RISTEKDIKTI

2013
citation
2015
2014
2016
Open Journal System (OJS)
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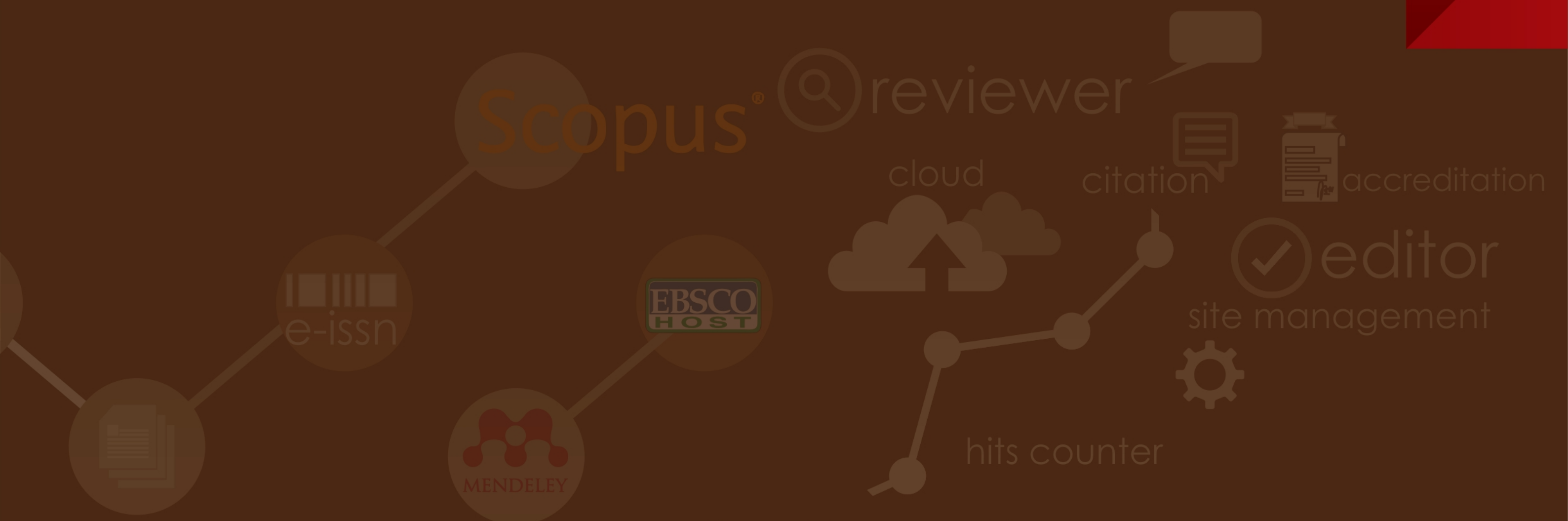
Google Scholar
EBSCO
DOAJ
Scopus

PEDOMAN

TATA KELOLA JURNAL

Menuju Bereputasi Internasional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Direktorat Pengelolaan Kekayaan Intelektual
Direktorat Jenderal Penguatan Riset dan Pengembangan
Kementerian Riset, Teknologi, dan Pendidikan Tinggi
2017

PEDOMAN

TATA KELOLA JURNAL

Menuju Bereputasi Internasional

Kementerian Riset, Teknologi, dan Pendidikan Tinggi
Direktorat Jenderal Penguatan Riset dan Pengembangan
2017

Penyusun
Lukman
Edy Soewono
Istadi
Komang G Wiryawan
Tole Sutikno

Desain Sampul dan Tata Letak
Deden Sumirat Hidayat

Tim Pendukung:
Suwitno
Luthfi Ilham Ramdhani
Yoga Dwi Arianda
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Fajar Sandi Prawoco

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Direktorat Pengelolaan Kekayaan Intelektual
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Kata Pengantar

Direktur Pengelolaan Kekayaan Intelektual
Kementerian Riset, Teknologi, Dan Pendidikan Tinggi

Kementerian Riset, Teknologi dan Pendidikan Tinggi mulai tahun 2013 melakukan upaya yang intensif untuk mendorong peningkatan jurnal nasional menjadi jurnal bereputasi internasional terindeks di Scopus maupun Web of Science mengingat sampai Mei 2017 baru 32 jurnal Indonesia yang terindeks Scopus. Upaya tersebut dilaksanakan dalam bentuk workshop untuk memberikan pemahaman dan pendampingan sehingga dapat terindeks di pengindeks bereputasi dan memberikan hibah tata kelola jurnal internasional serta insentif bagi jurnal terindeks.

