

# TUTORIAL EASYCHAIR UNTUK ICOR 2020

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Buka halaman web EasyChair ICOR 2020:  
ICOR-ST 2020: <https://easychair.org/conferences/?conf=icorst2020>  
ICOR-SH 2020: <https://easychair.org/conferences/?conf=icorsh2020>

## Bagian 1: Login ke EasyChair ICOR 2020

1. **Jika Anda sudah mempunyai akun EasyChair**, silahkan masukkan Username dan Password untuk Login (Gambar 1). Untuk detail cara submit abstrak, silahkan lanjut pada Bagian 2 (Mengirimkan abstrak) di tutorial ini.
2. **Jika Anda ingin membuat akun EasyChair**, klik pada bagian “Create an account” (Lihat contohnya di Gambar 1)

Gambar 1: Login atau membuat akun EasyChair untuk ICOR 2020

**MEMBUAT AKUN**

**SUBMIT ABSTRAK**

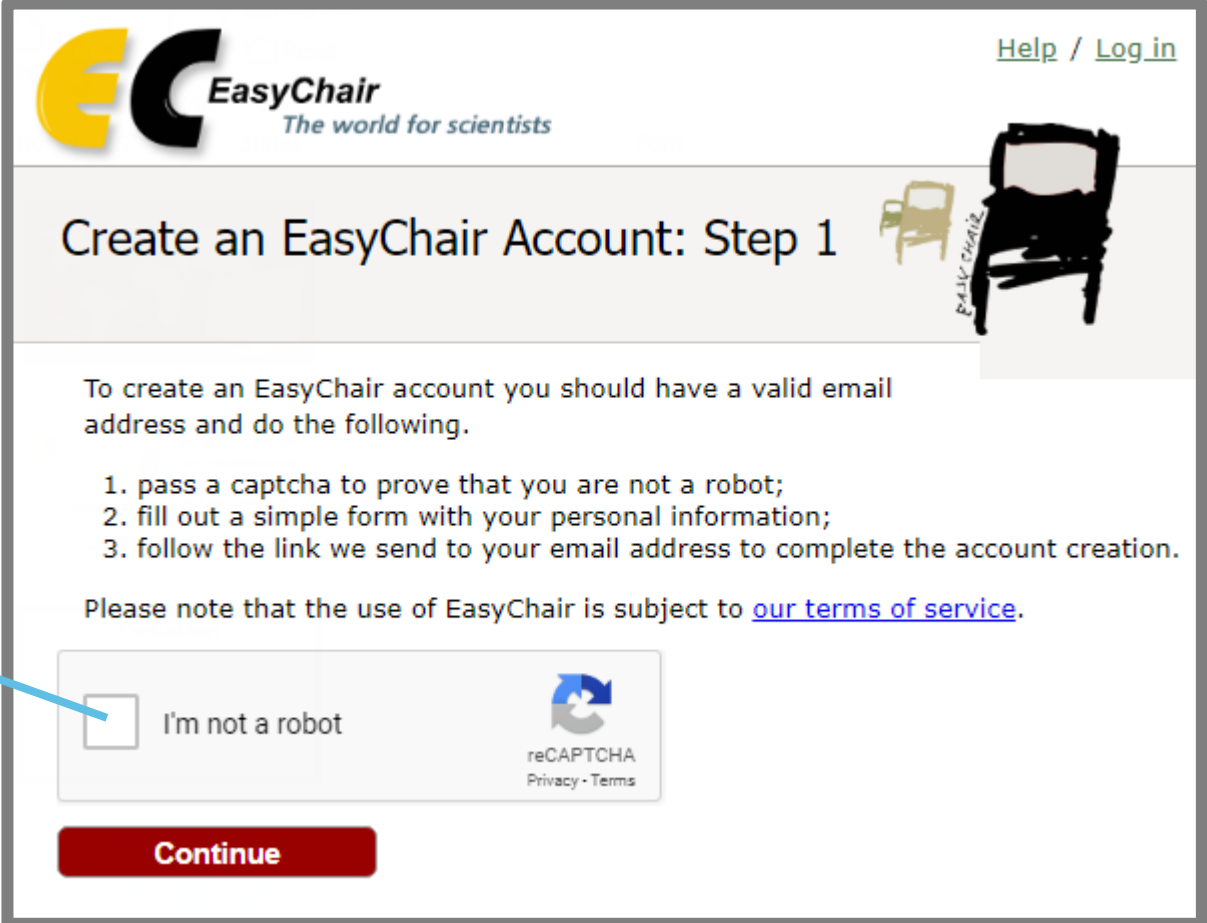
**UPLOAD  
FULL PAPER**



# MEMBUAT AKUN

## Langkah 1:

Tuliskan kode captcha dan klik Continue (Gambar 2)



