

New Submission System

Sign-In & Registration Guide

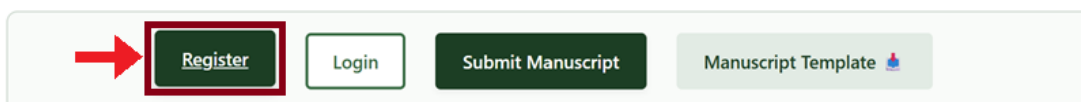


⚠️ All accounts from the old platform have been deleted. You must create a new account — you may reuse your previous username.

A. Registration

Step 1 — Click Register

Go to <https://submission2-journal.ipb.ac.id/jpsl/submission> and click the green **Register** button.



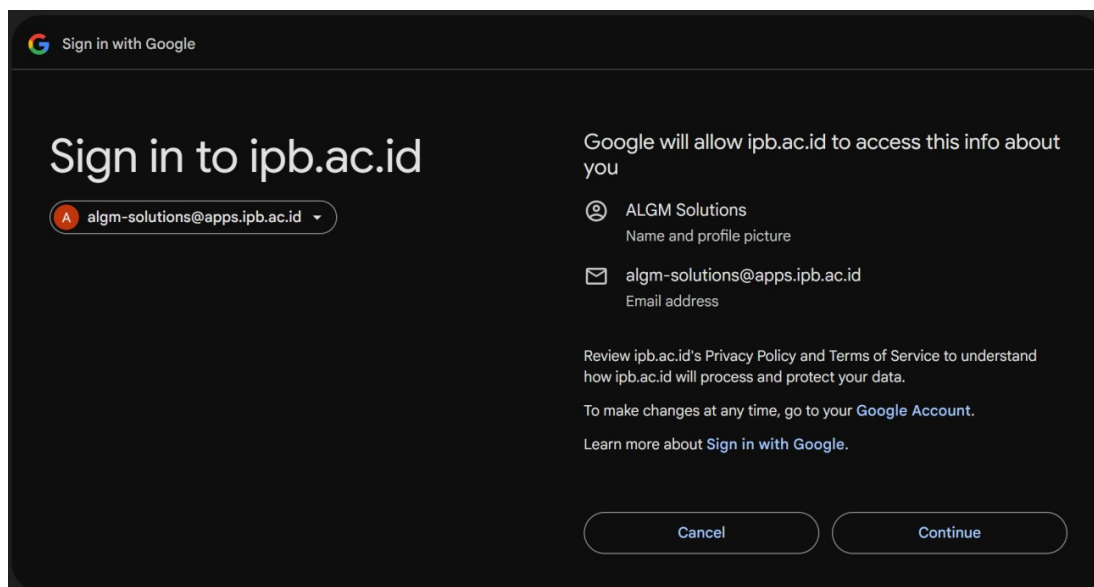
Step 2 — Sign in with Google

Click Sign in with Google. You can use your personal Gmail or your institution account under Google Workspace.



Step 3 — Click Continue

A Google permission screen will appear. Click Continue to proceed.



Step 4 — Select "No, I'm new to this Site"

When asked if you already have an account, click "No, I'm new to this Site."

Do you already have an account?

[Yes, I already have an account.](#)

[No, I'm new to this Site.](#)

Step 5 — Fill in the registration form

Complete all required fields (Given Name, Family Name, Email, Username, Affiliation, Country), then click Complete registration.

Additional information is required to register:

Given Name *

Michael

Family Name *

Jackson

Email *

jackson.michael@apps.ipb.ac.id

Username *

jacksonm

Affiliation *

University of Blablabla

Country *

Indonesia

Yes, I would like to be notified of new publications and announcements.

[Complete registration](#)

Step 6 — Click "Edit My Profile"

Your account is created. On the confirmation screen, click Edit My Profile — you still need to set your role as Author.

Registration complete

Thanks for registering! What would you like to do next?

- [Edit My Profile](#)
- [Continue Browsing](#)

Step 7 — Open the Roles tab

In your Profile page, click the Roles tab.

Profile

Identity **Contact** Roles Public Password Notifications API Key [Help](#)

Username
jacksonm

Name

*Given Name ** *Family Name*

Please provide the full name as the author should be identified on the published work. Example: Dr. Alan P. Mwandenga

Preferred Public Name

Your data is stored in accordance with our [privacy statement](#).

Required fields are marked with an asterisk: *

Step 8 — Set your role as Author

Find "JPSL – Online Submission System", tick Author, scroll down, and click Save. You will see a green confirmation: "Your changes have been saved."

JPSL - Online Submission System

- Reader
- Author
- Reviewer

B. Signing In (Returning Users)

Once registered, you only need to sign in to check your manuscript progress or submit a new one.

- Click Sign in with Google.
- After signing in, click the profile icon at the top right corner, then select Submissions.
- Monitor your manuscript status, or click New Submission to submit a new manuscript.



Profile

Identity

Contact

Roles

Public

Password

Notifications

API Key

Help

Username

jacksonm

Name

Michael

*Given Name **

Jackson

Family Name

Please provide the full name as the author should be identified on the published work. Example: Dr. Alan P. Mwandenga

Preferred Public Name

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Required fields are marked with an asterisk: *

Save