

Pertanyaan? Bantuan? Hubungi HATMA SURYOTRISONGKO

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# Prosedur Keanggotaan Aisindo Membership / IISP Database

- # Mendaftarkan akun baru s/d bisa **LOGIN**, lalu dilanjutkan mengisi form di menu **REGISTRATION** = slide 1 s/d 8
- # Setelah registrasi membership sudah **aktif**, klik menu **EDIT PROFILE** utk melengkapi data diri, expertise & CV = slide 9
  - # Klik menu **SUBMIT-PDU** untuk bisa naik ke LEVEL MEMBERSHIP aisindo berikutnya = slide 10
  - # Jika membership hampir **expired**, segera lakukan perpanjangan di menu **REGISTRATION/RENEWAL** = slide 14
- # Ubah Password = slide 11, # Lupa Password = slide 12-13

# 1. Isi form pendaftaran di menu **MEMBERSHIP REGISTRATION**

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**IISP** **INDONESIAN**  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE **MEMBERSHIP REGISTRATION** LOGIN

## Sign Up

FIRST, SIGN UP. SECOND, ACTIVATE YOUR ACCOUNT. FINALLY, LOGIN AND COMPLETE THE AISINDO MEMBERSHIP REGISTRATION

**Name \***

**Email \***

**Password \***

## Helpdesk / Support

For any inquiries, please contact us:


**WhatsApp/SMS/Mobile: +62 8123037371**

📍 AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

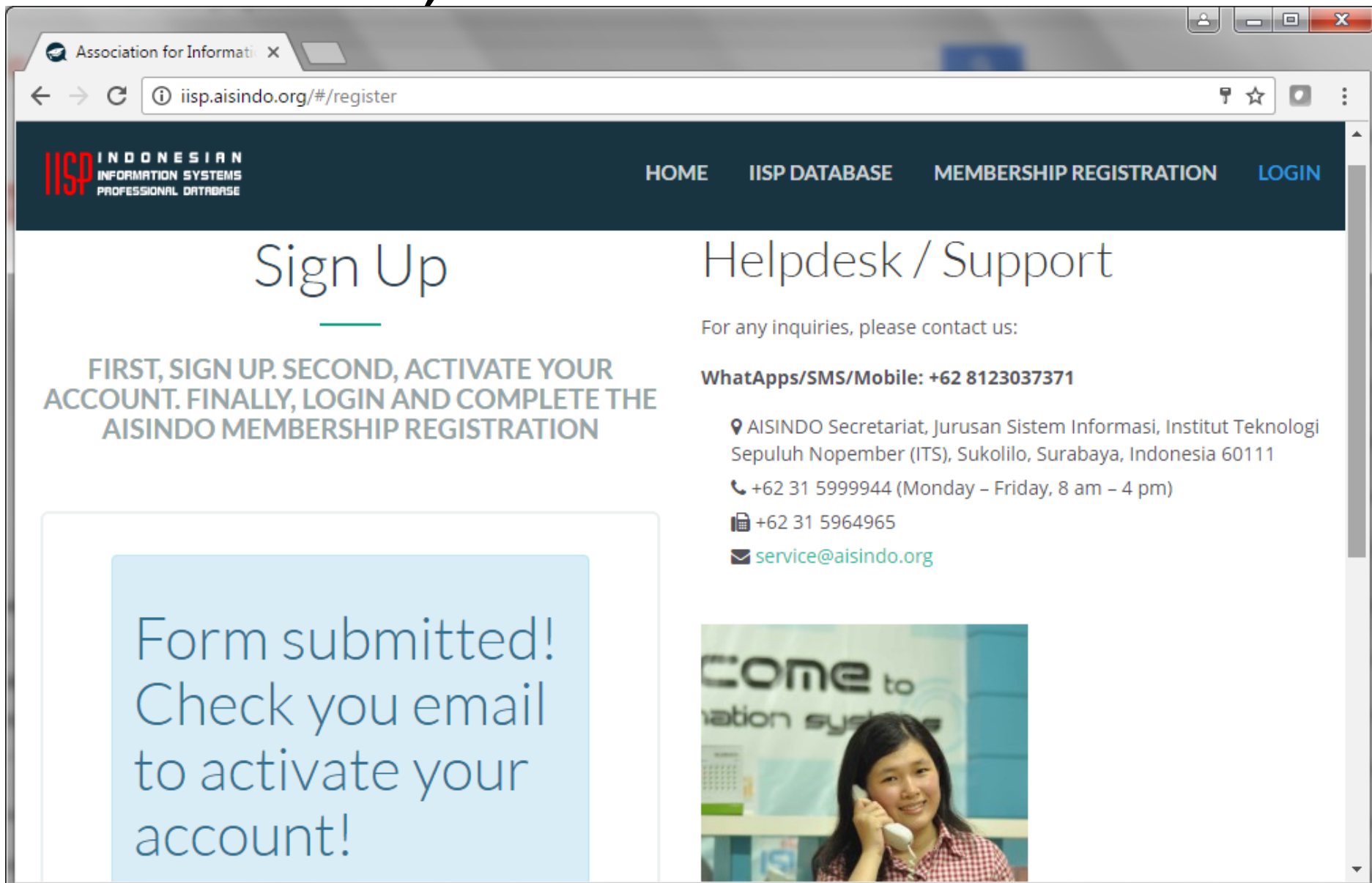
☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)



2. Isi form dgn lengkap, klik tombol REGISTER, lalu cek inbox email anda



The screenshot shows a web browser window with the URL [iisp.aisindo.org/#/register](http://iisp.aisindo.org/#/register). The page header includes the IISP logo (INDONESIAN INFORMATION SYSTEMS PROFESSIONAL DATABASE) and navigation links: HOME, IISP DATABASE, MEMBERSHIP REGISTRATION, and LOGIN. The main content area is titled "Sign Up" and "Helpdesk / Support". Below "Sign Up", it states: "FIRST, SIGN UP. SECOND, ACTIVATE YOUR ACCOUNT. FINALLY, LOGIN AND COMPLETE THE AISINDO MEMBERSHIP REGISTRATION". A large blue box on the left contains the text: "Form submitted! Check you email to activate your account!". On the right, under "Helpdesk / Support", it says: "For any inquiries, please contact us: WhatApps/SMS/Mobile: +62 8123037371". Below this, contact information is listed: AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111; phone numbers +62 31 5999944 (Monday – Friday, 8 am – 4 pm) and +62 31 5964965; and email [service@aisindo.org](mailto:service@aisindo.org). A small image of a woman talking on a phone is at the bottom right.

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← → ↻ ⓘ [iisp.aisindo.org/#/register](http://iisp.aisindo.org/#/register) 🔑 ☆ 📺 ⋮

**IISP** INDONESIAN  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE MEMBERSHIP REGISTRATION [LOGIN](#)

## Sign Up

FIRST, SIGN UP. SECOND, ACTIVATE YOUR ACCOUNT. FINALLY, LOGIN AND COMPLETE THE AISINDO MEMBERSHIP REGISTRATION

Form submitted!  
Check you email  
to activate your  
account!