**EasyChair**  
The world for scientists

[Help](#) / [Log in](#)

### Create an EasyChair Account: Step 1

To create an EasyChair account you should have a valid email address and do the following.

1. pass a captcha to prove that you are not a robot;
2. fill out a simple form with your personal information;
3. follow the link we send to your email address to complete the account creation.

Please note that the use of EasyChair is subject to [our terms of service](#).

I'm not a robot

reCAPTCHA  
Privacy - Terms

**Continue**

Gambar 2: Kode Captcha

# MEMBUAT AKUN

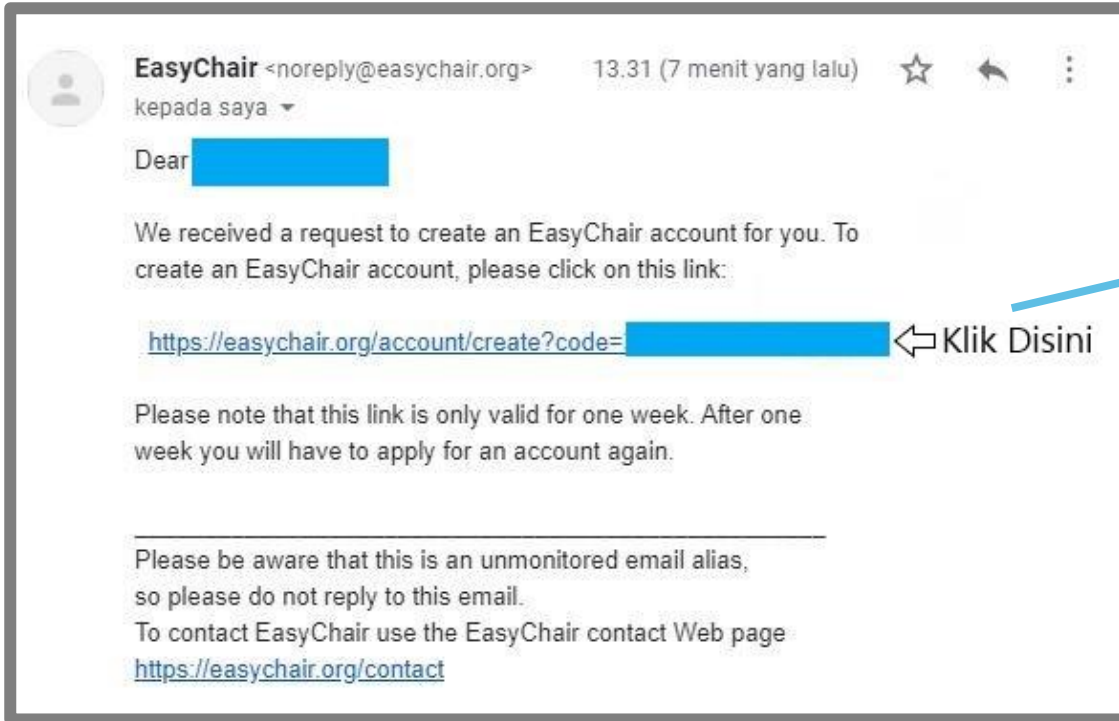
## Langkah 2:

Isi nama Anda dan Alamat Email dan klik Continue (Gambar 3)

\*) Harap masukkan email yang aktif

Gambar 3: Memasukkan informasi umum untuk pengaturan akun

# MEMBUAT AKUN



**Gambar 4: Email Konfirmasi**

## Langkah 3:

Buka Email Anda dan Anda akan menerima sebuah Email Konfirmasi.

