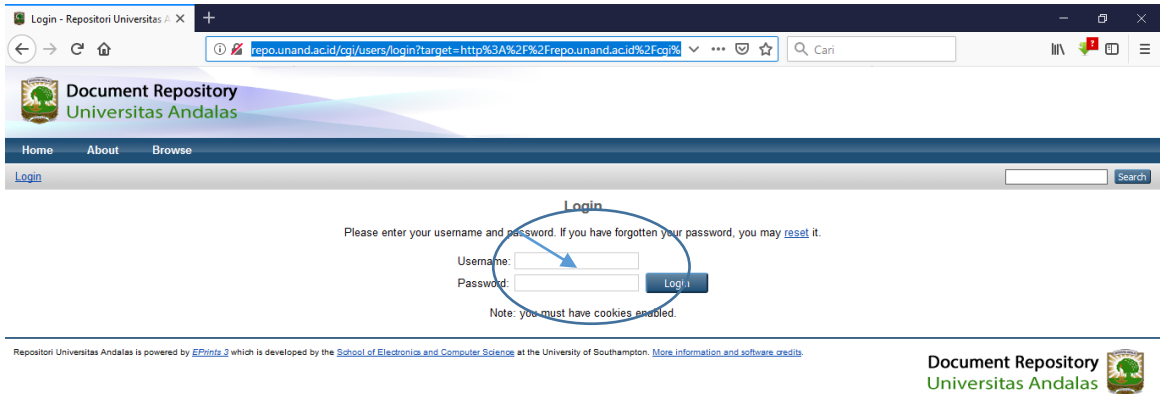


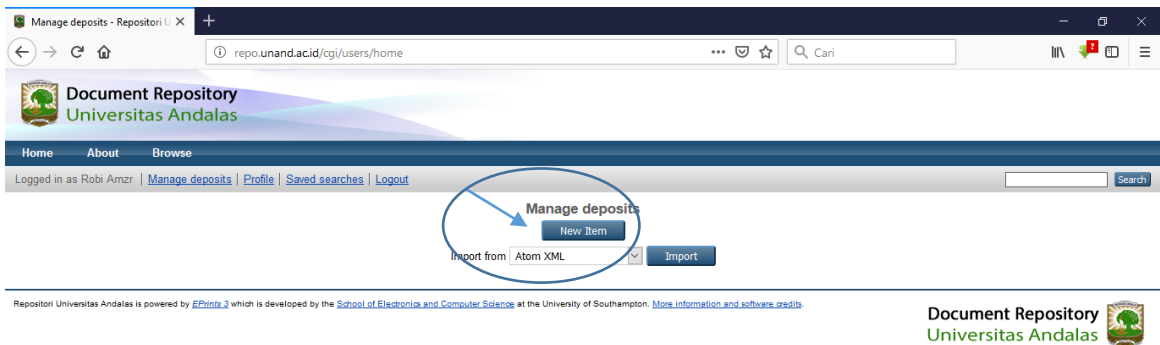
Cara Upload bahan di REPOSITORY UNAND

Oleh : Robi Amizar, S.Pt,M.Si

1. Kunjungi website Repository dan Login menggunakan akun yang sudah diminta ke LPTIK UNAND
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2. Pilih New Item



NB: Jika diakses diluar kampus menggunakan Wifi/hotspot, biasanya setiap proses disuruh minta masukkan lagi username dan password

3. Pilih “Artikel” jika ingin melampirkan Jurnal, atau pilih “Other” jika ingin upload “SK atau Bukti lainnya”.

Contoh, kita pilih “Other” kemudian pilih “Next”.

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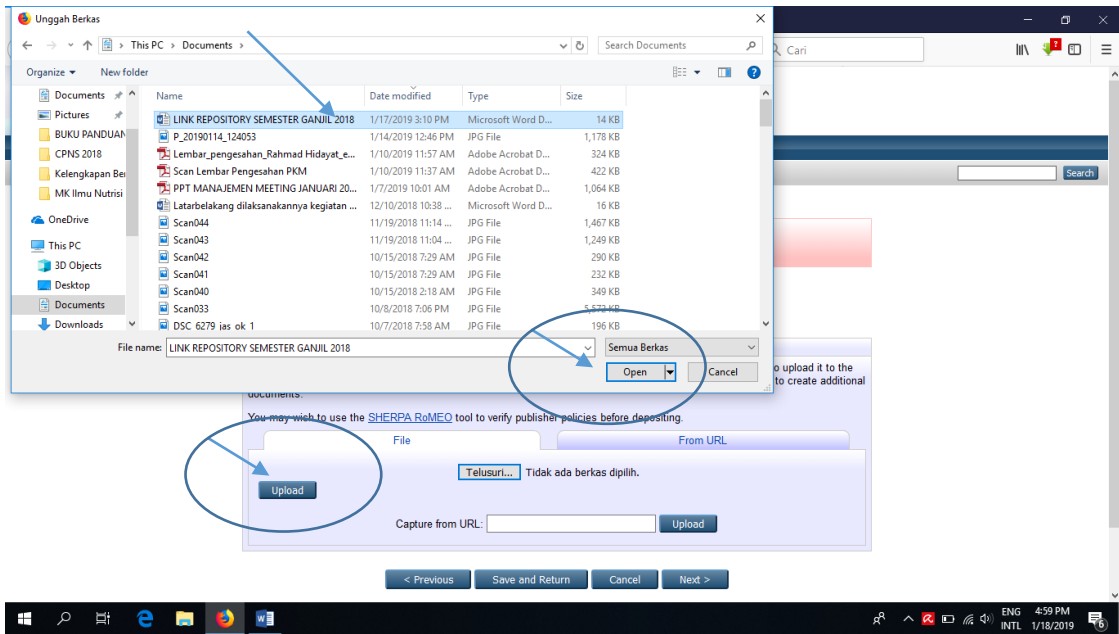
ENG 4:48 PM
INTL 1/18/2019