## Helpdesk / Support

For any inquiries, please contact us:


**WhatApps/SMS/Mobile: +62 8123037371**

📍 AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

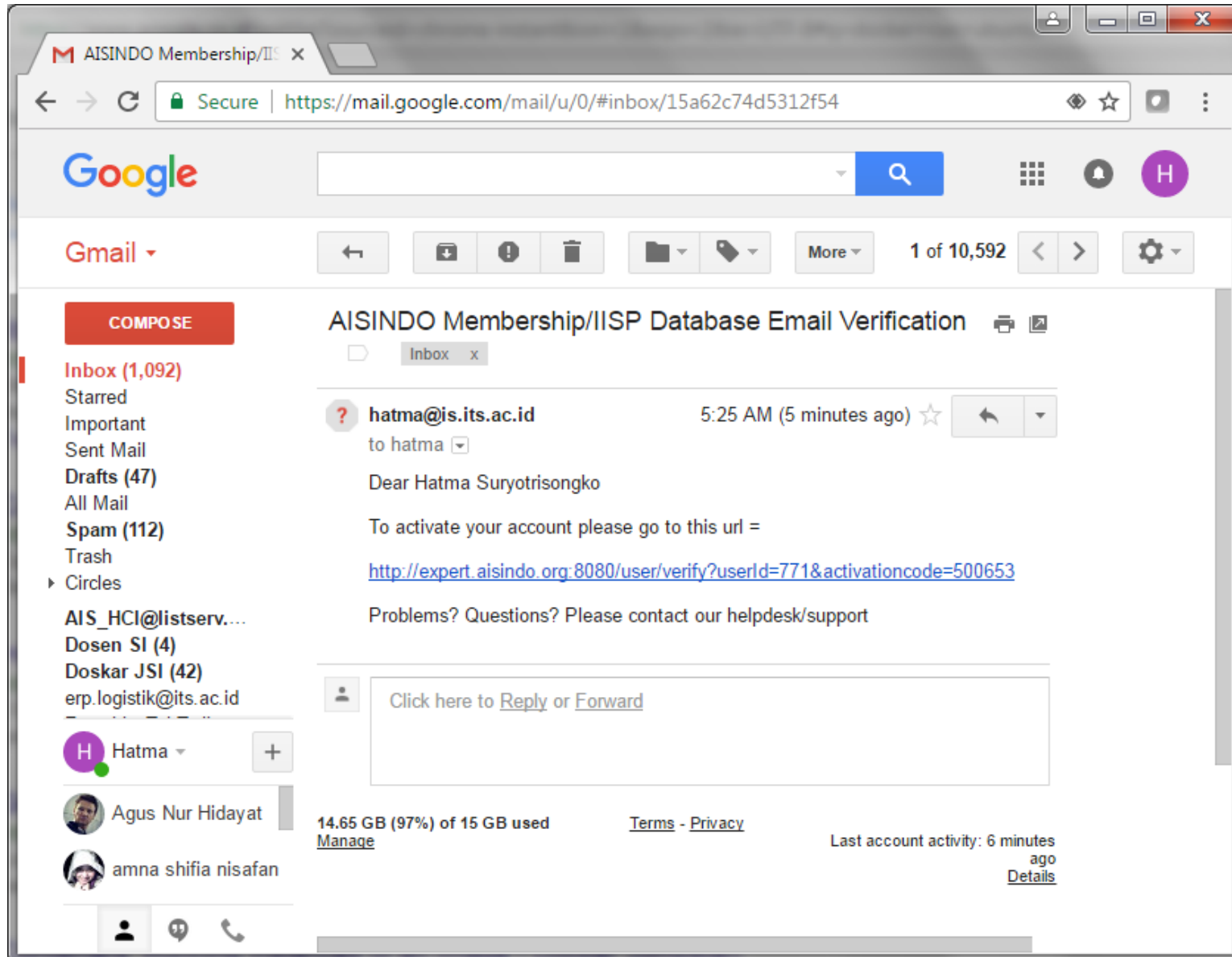
☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

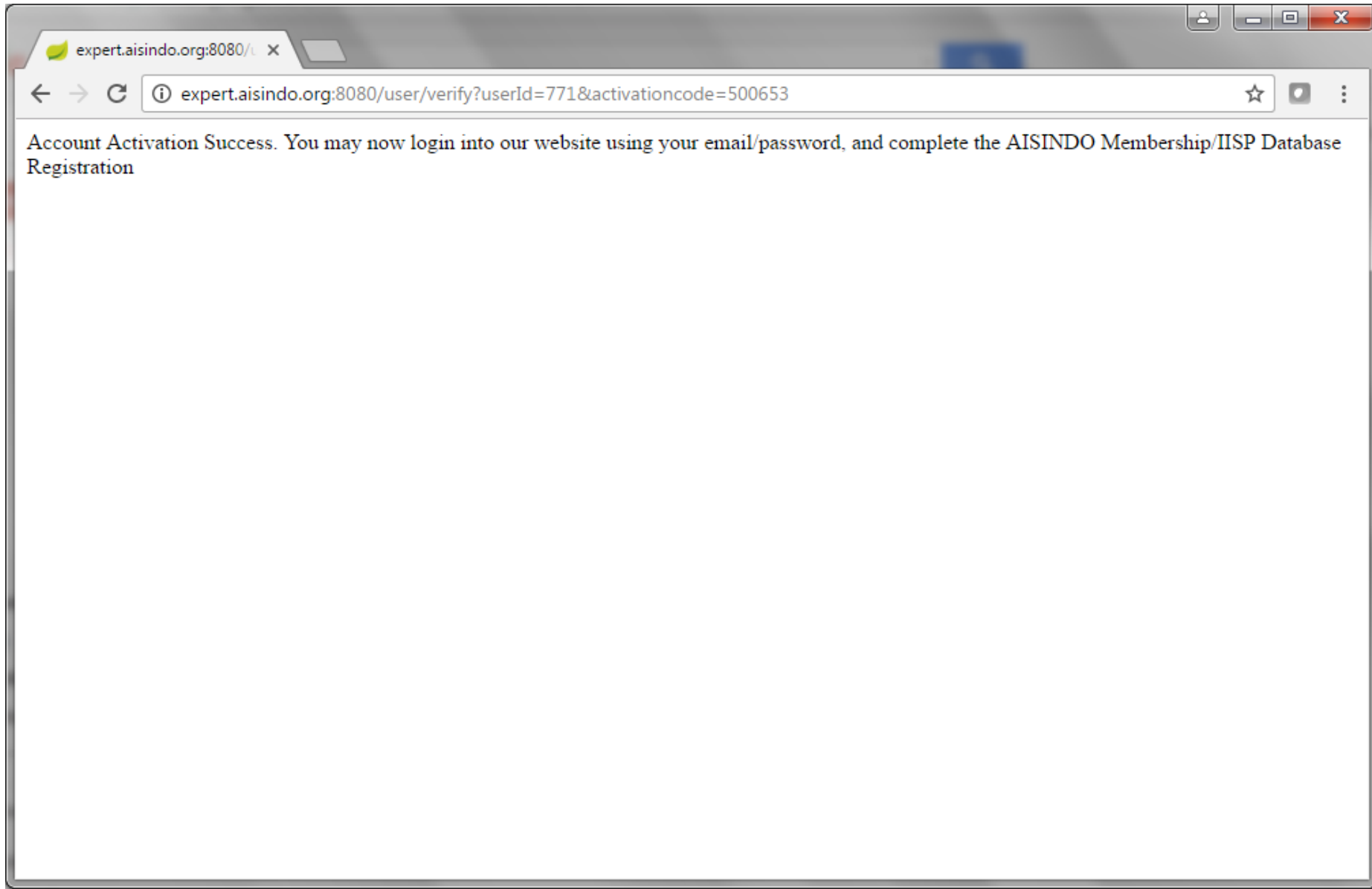
✉ [service@aisindo.org](mailto:service@aisindo.org)