Klik tautan yang disediakan dalam email untuk melanjutkan pendaftaran Anda (Lihat contohnya di Gambar 4)

# MEMBUAT AKUN

**EasyChair**  
The world for scientists

Help / Log in

## Create an EasyChair Account: Last Step

Hello Zafira Salisabilah! To complete the creation of your account please fill out the following form. You should create the account within 30 minutes, otherwise you will have to fill out this form from scratch.

To use EasyChair, you must agree to its [Terms of Service](#) ([view terms](#)), ([download terms](#)).

I agree to EasyChair Terms of Service.

Enter your personal data.

First name<sup>†</sup>:

Last name<sup>\*</sup>:

Organization<sup>\*</sup>:

Country/region<sup>\*</sup>:

The Web page is used to provide a link to it on some EasyChair pages, for example when you are mentioned as an author in a published conference program. It is optional. Please do not use the Web page of your organization here: if you fill this out, it should only be your personal Web page.

Your personal Web page:

Enter your account information. Note that user names are case-insensitive

User name<sup>\*</sup>:

Password<sup>\*</sup>:

Retype the password<sup>\*</sup>:

**Create my account**

<sup>†</sup> Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, [read the Help article about names](#).

You may also be interested about [our policy for using personal information](#).

## Langkah 4:

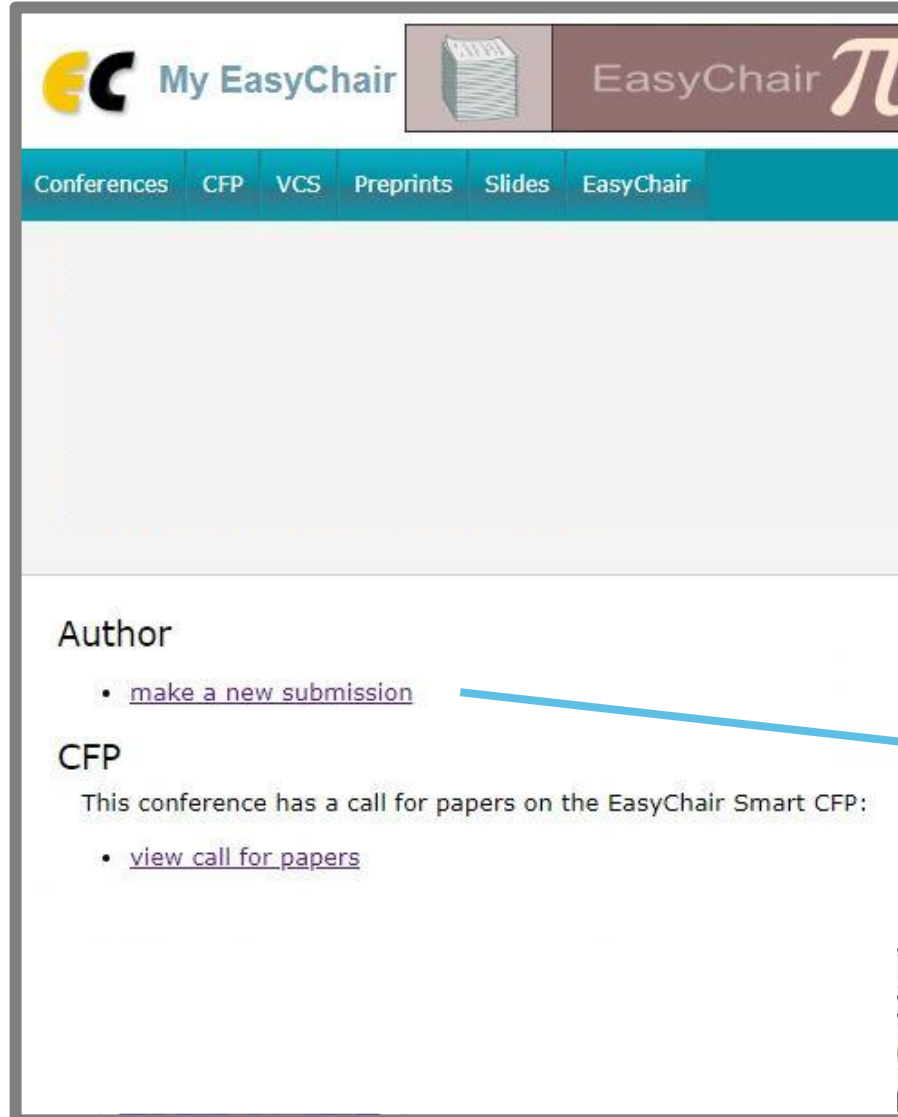
Lengkapi pendaftaran Anda (di browser Anda) dengan melengkapi semua informasi yang diperlukan dan klik Create my account (Gambar 5).