Sebagai tindak lanjut dari kegiatan internasionalisasi jurnal yang telah dilakukan pada tahun 2013-2016, maka Kemristekdikti pada tahun 2017 mengadakan kegiatan Workshop **Asistensi Tata Kelola Jurnal Menuju Bereputasi Internasional.** Workshop tersebut bertujuan antara lain:

1. Melakukan identifikasi terhadap penerbitan jurnal-jurnal ilmiah di Indonesia yang berpotensi untuk menjadi jurnal bereputasi internasional
2. Memberikan pembinaan terhadap jurnal-jurnal ilmiah yang memiliki potensi bereputasi internasional untuk segera melakukan aksi nyata untuk menjadi jurnal bereputasi internasional

Dalam workshop tersebut pengelola jurnal melakukan presentasi tentang capaian kinerja dan program kerja jurnalnya dan diberikan arahan dari narasumber sehingga dapat mengikuti ketentuan jurnal bereputasi internasional. Sebelum pengelola jurnal melakukan presentasi maka akan diberikan pengantar dan arahan terkait strategi pengembangan jurnal menjadi jurnal bereputasi internasional dari lima narasumber sebagai berikut:

1. Pengantar Kebijakan dan Evaluasi Jurnal Bereputasi Internasional
2. Strategi Indeksasi dan Pengembangan Website Jurnal di Pengindeks Internasional Bereputasi
3. Strategi Penyiapan Naskah dan Pengembangan dan Gaya Selingkung Artikel Ilmiah Bermutu di Jurnal Internasional Terindeks
4. Etika Publikasi Internasional jurnal internasional, dan Success Story Terindeks Scopus
5. Mekanisme ASEAN Citation Index

Buku ini diterbikan bagi peserta yang hadir dalam workshop dan pengelola jurnal yang tidak berkesempatan hadir dapat menggunakan buku ini sebagai panduan dalam pengelolaan jurnal menuju bereputasi internasional. Harapan akhir dari workshop dan terbitnya buku ini adalah meningkatnya jurnal Indonesia yang bereputasi internasional dan terindeks Scopus sehingga akan meningkatkan reputasi dan meningkatkan hasil penelitian Indonesia di internasional.

Direktur
Pengelolaan Kekayaan Intelektual

Sadjuga

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BAB 1. Kebijakan Internasionalisasi dan Indeksasi Jurnal Ilmiah

A. Kebijakan Internasionalisasi Jurnal

Jurnal Ilmiah Bereputasi Internasional bertujuan untuk mendiseminasikan hasil penelitian secara global, sehingga diakui di tingkat internasional yang berdampak pada peningkatan jumlah sitasi artikel dan jurnal. Hal tersebut ditandai dengan diterimanya jurnal oleh lembaga pengindeks internasional bereputasi. Jurnal internasional adalah jurnal yang memenuhi kriteria sebagai berikut (Dirjen Dikti, 2014) :

- Karya ilmiah yang diterbitkan ditulis dengan memenuhi kaidah ilmiah dan etika keilmuan
- Memiliki ISSN
- Ditulis dengan menggunakan bahasa resmi PBB (Inggris, Perancis, Arab, Rusia, Spanyol dan Tiongkok)
- Memiliki terbitan versi online
- Dikelola secara profesional
- Editorial Board (Dewan Redaksi) adalah pakar di bidangnya dan biasanya berasal dari berbagai negara.
- Artikel ilmiah yang diterbitkan dalam satu issue berasal dari penulis berbagai negara

Jurnal internasional bereputasi adalah jurnal yang memenuhi kriteria jurnal internasional dengan kriteria tambahan terindeks oleh database internasional. Indeksasi adalah sebuah proses untuk mendaftarkan suatu jurnal pada lembaga pengindeks bereputasi, lembaga pengindeks akan membantu jurnal yang bersangkutan mempromosikan jurnalnya kepada publik. Sebuah jurnal yang terindeks di banyak lembaga pengindeks secara tidak langsung akan memudahkan proses sitasinya secara global dengan meningkatnya sitasi terhadap jurnal tersebut, reputasi jurnal otomatis akan naik.

