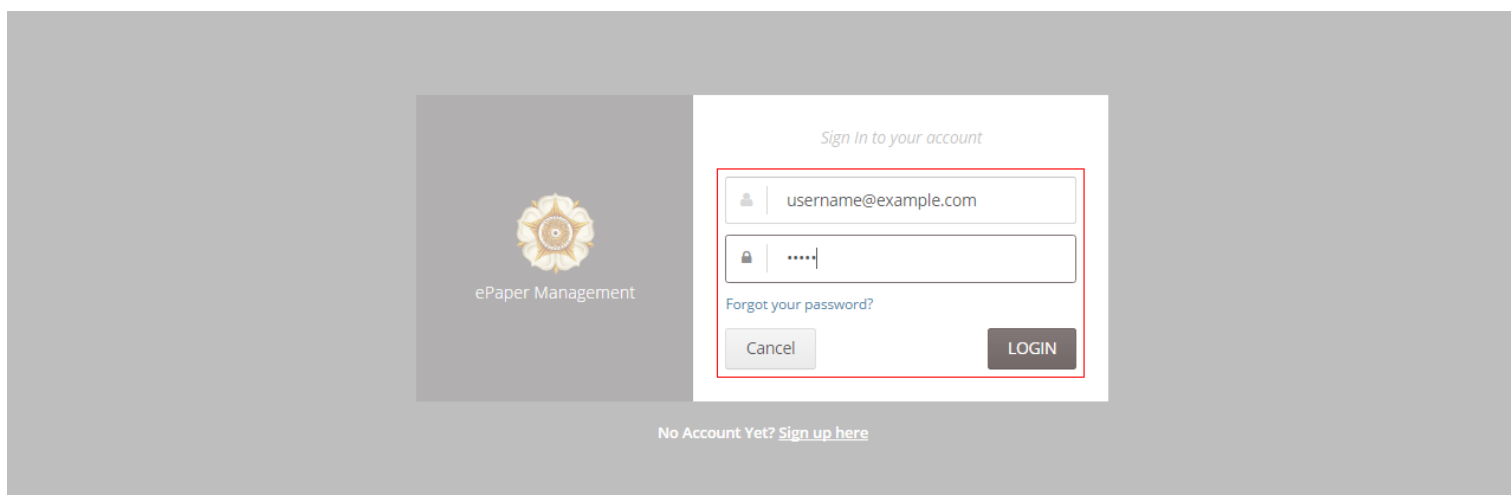
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If you require further assistance with submitting your abstract, please email the conference's contact person.

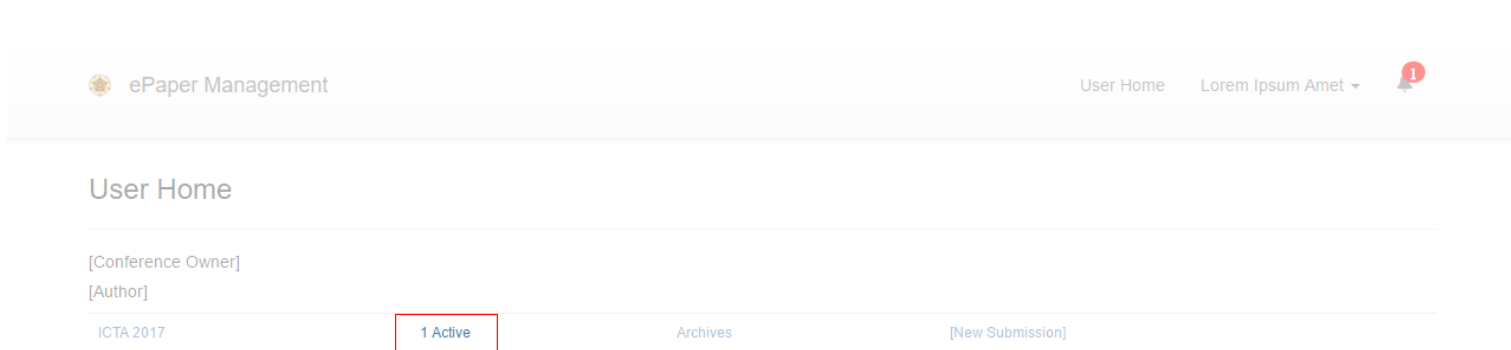
FULL PAPER SUBMISSION

If your abstract is accepted, you will be able to submit your full paper. Follow these steps to do so.