Pendaftaran berhasil dilakukan. Untuk Login ke halaman web EasyChair ICOR 2020, gunakan Username dan Password Anda.

Tautan ke submission system melalui halaman web konferensi atau di sini:

ICOR-ST 2020: <https://easychair.org/conferences/?conf=icorst2020>  
ICOR-SH 2020: <https://easychair.org/conferences/?conf=icorsh2020>

Gambar 5: Form data pribadi



Gambar 6: Halaman Utama

## Bagian 2: Submit Abstrak ke EasyChair ICOR 2020

- Buka halaman web EasyChair ICOR 2020:  
ICOR-ST 2020: <https://easychair.org/conferences/?conf=icorst2020>  
ICOR-SH 2020: <https://easychair.org/conferences/?conf=icorsh2020>
- Gunakan Username dan Password Anda untuk Login (Gambar 1).
- Pada Bagian Author, Klik make a new submission (Gambar 6)



# SUBMIT ABSTRAK

**Author 1** ([click here to add yourself](#))

First name<sup>†</sup>:

Last name <sup>\*</sup>:

Email: <sup>\*</sup>

Country/region: <sup>\*</sup>

Organization: <sup>\*</sup>

Web page:

corresponding author

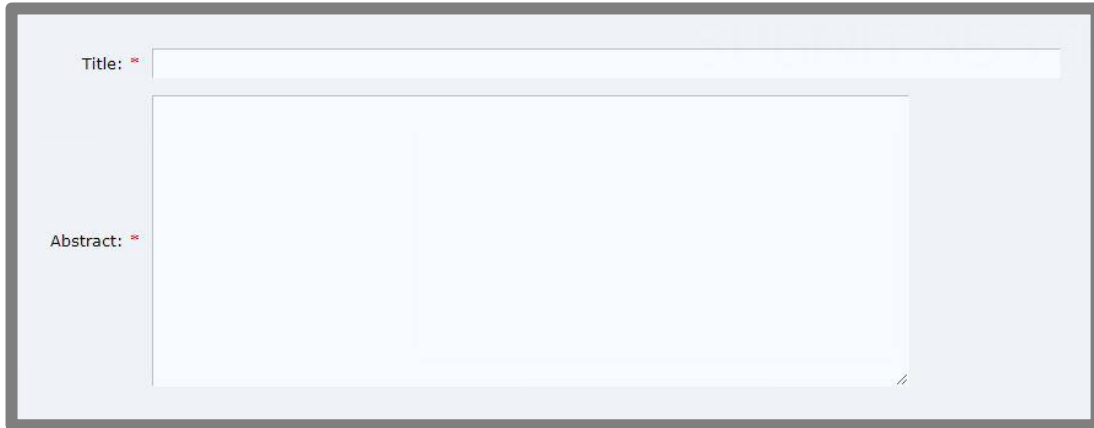
[Click here to add more authors](#)

<sup>†</sup> Note: leave first name blank if there is no first name. If you are not sure how to divide a name into the first and last name, [read the Help article about names.](#)

- Pada langkah selanjutnya, harap isi informasi penulis (Author). Anda dapat mempercepatnya dengan meng-klik bagian [click here to add yourself](#).
- Harap ceklis corresponding author jika Anda seorang corresponding author
- Jika Anda ingin menambahkan author lagi, maka pilih [Click here to add more authors](#).