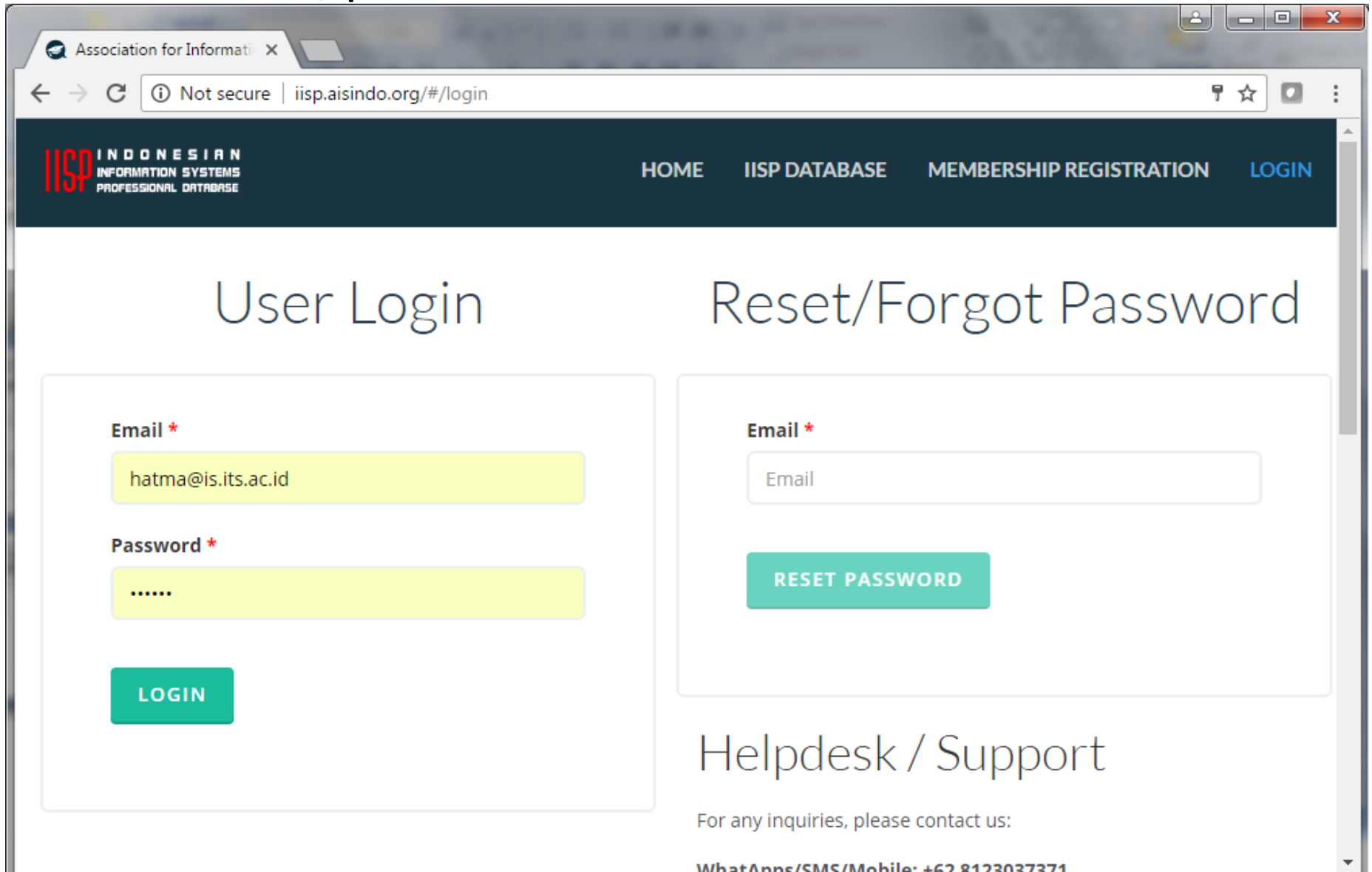
3. Cek email masuk di **inbox/Spam folder** anda, lalu **Klik link** di email anda. Jika lama email nggak diterima, hubungi helpdesk



4. Jika aktivasi email sukses, lanjutkan LOGIN di web [iisp.aisindo.org](http://iisp.aisindo.org) . Jika ada masalah, hubungi helpdesk



5. Buka <http://iisp.aisindo.org> lalu klik menu **LOGIN**.  
Jika lupa password anda: isi form RESET/FORGOT Password, password baru akan dikirim ke email anda



The screenshot shows a web browser window with the URL <http://iisp.aisindo.org/#/login>. The page has a dark blue header with the IISP logo and navigation links: HOME, IISP DATABASE, MEMBERSHIP REGISTRATION, and LOGIN. The main content area is divided into two columns. The left column is titled 'User Login' and contains a form with fields for 'Email \*' (containing 'hatma@is.its.ac.id') and 'Password \*' (masked with dots), and a green 'LOGIN' button. The right column is titled 'Reset/Forgot Password' and contains a form with an 'Email \*' field and a green 'RESET PASSWORD' button. Below the right column, there is a section titled 'Helpdesk / Support' with the text 'For any inquiries, please contact us:' and a partially visible contact number 'WhatsApp/SMS/Mobile: +62 8123037371'.

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**IISP** INDONESIAN  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE MEMBERSHIP REGISTRATION **LOGIN**

## User Login

Email \*

hatma@is.its.ac.id

Password \*

.....