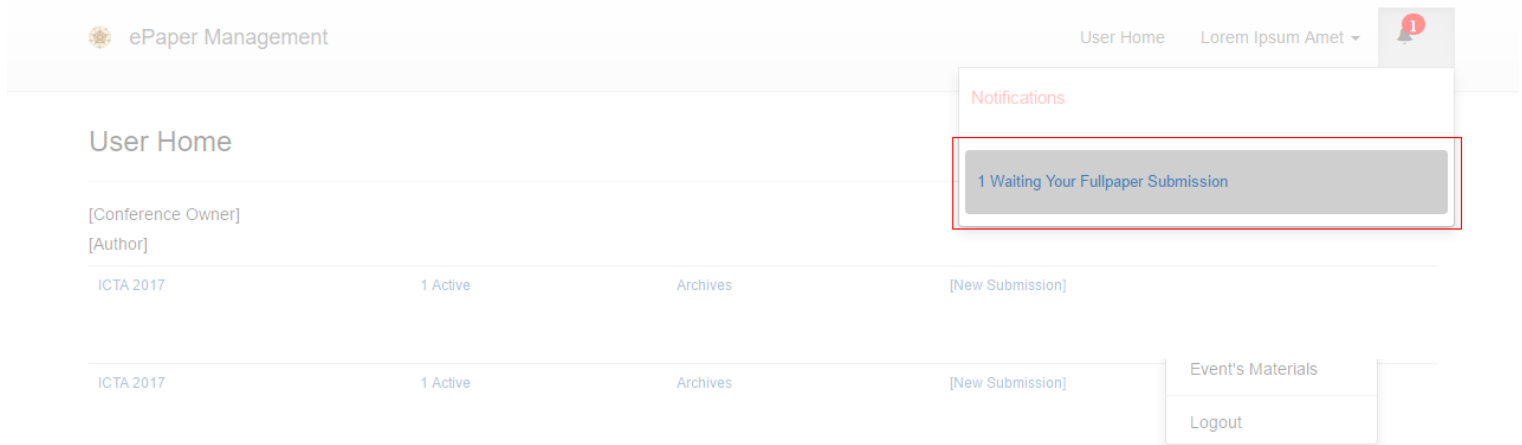
1. Sign in to your account.



2. In the [User Home](#) page, click your [Active](#) paper.



Alternatively, you can click the notification in the top-right of page.



ePaper Management

User Home Lorem Ipsum Amet ▾

Notifications

1 Waiting Your Fullpaper Submission

User Home

[Conference Owner]
[Author]