**Gambar 7: Form Informasi Author**

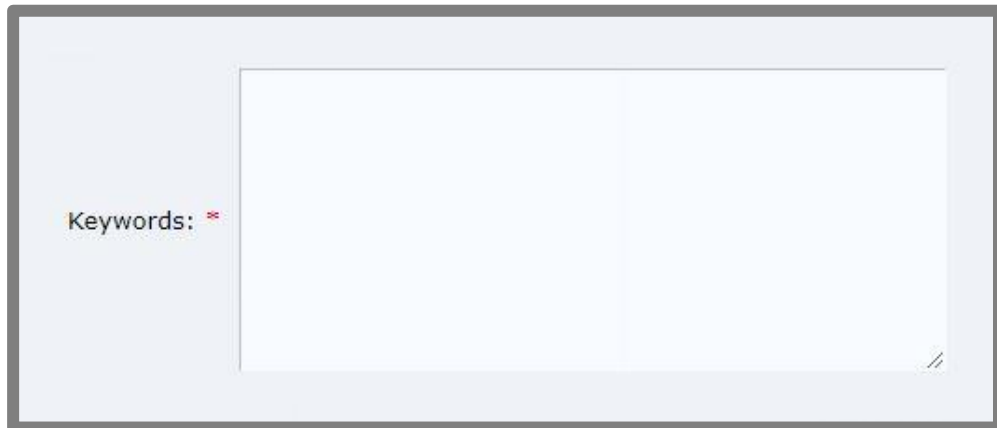
# SUBMIT ABSTRAK



The image shows a web form for submitting an abstract. It has a light blue background. On the left side, there are two labels: 'Title: \*' and 'Abstract: \*', where the asterisks are in red. To the right of the 'Title' label is a single-line text input field. Below the 'Abstract' label is a large, multi-line text area for entering the abstract content.

**Gambar 8: Form Judul dan Abstrak**

→ Pada bagian ini diharuskan untuk mengisi Judul dan Abstraknya (Gambar 8)



The image shows a web form for submitting keywords. It has a light blue background. On the left side, there is a label 'Keywords: \*' where the asterisk is in red. To the right of this label is a large text area for entering the keywords.

**Gambar 9: Form Keyword**

→ Pada langkah ini masukkan daftar kata kunci yang menggambarkan paper Anda. Anda harus menentukan setidaknya tiga kata kunci, satu kata per baris

# SUBMIT ABSTRAK

The following part of the submission form was added by ICORST 2020. It has neither been checked nor endorsed by EasyChair

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**Paper.** Upload your paper. The paper must be in PDF format (file extension .pdf)

No file chosen

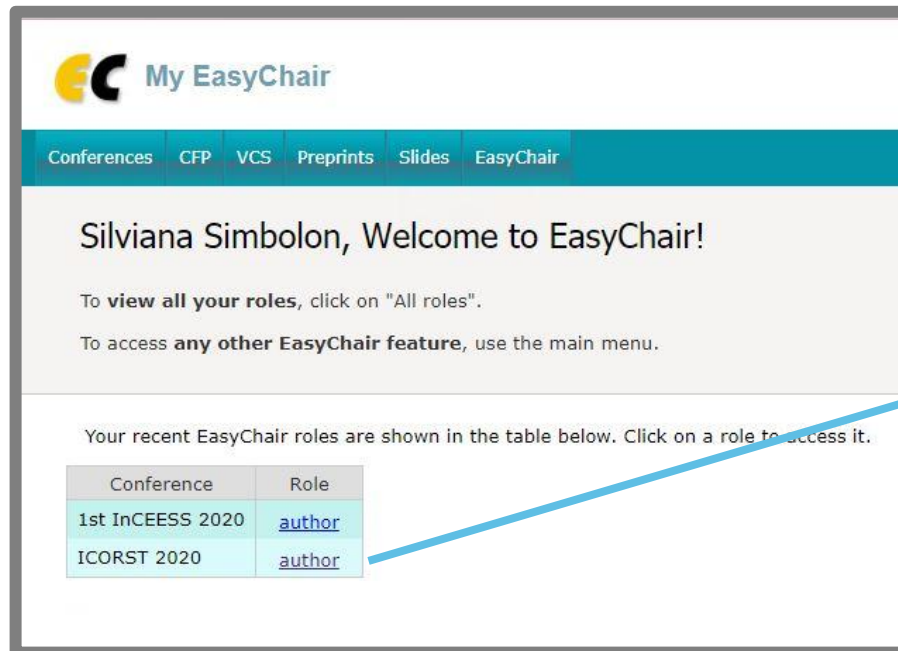
Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

Gambar 10: Upload File

Terakhir, anda harus mengunggah file dokumen abstrak Anda dengan meng-klik Choose File (Gambar 10).