**LOGIN**

## Reset/Forgot Password

Email \*

Email

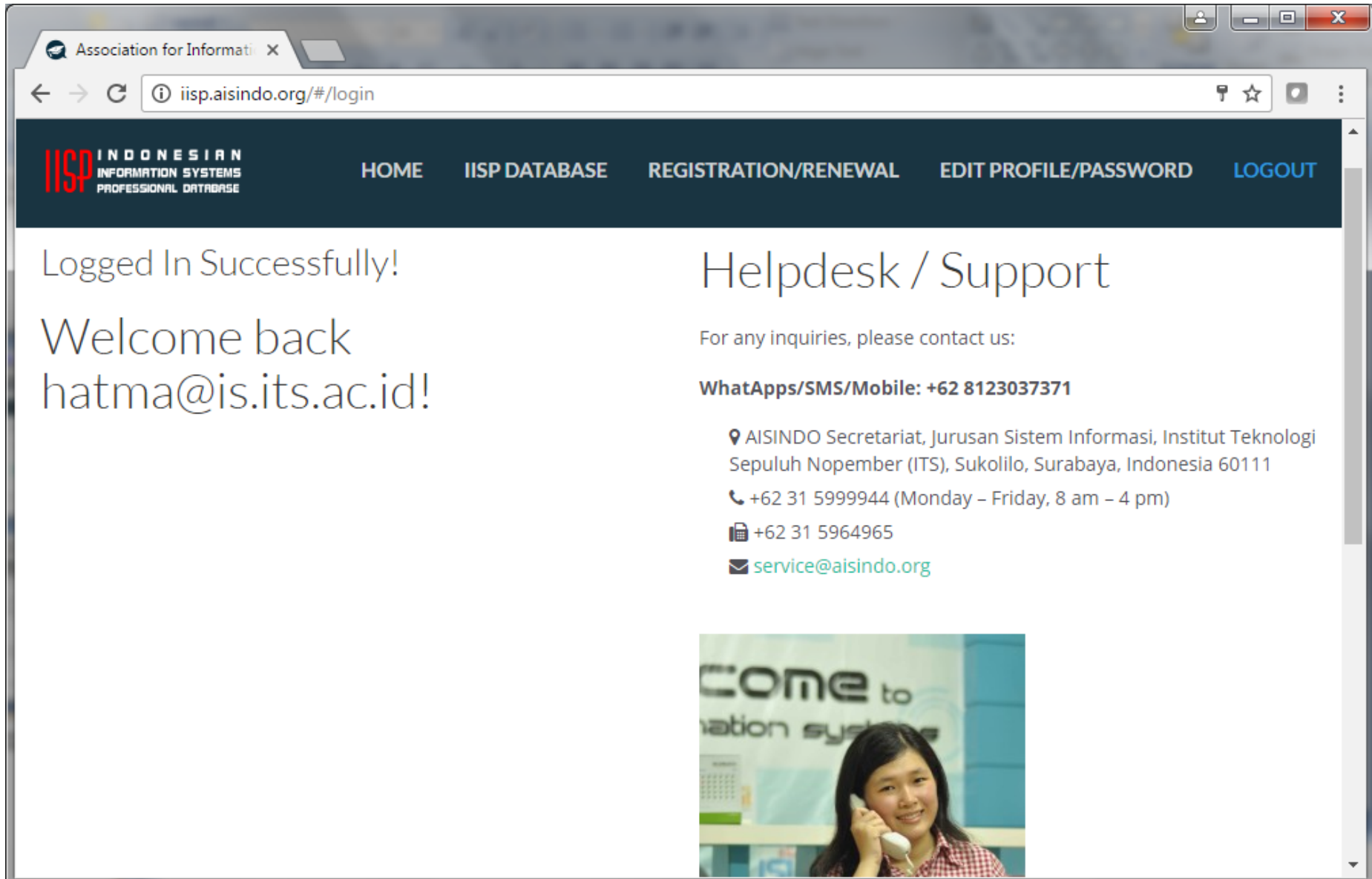
**RESET PASSWORD**

## Helpdesk / Support

For any inquiries, please contact us:

WhatsApp/SMS/Mobile: +62 8123037371

6. Setelah berhasil LOGIN, akan ada menu baru:  
**REGISTRATION/RENEWAL** dan **EDIT PROFILE/PASSWORD**



The screenshot shows a web browser window with the URL [iisp.aisindo.org/#/login](http://iisp.aisindo.org/#/login). The page features a dark blue navigation bar with the following links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, and LOGOUT. The main content area displays a success message: "Logged In Successfully! Welcome back hatma@is.its.ac.id!". To the right, there is a "Helpdesk / Support" section with contact information for AISINDO, including a WhatsApp/SMS/Mobile number (+62 8123037371), a physical address (Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111), and phone numbers for weekdays (+62 31 5999944) and a general contact number (+62 31 5964965). An email address ([service@aisindo.org](mailto:service@aisindo.org)) is also provided. At the bottom right, there is a small image of a woman smiling while talking on a phone, with a banner in the background that says "Come to information systems".

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← → ↻ ⓘ iisp.aisindo.org/#/login

**IISP** INDONESIAN  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE REGISTRATION/RENEWAL EDIT PROFILE/PASSWORD LOGOUT

Logged In Successfully!

Welcome back  
hatma@is.its.ac.id!

## Helpdesk / Support

For any inquiries, please contact us:

**WhatsApp/SMS/Mobile: +62 8123037371**

📍 AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

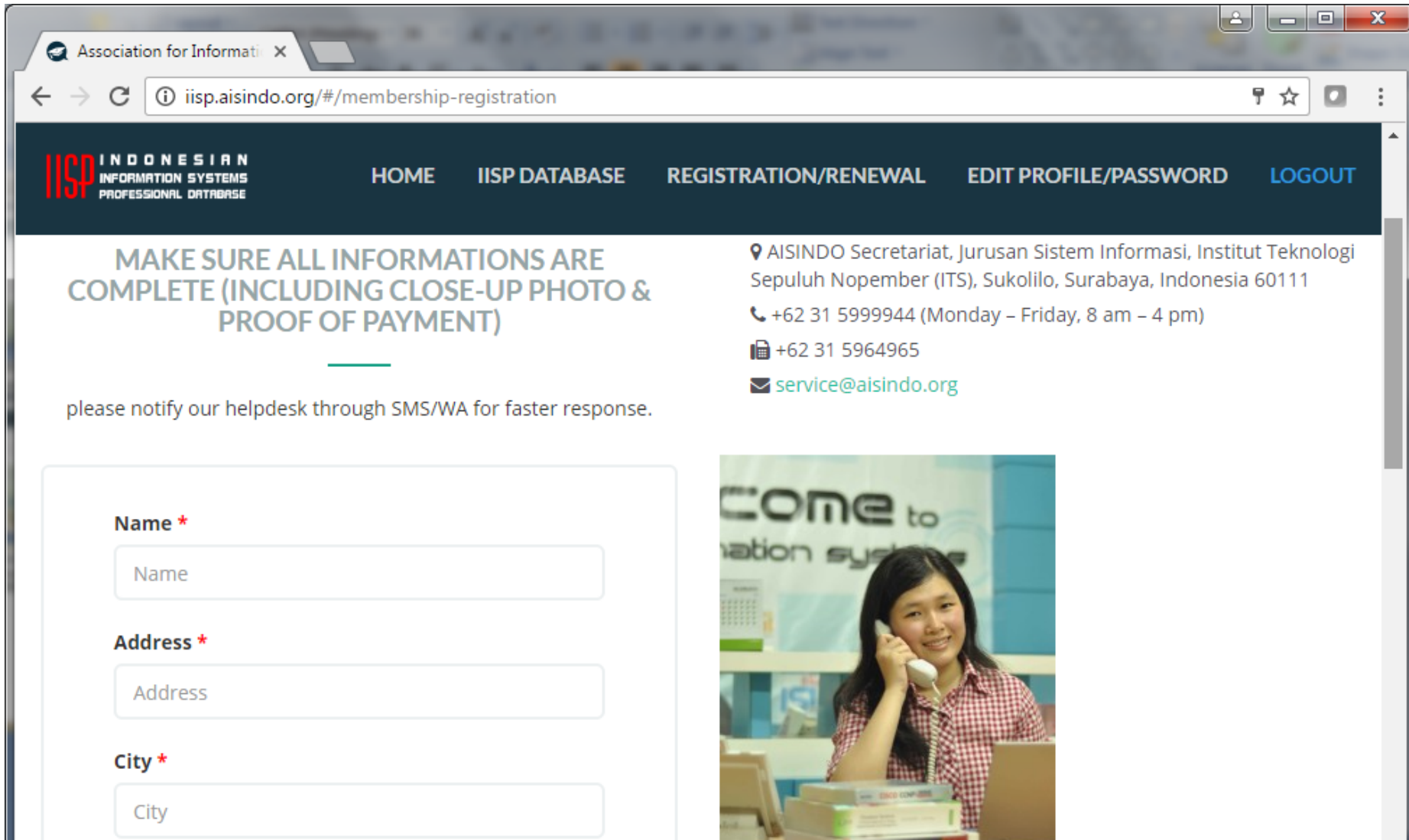
☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)

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# 7. Lanjutkan proses pendaftaran membership baru, dengan mengisi form di menu **REGISTRATION / RENEWAL**



The screenshot shows a web browser window with the URL `iisp.aisindo.org/#/membership-registration`. The page has a dark blue header with the IISP logo and navigation links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, and LOGOUT. The main content area has a light blue background with the text "MAKE SURE ALL INFORMATIONS ARE COMPLETE (INCLUDING CLOSE-UP PHOTO & PROOF OF PAYMENT)". Below this, there is a message: "please notify our helpdesk through SMS/WA for faster response." To the right, contact information for AISINDO is provided, including the address, phone numbers, and email. On the left, there is a registration form with fields for Name, Address, and City, each with a red asterisk indicating it is required. On the right, there is a photograph of a woman smiling and talking on a phone.