Sampai 19 Mei 2017 jurnal yang sudah terindeks di DOAJ terdapat 572 jurnal dan Indonesia menduduki peringkat 4, perkembangan jurnal terindeks di DOAJ dari tahun 2009 sampai 2017 dapat dilihat dalam tabel 1.1 (DOAJ, 2017b). Sementara jurnal yang terindeks Scopus sampai April 18 April 2017 baru 32 jurnal seperti ditunjukkan dalam tabel 1.2, dan perbandingan jumlah jurnal terindeks Scopus sesama negara Asean dapat dilihat dalam tabel 1.3, sementara ini belum ada satupun jurnal Indonesia yang terindeks oleh *Science citation Index expandes web of science.*

Tabel 1. 1 Perkembangan Jurnal Indonesia Terindeks di DOAJ

Tahun	Pertambahan	Jumlah Jurnal	Peringkat Dunia
2009	3	3	66
2010	11	14	49
2011	13	27	44
2012	16	43	35
2013	65	108	26
2014	5	113	22
2015	116	229	14
2016	238	467	6
2017*(Mei)	137	604	3

Sumber: (DOAJ, 2017b)

Tabel 1. 2 Daftar jurnal di Indonesia bereputasi internasional yang terindeks di pengindeks internasional bereputasi tinggi (Scopus)

No	Nama Jurnal Ilmiah	ISSN	Penerbit
1	Critical Care and Shock	1410-7767	Indonesian Society of Critical Care Medicine
2	Acta Medica Indonesiana	0125-9326	Indonesian Society of Internal Medicine
3	International Journal of Electrical Engineering and Informatics	2085-6830	The School of Electrical Engineering and Informatics, Institut Teknologi Bandung
4	Gadjah Mada International Journal of Business	1411-1128	Universitas Gadjah Mada
5	International Journal of Technology	2086-9614	Universitas Indonesia
6	Biotropia	0215-6334	Southeast Asian Regional Centre for Tropical Biology (SEAMEO BIOTROP)
7	International Journal of Power Electronics and Drive Systems	2088-8694	Institute of Advanced Engineering and Science (IAES)
8	Bulletin of Chemical Reaction Engineering & Catalysis	1978-2993	Universitas Diponegoro
9	TELKOMNIKA	1693-6930 / 2087-278X	Universitas Ahmad Dahlan dan Institute of Advanced Engineering and Science (IAES)
10	Indonesian Journal of Chemistry	1411-9420	Universitas Gadjah Mada
11	Kukila	0216-9223	Indonesian Ornithology
12	Journal of ICT Research and Applications	2337-5787	Institut Teknologi Bandung
13	Journal of Mathematical and Fundamental Sciences	2337-5760	Institute for Research and Community Services, Institut Teknologi Bandung
14	Journal of Engineering and Technological Sciences	2337-5779	Institut Teknologi Bandung
15	Agrivita	0126-0537	Universitas Brawijaya
16	Al-Jami’ah	0126-012X (2338-557X)	UIN Sunan Kalijaga

17	International Journal of Electrical and Computer Engineering	2088-8708	Institute of Advanced Engineering and Science (IAES)
18	Biodiversitas	1412-033X (2085-4722)	Biology Department, Sebelas Maret University Surakarta
19	Indonesian Journal of Applied Linguistics	2301-9468	Universitas Pendidikan Indonesia
20	Studia Islamika	2355-6145	Center for the Study of Islam and Society (PPIM) Syarif Hidayatullah State Islamic University (UIN) Jakarta
21	Medical Journal of Indonesia	2088-5334	Faculty of Medicine, Universitas Indonesia
22	International Journal on Advanced Science, Engineering and Information Technology (IJASEIT)	2302-4046	Indonesian Society for Knowledge and Human Development (Insight)
23	Media Peternakan	0126-0472 / 2087-4364	Bogor Agricultural University
24	Journal of Indonesian Islam	1978-6301 / 2355-6994	State Islamic University (UIN) of Sunan Ampel Surabaya
25	Indonesian Journal of Electrical Engineering and Computer Science	2502-4752 / 2502-4760	Institute of Advanced Engineering and Science (IAES)
26	Journal of the Indonesian Tropical Animal Agriculture	2460-6278	Faculty of Animal and Agricultural Sciences, Diponegoro University and Indonesian Society of Animal Agriculture
27	Indonesian Journal of Geography	2354-9114	Universitas Gadjah Mada
28	Bulletin of Electrical Engineering and Informatics	2089-3191 / 2302-9285	Institute of Advanced Engineering and Science
29	Jurnal Pendidikan IPA Indonesia	2339-1286 / 2089-4392	Universitas Negeri Semarang
30	Hayati Journal of Biosciences	1978-3019 / 2086-4094	Bogor Agricultural University (Department of Biology)
31	Indonesian Journal of Electrical Engineering and Informatics (IJEEI)	2089-3272	Institute of Advanced Engineering and Science
32	Atom Indonesia	0126-1568 2356-5322	Center for Informatics and Nuclear Strategic Zone Utilization, National Nuclear Energy Agency