Kemudian klik Tombol Submit (Gambar 10). Jangan tekan tombol dua kali karena Ketika mengunggah membutuhkan sedikit waktu.

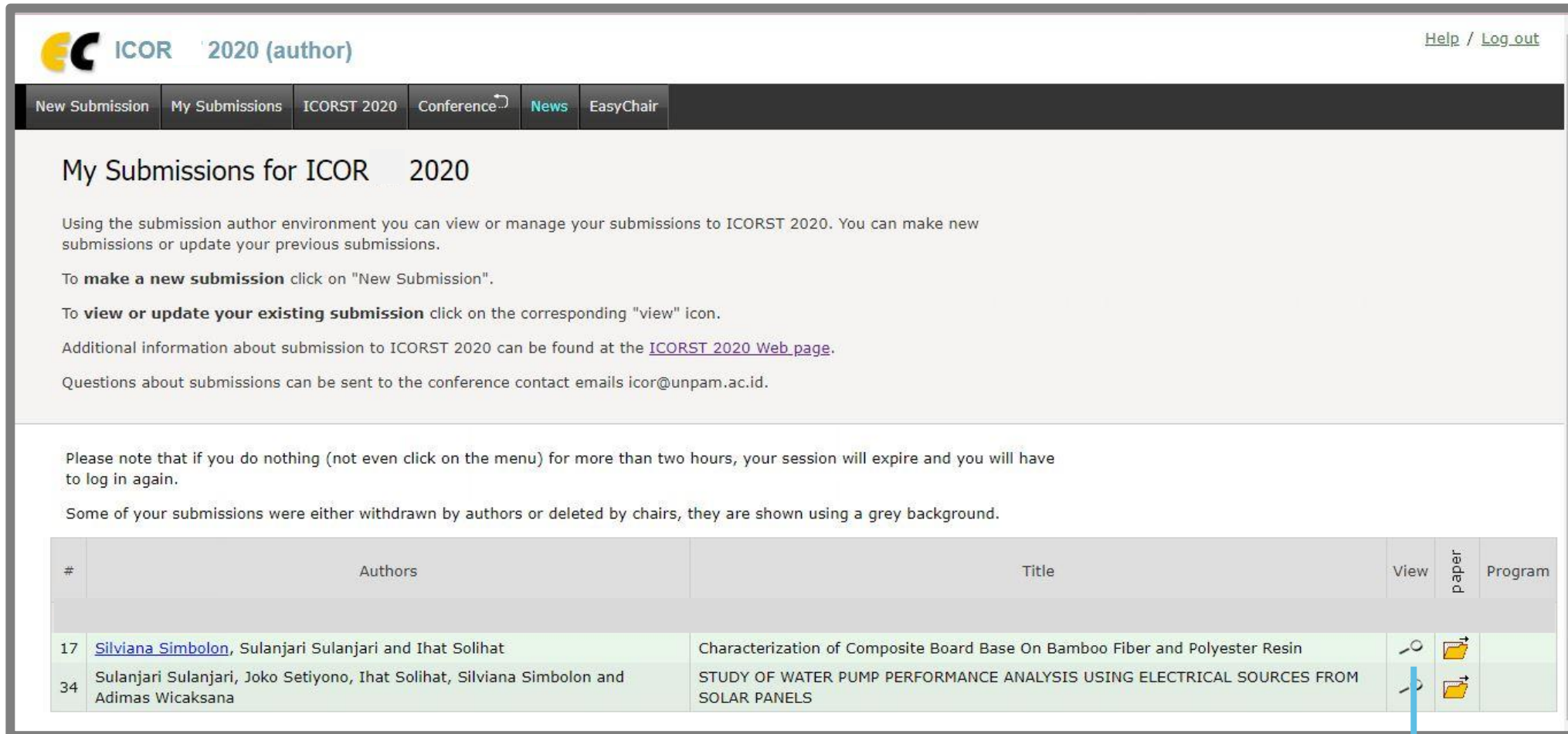


Gambar 11: Halaman Utama

### Bagian 3: Upload Full Paper ke EasyChair ICORST 2020

- Gunakan Username dan Password Anda untuk Login
- Pada Daftar Conference, Klik **author** pada salah satu conference, pilih ICORST 2020 atau ICORSH 2020

# UPLOAD FULL PAPER



EC ICORST 2020 (author) [Help / Log out](#)

New Submission My Submissions ICORST 2020 Conference News EasyChair

## My Submissions for ICORST 2020

Using the submission author environment you can view or manage your submissions to ICORST 2020. You can make new submissions or update your previous submissions.