4. Kemudian pilih “Telusuri” untuk memilih bahan yang akan dilampirkan.

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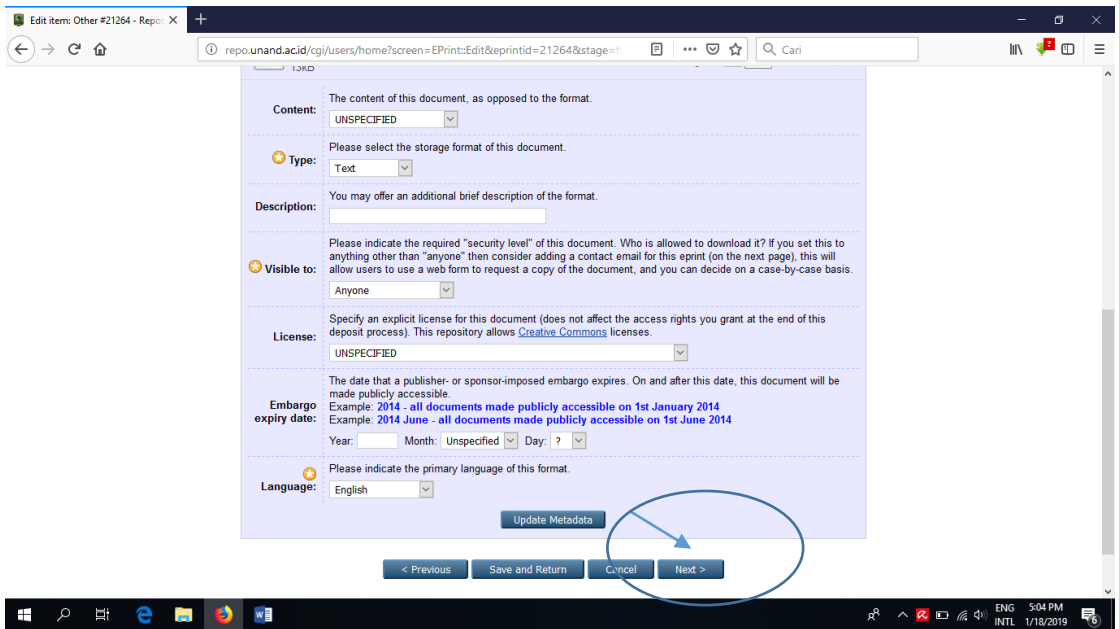
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Setelah File dipilih, kemudian pilih “Open”
Selanjutnya, pilih “Upload”

Selanjutnya, pilih “Next”



5. Isi semua kolom yang ada tanda “Bintangnya”
Kemudian Pilih “Next”

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6. Pilih "Add AI Indexes (General)"

The screenshot shows the 'Subjects' selection interface. At the top, it says 'Edit item: LINK REPOSITORY SEMESTER GANJIL' with navigation buttons for 'Type', 'Upload', 'Details', 'Subjects', and 'Deposit'. Below this are buttons for '< Previous', 'Save and Return', 'Cancel', and 'Next >'. The main area is titled 'Subjects' and contains the instruction: 'Please select at least one main subject category, and optionally up to two other subject categories you think are appropriate for your submission, from the list below.' There is a search box with 'Search' and 'Clear' buttons. A list of subject categories is shown, with 'A General Works' expanded. Under 'A General Works', 'AI Indexes (General)' is highlighted with a blue circle. Other categories include 'AC Collections. Series. Collected works', 'AM Museums (General). Collectors and collecting (General)', 'AS Academies and learned societies (General)', 'AZ History of Scholarship The Humanities', 'B Philosophy. Psychology. Religion', and 'Z719 Libraries (General)'. The Windows taskbar at the bottom shows the date and time as 5:23 PM on 1/18/2019.

Muncul seperti berikut :

Selanjutnya pilih "Next"

The screenshot shows the 'Subjects' selection interface after the 'AI Indexes (General)' option has been selected. The 'Remove AI Indexes (General)' link is now visible next to the selected option. The 'Next >' button at the bottom of the 'Subjects' panel is highlighted with a blue circle. The rest of the interface, including the navigation buttons and search box, remains the same. The Windows taskbar at the bottom shows the date and time as 5:27 PM on 1/18/2019.

7. Pilih "Deposit Item Now"

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