Tabel 1. 3 Perbandingan Jurnal Terindeks Scopus di Negara Asean

Negara	2011	2015	2016
Malaysia	46	79	84
Thailand	26	26	28
Philiphine	13	22	23
Indonesia	8	20	25

Dalam upaya mendorong jurnal yang terbit di Indonesia sehingga terindeks di lembaga pengindeks bereputasi, Kementerian Riset Teknologi dan Pendididikan

Tinggi mulai tahun 2012 telah melakukan beberapa langkah intervensi antara lain penyusunan instrumen akreditasi jurnal elektronik untuk standarisasi jurnal sesuai tata kelola e-journal, melanggankan *database e-journal* sehingga meningkatkan kualitas artikel yang diterbitkan, melakukan workshop pengembangan jurnal elektronik dari mulai pelatihan instalasi aplikasi *open journal system (OJS*) sampai penggunaannya, melakukan workshop internasionalisasi jurnal sebagai langkah pendampingan jurnal dapat terindeks di Scopus, memberikan hibah internasionalisasi jurnal sebagai bantuan percepatan sehingga jurnal siap terindeks, dan memberikan insentif kepada jurnal yang sudah terindeks oleh Scopus.

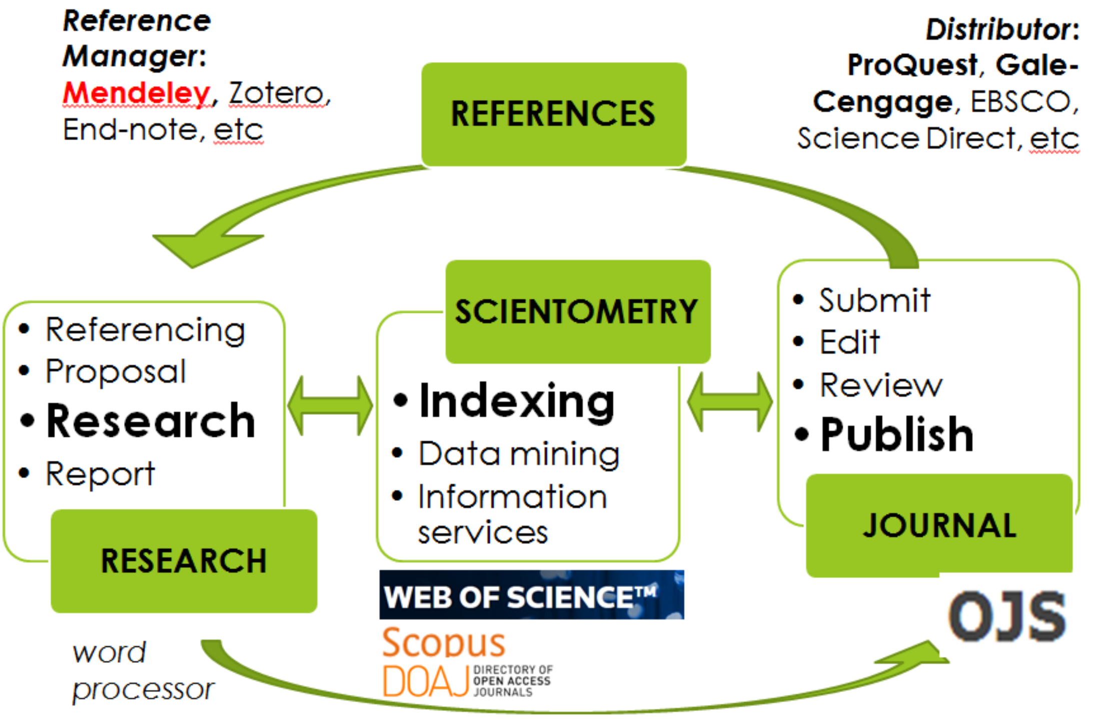
Tabel 1. 4 Langkah Intervensi Kementerian Riset Teknologi dan Pendidikan Tinggi untuk Meningkatkan Jurnal Terindeks Internasional Bereputasi