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`iisp.aisindo.org/#/membership-registration`

**IISP** **INDONESIAN**  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE REGISTRATION/RENEWAL EDIT PROFILE/PASSWORD LOGOUT

MAKE SURE ALL INFORMATIONS ARE  
COMPLETE (INCLUDING CLOSE-UP PHOTO &  
PROOF OF PAYMENT)

please notify our helpdesk through SMS/WA for faster response.

📍 AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi  
Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)

Name \*

Name

Address \*

Address

City \*

City

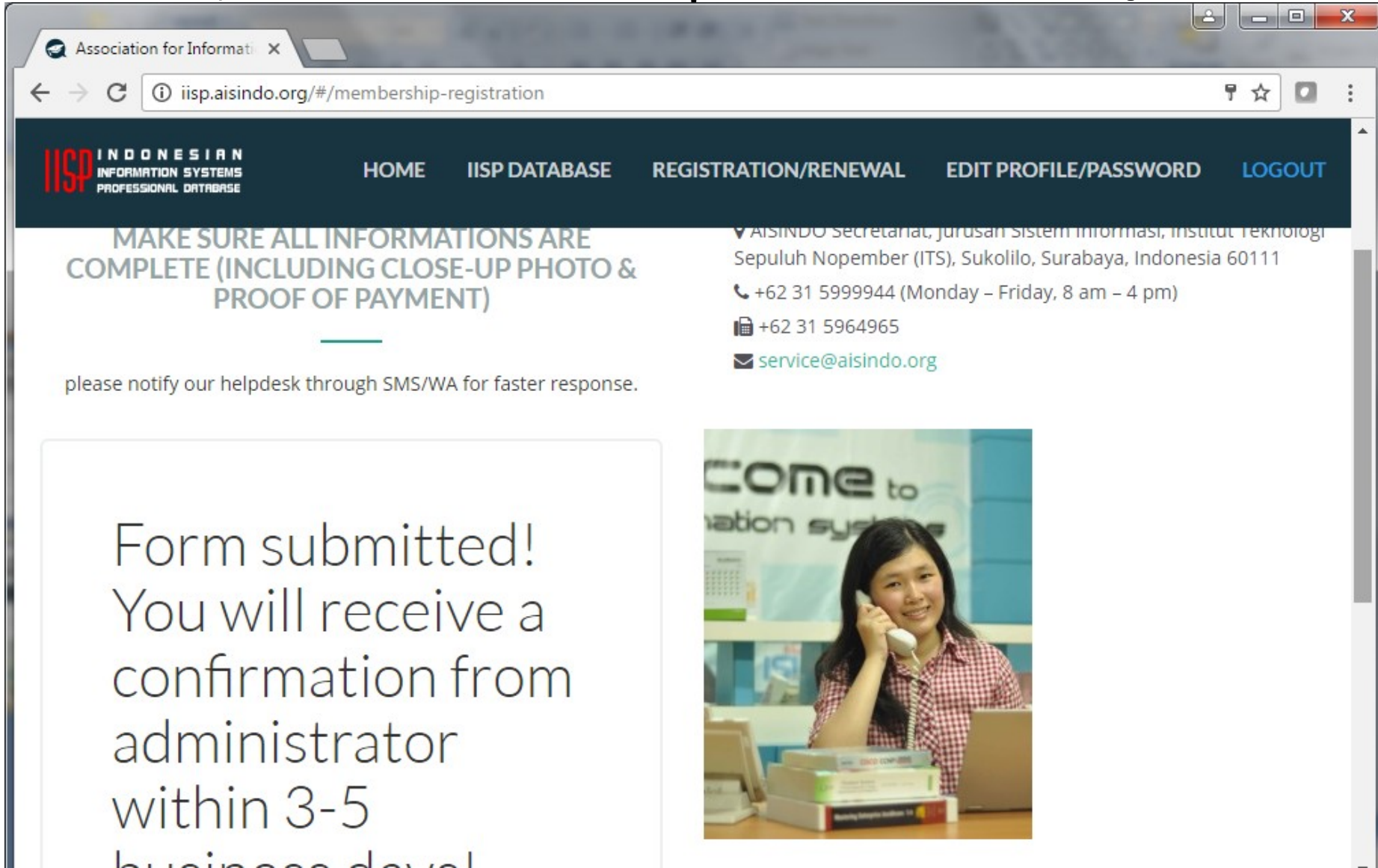
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8. Pastikan isi form **REGISTRASI** dengan lengkap, termasuk **SCAN** bukti pembayaran dan **FOTO** diri, lalu notifikasi helpdesk lewat **SMS/WA**



The screenshot shows a web browser window with the URL [iisp.aisindo.org/#/membership-registration](http://iisp.aisindo.org/#/membership-registration). The page header includes the IISP logo and navigation links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, and LOGOUT. The main content area features a dark blue banner with the text: "MAKE SURE ALL INFORMATIONS ARE COMPLETE (INCLUDING CLOSE-UP PHOTO & PROOF OF PAYMENT)". Below this, a message states: "please notify our helpdesk through SMS/WA for faster response." On the right side, contact information for AISINDO is provided: "AISINDO Secretariat, jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111", phone numbers "+62 31 5999944 (Monday – Friday, 8 am – 4 pm)" and "+62 31 5964965", and email "service@aisindo.org". A large text box on the left contains the message: "Form submitted! You will receive a confirmation from administrator within 3-5 business days". To the right of this text box is an image of a smiling woman in a red and white checkered shirt talking on a white telephone, with a laptop and books on the desk in front of her.

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[iisp.aisindo.org/#/membership-registration](#)

**IISP** **INDONESIAN**  
**INFORMATION SYSTEMS**  
**PROFESSIONAL DATABASE**

[HOME](#) [IISP DATABASE](#) [REGISTRATION/RENEWAL](#) [EDIT PROFILE/PASSWORD](#) [LOGOUT](#)

**MAKE SURE ALL INFORMATIONS ARE COMPLETE (INCLUDING CLOSE-UP PHOTO & PROOF OF PAYMENT)**

please notify our helpdesk through SMS/WA for faster response.

Form submitted!  
You will receive a confirmation from administrator within 3-5 business days

▼ AISINDO Secretariat, jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111  
☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)  
☎ +62 31 5964965  
✉ [service@aisindo.org](mailto:service@aisindo.org)

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# 9. Setelah Registrasi anda di setuju oleh admin, anda bisa lanjutkan mengisi expertise & CV di menu **EDIT PROFILE**

The screenshot shows a web browser window with the URL `iisp.aisindo.org/#/edit-profile`. The page has a dark blue header with the IISP logo and navigation links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, SUBMIT PDU, and LOGOUT. The main content area is titled 'Edit Profile hatma@is.its.ac.id' and 'Helpdesk / Support'. On the left, there are two form sections: 'Change Password' with fields for 'New Password' and 'New Password Confirmation', and 'Basic Profile' with a 'Name' field. On the right, there is contact information for the helpdesk, including a WhatsApp/SMS/Mobile number (+62 8123037371), a physical address (AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111), a phone number (+62 31 5999944), a fax number (+62 31 5964965), and an email address (service@aisindo.org). A small image of a woman talking on a phone is also visible.