ICTA 2017	1 Active	Archives	[New Submission]
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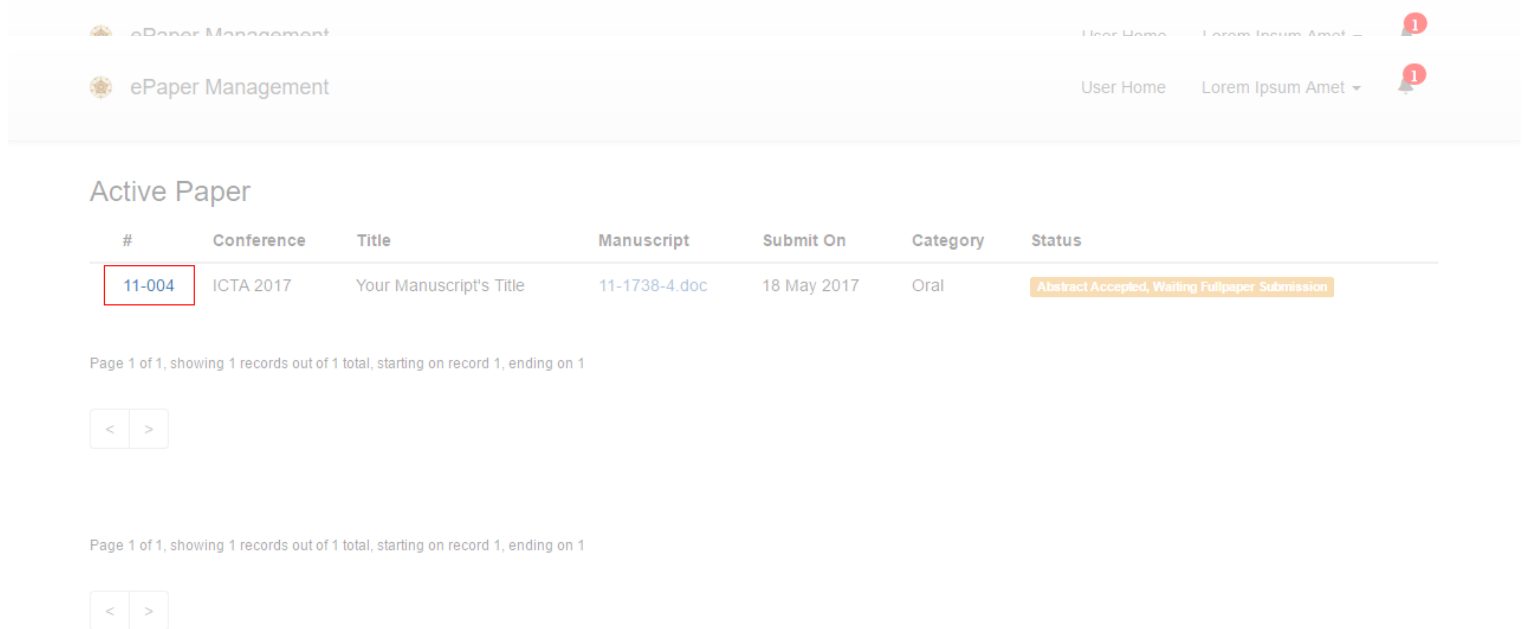
ICTA 2017 1 Active Archives [New Submission]

Event's Materials
Logout

You can also access your paper by clicking your name in the top-right of the page and then selecting [My Paper Submission](#).

3. Click your [paper's ID](#).

4. Your paper's summary will appear. Click the [Upload File](#) button.



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Active Paper

#	Conference	Title	Manuscript	Submit On	Category	Status
11-004	ICTA 2017	Your Manuscript's Title	11-1738-4.doc	18 May 2017	Oral	Abstract Accepted, Waiting Fullpaper Submission

Page 1 of 1, showing 1 records out of 1 total, starting on record 1, ending on 1

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Page 1 of 1, showing 1 records out of 1 total, starting on record 1, ending on 1

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5. A new window will appear, through which you can upload your full paper. Once you selected the **File Category** and attached your full paper, click

Notes:

- Select **Full Paper** for a new full paper
- If you submit a revised full paper, select **Revised Full Paper**
- If your paper has supplementary files, select **Supplementary File**

Uploading File

epaper.uasc.ugm.ac.id/Papers/uploadfile/

Upload File

File Category* Full Paper

File* Choose File Full paper-Lorem Ipsum Amet.doc

Comment

Submit

Submit.

A confirmation dialogue will appear. Click **OK** to confirm your submission.

Uploading File

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upload this file?

OK Cancel

Upload File

File Category*

File* Choose File Full paper-Lorem Ipsum Amet.doc

Comment

Submit

6. Your full paper has been submitted.

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#11-004 Summary

Submission

Submitted By: Lorem Ipsum Amet

Title: Your Manuscript's Title

File: 11-1738-4.doc

Date submitted: 18 May 2017

Symposia: Sustainable Tropical Agriculture

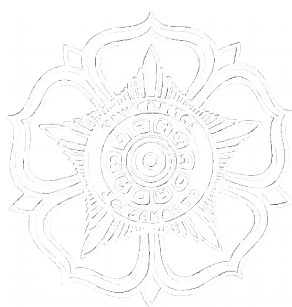
Topic: Food Safety and Food Security

Status: **Fullpaper Submitted**

Author(s)		
Author Name	Email	Authorship

File	File Category	Comment	Uploaded
	Full Paper		2017-05-18 04:06:25

If you require further assistance with submitting your full paper, please email the conference's contact person.



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