Solusi/Interverensi	Tujuan Interverensi
Penyusunan Instrumen Akreditasi Jurnal Elektronik	Meningkatkan mutu tata kelola jurnal sehingga sesuai standar
Langganan E-Journals	Meningkatkan kualitas artikel jurnal
Workshop Pengembangan Jurnal Elektronik & Pengelolaannya (Pelatihan OJS)	Meningkatkan kemampuan tata kelola jurnal elektronik
Workshop Internasionalisasi Jurnal	Meningkatkan jumlah jurnal terindeks internasional
Hibah Internasionalisasi Jurnal	Melakukan bantuan untuk percepatan sehingga jumlah jurnal terindeks internasional meningjat
Hibah Jurnal Terindeks (Scopus, Thomson, DOAJ)	Memberikan apresiasi atas upaya yang dilakukan sehingga jurnal dapat terindeks

Target utama dari Kemenristekdikti adalah banyaknya jurnal Indonesia yang terindeks di Scopus atau Web of Science. Saat ini Scopus merupakan database abstrak dan sitasi terlengkap dan terbesar dengan lebih dari 21.500 jurnal dari 5.000 penerbit internasional yang melalui proses review serta menyediakan analisis sitasi, kinerja penelitian, perbandingan negara dan institusi serta menyediakan jurnal metrik.

B. Indeksasi Jurnal

Mengirimkan naskah di jurnal ilmiah merupakan pertanggung jawaban dari capaian kegiatan penelitian yang dilakukan, *review* merupakan proses menilai tahapan ilmiah yang dilaksanakan apakah sesuai kaidah ilmiah dari suatu bidang ilmu, editing merupakan proses penataan naskah sehingga sesuai standar publikasi. Publikasi merupakan proses mendeklarasikan temuan penelitian, sitasi/kutipan merupakan bentuk penghargaan dan pengakuan serta kritik atas penelitian yang dilakukan sebelumnya. Penulisan daftar Pustaka (*reference*) memudahkan mencari sumber yang diacu dalam publikasi. Indeksasi dan distribusi jurnal memudahkan untuk mengirimkan jurnal sehingga sampai ke penulis dan penulis mudah dalam mencari penelitian sebelumnya untuk dijadikan referensi. Hal tersebut yang disebut ekosistem jurnal seperti tergambar dalam gambar 1.1.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Information services
Submit
Edit
Review
Publish
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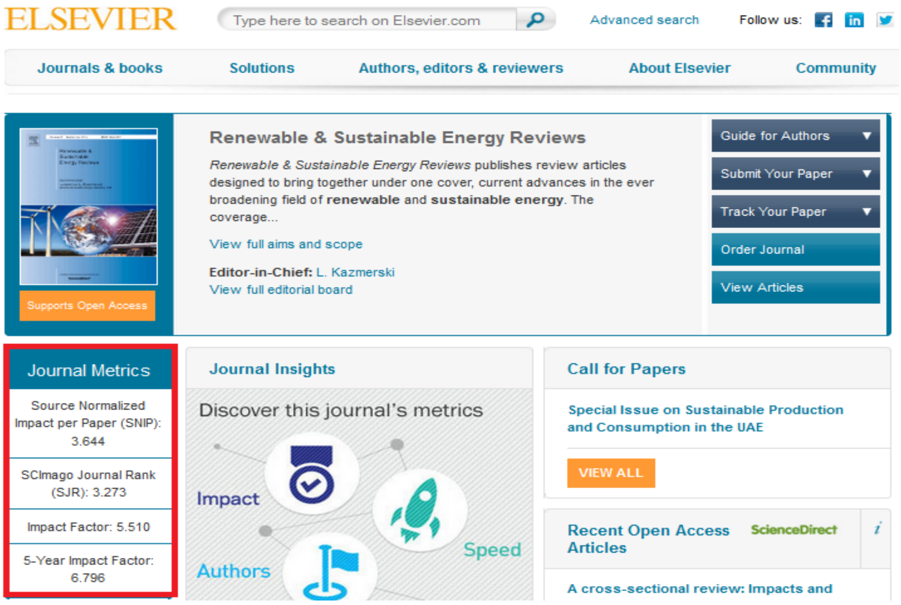
Scopus
DOAJ DIRECTORY OF OPEN ACCESS JOURNALS
OJS
word processor