To **make a new submission** click on "New Submission".





To **view or update your existing submission** click on the corresponding "view" icon.

Additional information about submission to ICORST 2020 can be found at the [ICORST 2020 Web page](#).

Questions about submissions can be sent to the conference contact emails [icor@unpam.ac.id](mailto:icor@unpam.ac.id).

Please note that if you do nothing (not even click on the menu) for more than two hours, your session will expire and you will have to log in again.

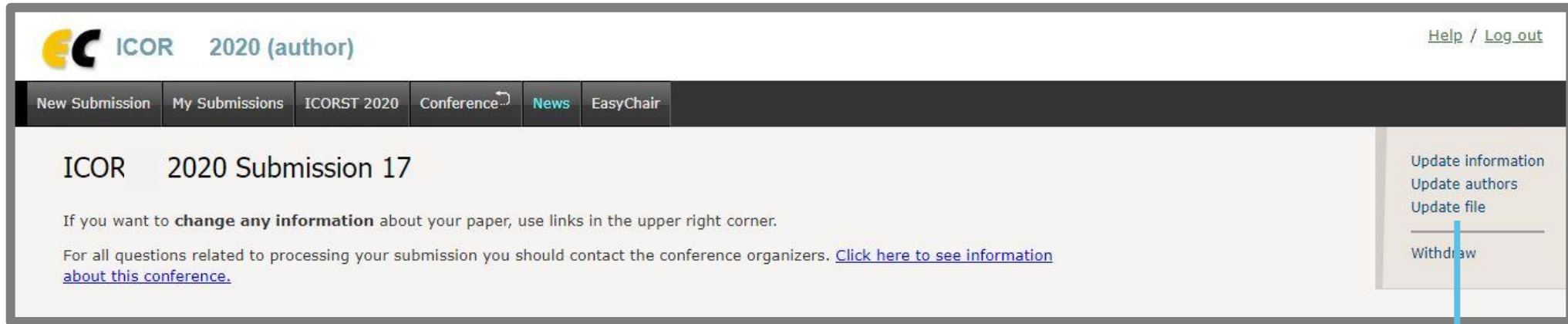
Some of your submissions were either withdrawn by authors or deleted by chairs, they are shown using a grey background.

#	Authors	Title	View	paper	Program
17	<a href="#">Silviana Simbolon</a> , Sulanjari Sulanjari and Ihat Solihat	Characterization of Composite Board Base On Bamboo Fiber and Polyester Resin			
34	Sulanjari Sulanjari, Joko Setiyono, Ihat Solihat, Silviana Simbolon and Adimas Wicaksana	STUDY OF WATER PUMP PERFORMANCE ANALYSIS USING ELECTRICAL SOURCES FROM SOLAR PANELS			

Gambar 12: Daftar Submit

- Pada bagian View, klik icon pencarian pada artikel

# UPLOAD FULL PAPER



Gambar 13: Informasi Submit

- Klik **Update file** di sebelah kanan layar

# UPLOAD FULL PAPER

- Pada bagian ini klik tombol **Choose File** untuk mengupload full paper
- Paper yang di-upload harus dalam format PDF dengan ukuran file tidak lebih dari **5 MB**
- Kemudian klik tombol **Submit**. Jangan tekan tombol dua kali karena ketika mengunggah membutuhkan sedikit waktu.
- Notifikasi **“The file has been uploaded”** akan muncul setelah file full paper berhasil di-upload.

EC ICOR 2020 (author)

New Submission My Submissions ICORST 2020 Conference News EasyChair

### Update a File for Submission 17

Use the form below to **upload or update** a file for your submission.  
To **delete** the file, use the rightmost column.

File	Admissible file extensions	Current version	Delete
<b>Paper.</b> Upload your paper. The paper must be in PDF format (file extension .pdf) Choose File No file chosen	PDF (extension pdf)		

**Submit**

Gambar 14: Form Update File



Gambar 15: Notifikasi Berhasil Upload Full Paper

Terima kasih