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HOME IISP DATABASE REGISTRATION/RENEWAL EDIT PROFILE/PASSWORD SUBMIT PDU LOGOUT

## Edit Profile hatma@is.its.ac.id Helpdesk / Support

For any inquiries, please contact us:

**WhatsApp/SMS/Mobile: +62 8123037371**

📍 AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)

### Change Password

**New Password (only if you want to change your password)!**

Password

**New Password Confirmation**

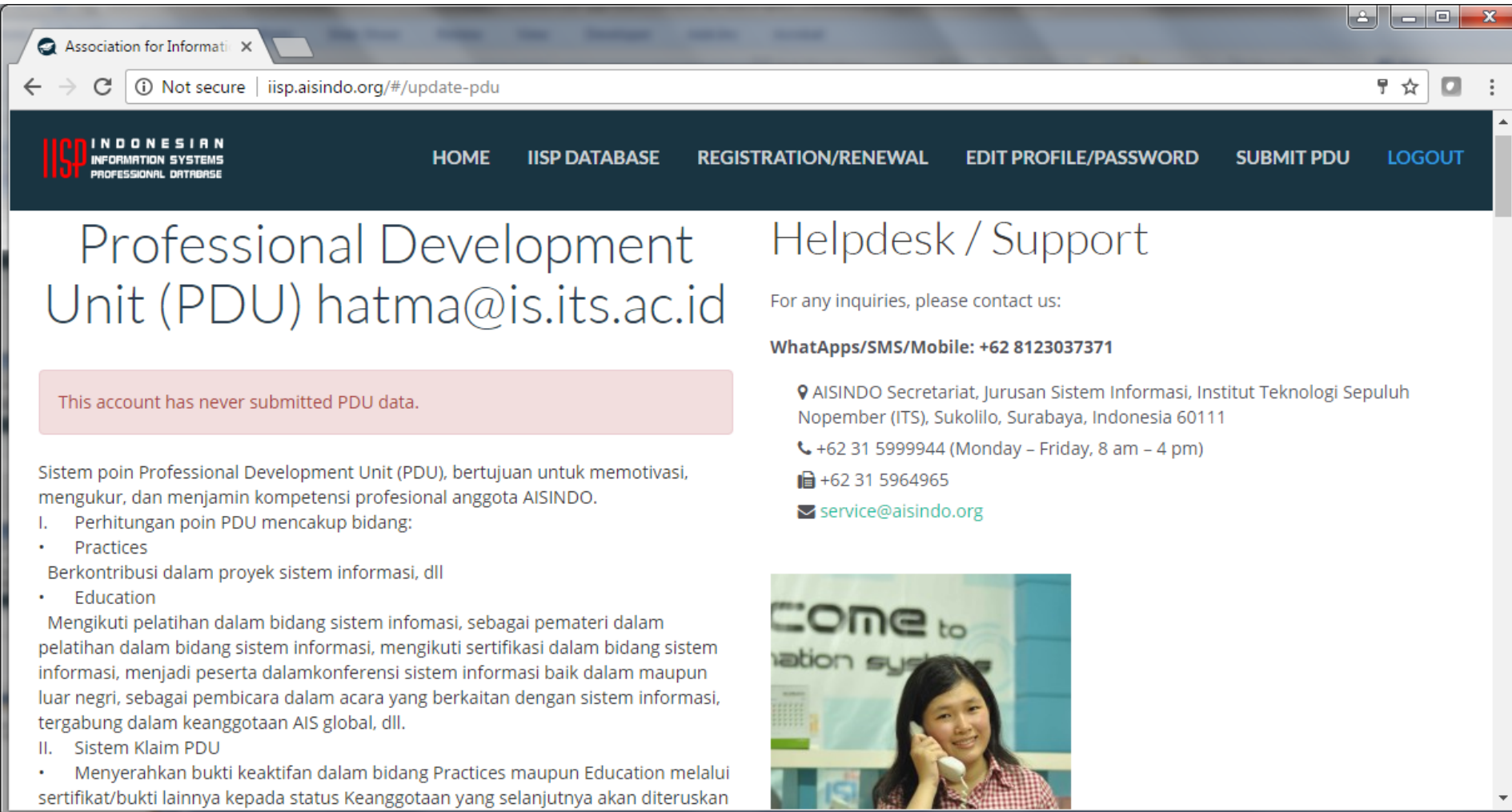
Retype Password

### Basic Profile

**Name \***

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10. Klik menu **SUBMIT-PDU** utk mengumpulkan poin supaya naik **Level Membership**. Submission akan di review. Hubungi helpdesk utk bantuan



The screenshot shows a web browser window with the URL [iisp.aisindo.org/#/update-pdu](http://iisp.aisindo.org/#/update-pdu). The page header includes the AISINDO logo and navigation links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, SUBMIT PDU, and LOGOUT. The main content area is titled "Professional Development Unit (PDU) hatma@is.its.ac.id". A red message box states: "This account has never submitted PDU data." Below this, a paragraph explains the purpose of the PDU system. The page also features a "Helpdesk / Support" section with contact information for AISINDO, including a WhatsApp/SMS/Mobile number and an email address. A small image of a woman talking on a phone is visible in the bottom right corner.

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← → ↻ ⓘ Not secure | [iisp.aisindo.org/#/update-pdu](http://iisp.aisindo.org/#/update-pdu)

**IISP** INDONESIAN INFORMATION SYSTEMS PROFESSIONAL DATABASE

HOME IISP DATABASE REGISTRATION/RENEWAL EDIT PROFILE/PASSWORD SUBMIT PDU LOGOUT

## Professional Development Unit (PDU) hatma@is.its.ac.id

This account has never submitted PDU data.

Sistem poin Professional Development Unit (PDU), bertujuan untuk memotivasi, mengukur, dan menjamin kompetensi profesional anggota AISINDO.

- Perhitungan poin PDU mencakup bidang:
  - Practices  
Berkontribusi dalam proyek sistem informasi, dll
  - Education  
Mengikuti pelatihan dalam bidang sistem informasi, sebagai pemateri dalam pelatihan dalam bidang sistem informasi, mengikuti sertifikasi dalam bidang sistem informasi, menjadi peserta dalam konferensi sistem informasi baik dalam maupun luar negeri, sebagai pembicara dalam acara yang berkaitan dengan sistem informasi, tergabung dalam keanggotaan AIS global, dll.
- Sistem Klaim PDU
  - Menyerahkan bukti keaktifan dalam bidang Practices maupun Education melalui sertifikat/bukti lainnya kepada status Keanggotaan yang selanjutnya akan diteruskan

## Helpdesk / Support

For any inquiries, please contact us:

**WhatsApp/SMS/Mobile: +62 8123037371**

📍 AISINDO Sekretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

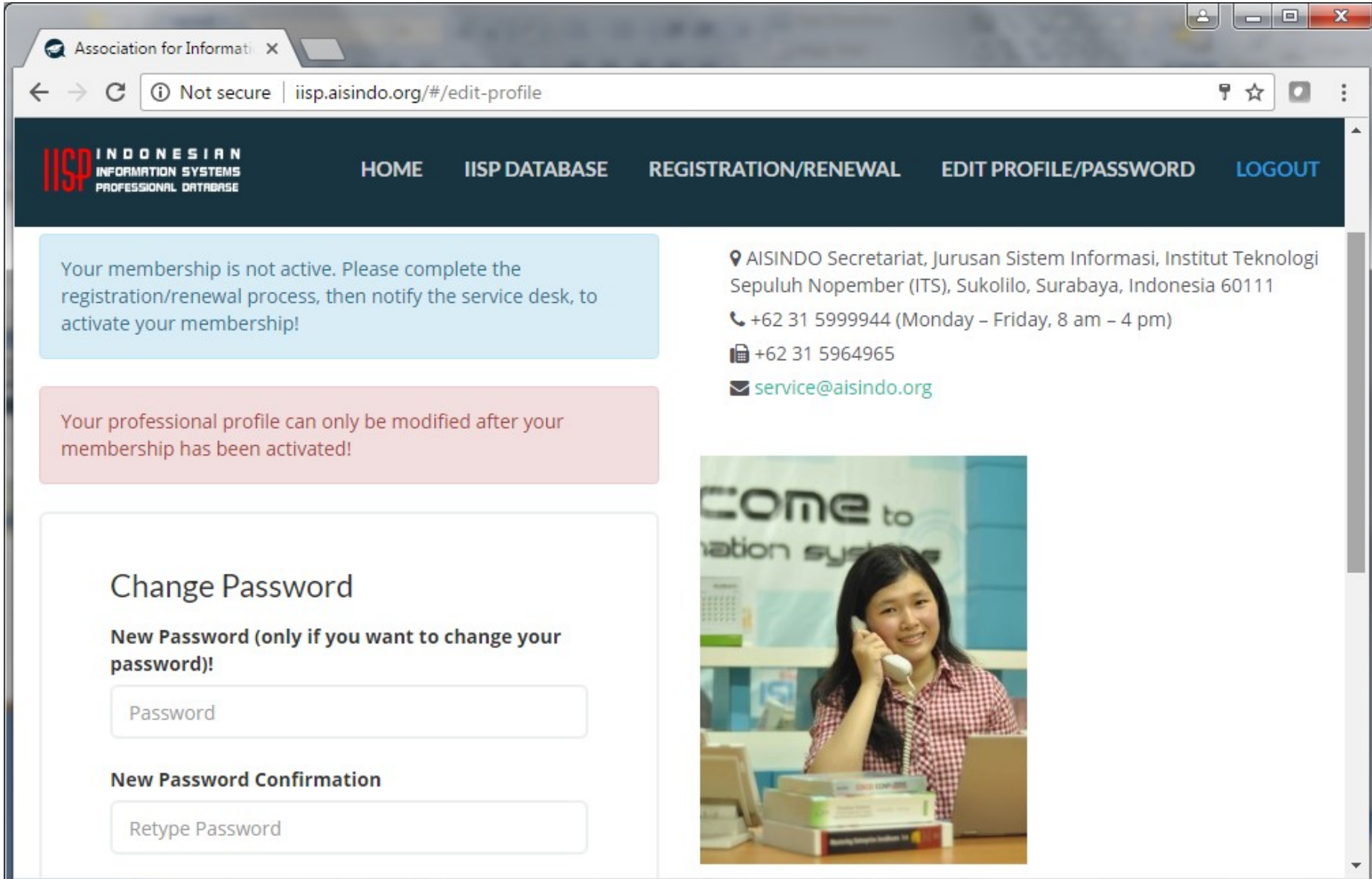
☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)



# 11. klik menu **EDIT PROFILE/PASSWORD** utk mengubah password anda!



The screenshot shows a web browser window with the URL `iisp.aisindo.org/#/edit-profile`. The page header includes the IISP logo and navigation links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, and LOGOUT. Two informational boxes are present: a light blue one stating 'Your membership is not active. Please complete the registration/renewal process, then notify the service desk, to activate your membership!' and a light red one stating 'Your professional profile can only be modified after your membership has been activated!'. The main content area features a 'Change Password' section with two input fields: 'New Password (only if you want to change your password)!' and 'New Password Confirmation'. To the right, contact information for AISINDO is provided, including the address, phone numbers, and email. A small image of a woman talking on a phone is also visible.

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Not secure | `iisp.aisindo.org/#/edit-profile`

**IISP** **INDONESIAN**  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE REGISTRATION/RENEWAL **EDIT PROFILE/PASSWORD** LOGOUT

Your membership is not active. Please complete the registration/renewal process, then notify the service desk, to activate your membership!

Your professional profile can only be modified after your membership has been activated!

**Change Password**

**New Password (only if you want to change your password)!**

Password

**New Password Confirmation**

Retype Password


📍 AISINDO Sekretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)

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12. Jika anda lupa password, klik **menu LOGIN**, isi form **RESET/FORGOT Password**, password baru akan dikirim ke email anda

The screenshot shows a web browser window with the URL `iisp.aisindo.org/#/login`. The page has a dark blue header with the IISP logo and navigation links: HOME, IISP DATABASE, MEMBERSHIP REGISTRATION, and LOGIN. The main content area is split into two columns. The left column is titled 'User Login' and contains a form with 'Email' and 'Password' fields, both highlighted in yellow. The email field contains 'hatma@is.its.ac.id' and the password field contains six dots. A green 'LOGIN' button is at the bottom. The right column is titled 'Reset/Forgot Password' and contains a form with an 'Email' field and a green 'RESET PASSWORD' button. Below this is a 'Helpdesk / Support' section with contact information.

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**IISP** **INDONESIAN**  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE MEMBERSHIP REGISTRATION **LOGIN**

## User Login

Email \*

hatma@is.its.ac.id

Password \*

.....

**LOGIN**

## Reset/Forgot Password

Email \*

Email

**RESET PASSWORD**

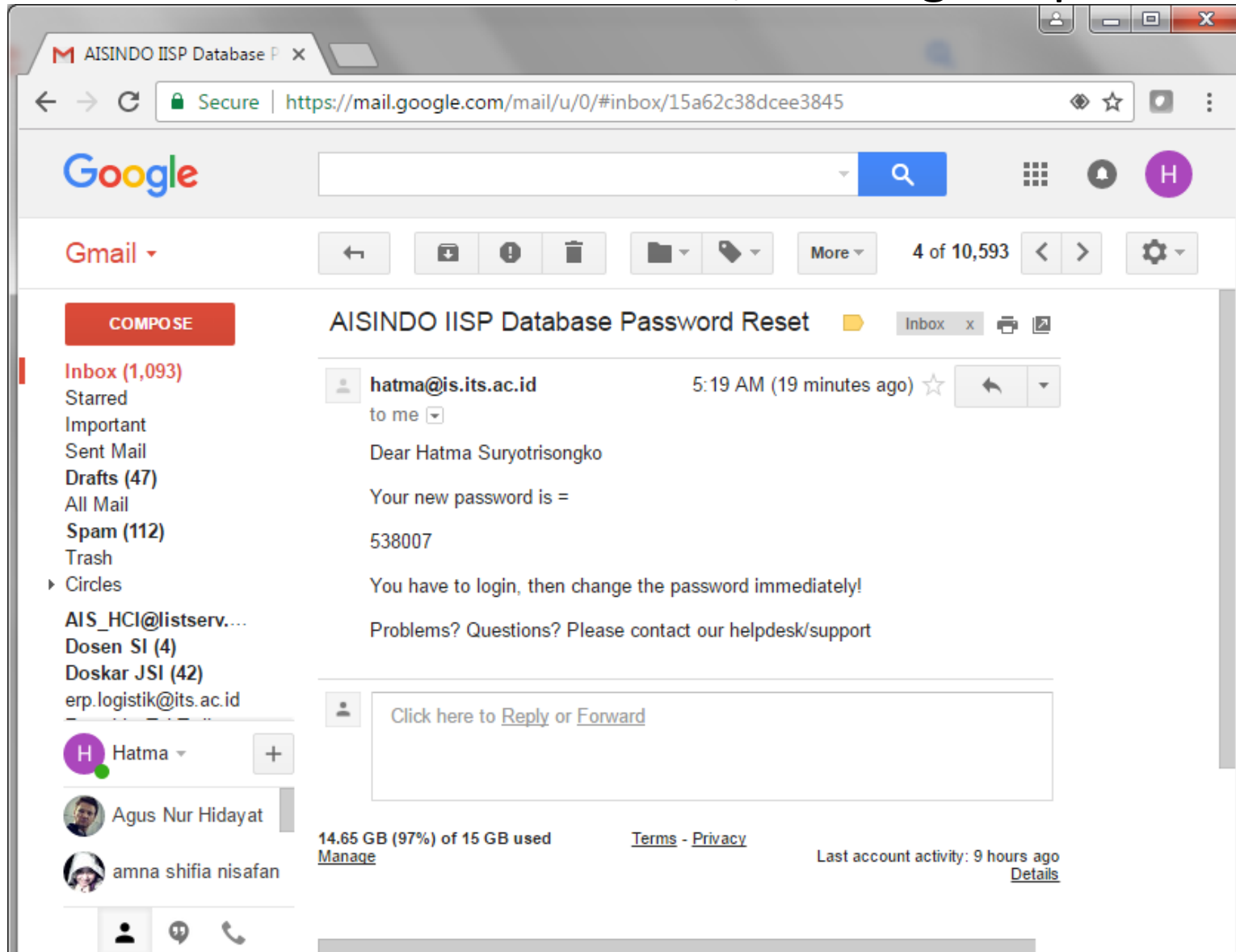
## Helpdesk / Support

For any inquiries, please contact us:

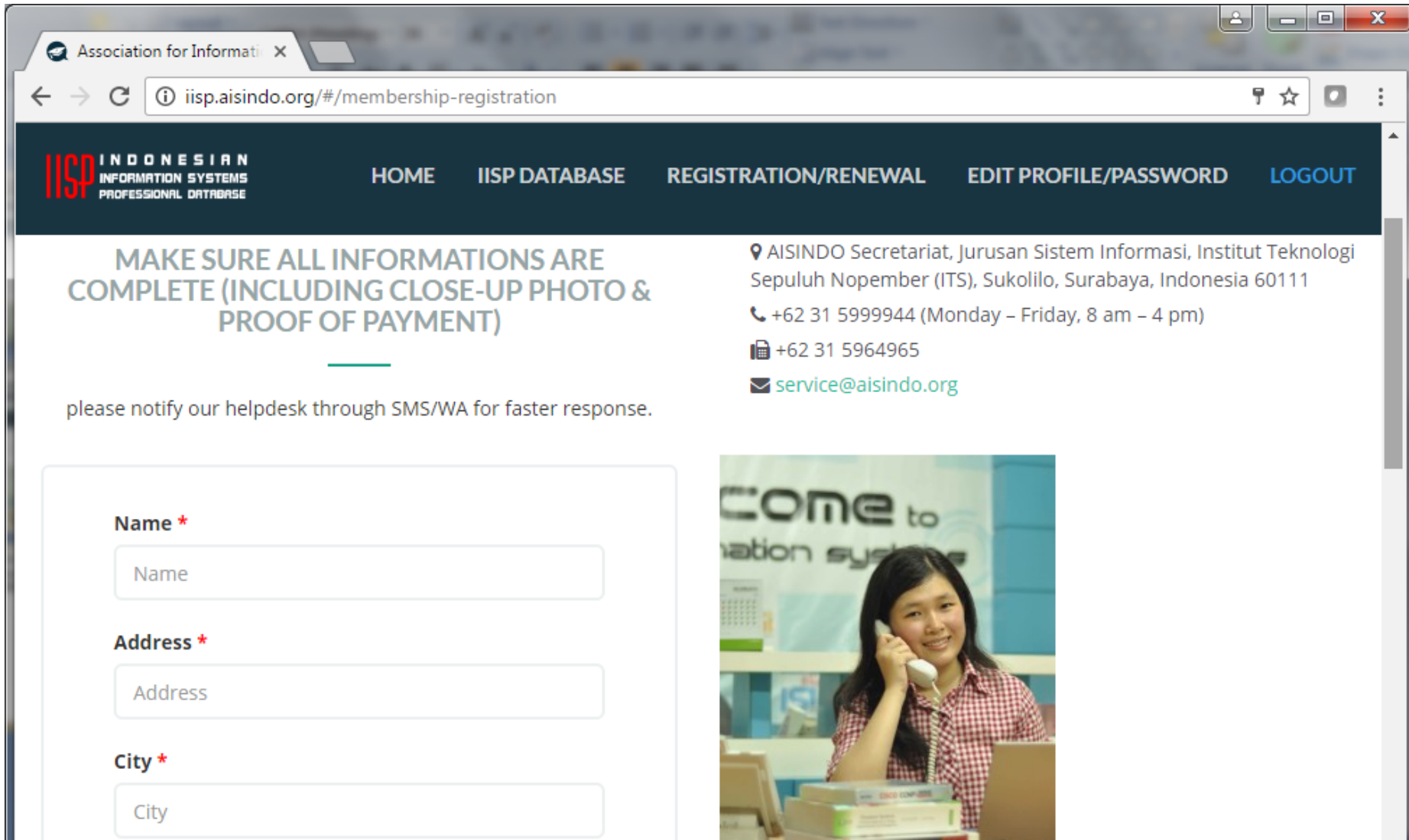
WhatsApp/SMS/Mobile: +62 8123037371



13. Gunakan **password baru** yg dikirim ke inbox/Spam folder anda utk segera LOGIN lalu segera **UBAH Password!** Jika ada masalah, hubungi helpdesk



14. Jika membership anda sudah hampir expired, maka segera lakukan renewal, melalui menu **REGISTRATION/RENEWAL**, lalu notifikasi helpdesk via SMS/WA



The screenshot shows a web browser window with the URL `iisp.aisindo.org/#/membership-registration`. The page header includes the IISP logo and navigation links: HOME, IISP DATABASE, REGISTRATION/RENEWAL, EDIT PROFILE/PASSWORD, and LOGOUT. The main content area features a prominent instruction: "MAKE SURE ALL INFORMATIONS ARE COMPLETE (INCLUDING CLOSE-UP PHOTO & PROOF OF PAYMENT)". Below this, a message states: "please notify our helpdesk through SMS/WA for faster response." To the right, contact information for AISINDO is provided, including the address, phone numbers, and email. On the left, there is a registration form with fields for Name, Address, and City, each marked with a red asterisk. An inset image in the bottom right corner shows a woman smiling while talking on a phone, with a sign in the background that says "Come to information systems".

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← → ↻ ⓘ iisp.aisindo.org/#/membership-registration

**IISP** **INDONESIAN**  
INFORMATION SYSTEMS  
PROFESSIONAL DATABASE

HOME IISP DATABASE REGISTRATION/RENEWAL EDIT PROFILE/PASSWORD LOGOUT

**MAKE SURE ALL INFORMATIONS ARE COMPLETE (INCLUDING CLOSE-UP PHOTO & PROOF OF PAYMENT)**

please notify our helpdesk through SMS/WA for faster response.

📍 AISINDO Secretariat, Jurusan Sistem Informasi, Institut Teknologi Sepuluh Nopember (ITS), Sukolilo, Surabaya, Indonesia 60111

☎ +62 31 5999944 (Monday – Friday, 8 am – 4 pm)

📠 +62 31 5964965

✉ [service@aisindo.org](mailto:service@aisindo.org)

**Name \***

Name

**Address \***

Address

**City \***

City

**Come to**  
information systems