Sumber: (Sjahbana & Lukman, 2016)

Gambar 1. 1 Ekosistem Jurnal

Indeksasi merupakan proses memasukkan jurnal sehingga dapat terintegrasi dengan jurnal lain untuk memudahkan pembaca mengakses publikasi dari hasil penelitian yang diterbikan (Lukman, 2017) . Lembaga pengindeks merupakan institusi dengan produknya tempat dimana jurnal kita akan diindekskan, lembaga pengindeks dikategorikan menjadi bereputasi rendah sedang dan tinggi, adapun kategori pengindeks bereputasi, ciri-ciri dan lembaga/namanya bisa dilihat dalam tabel 1.5. Contoh pencantuman lembaga pengindeks oleh penerbit jurnal dapat dilihat dalam gambar 1.2 sampai 1.5.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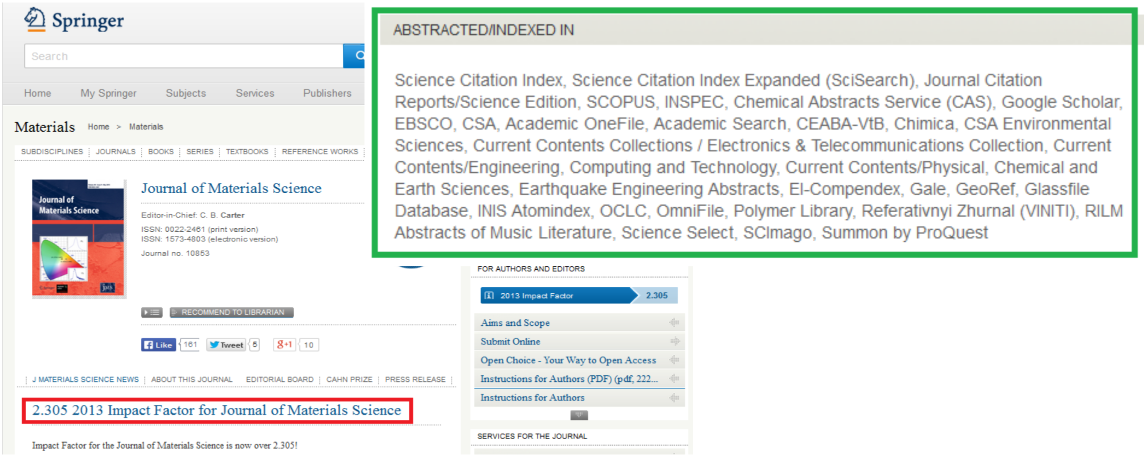
Gambar 1. 2 Informasi tentang abstracting & indexing di sebuah jurnal (published by Elsevier)

Tabel 1. 5 Kategorisasi pengindeks bereputasi

Kategori	Ciri-ciri	Lembaga/Nama Pengindeks
Bereputasi tinggi	meliputi berbagai bidang ilmu, mempunyai *database* terbesar di dunia, mempunyai perangkat untuk analisis sitasi dan pemeringkatan jurnal, menjadi acuan dalam pemeringkatan perguruan tinggi tingkat dunia, serta relatif sangat selektif untuk terindeks.	1. *Thomson Reuters/Web of Science (Science Citation Index Expanded)* 2. SCOPUS 3. dan/atau yang setara
Bereputasi sedang	dapat meliputi dan menjadi acuan pengindeksan di bidang ilmu tertentu, mempunyai *database* yang cukup besar, tidak perlu memiliki perangkat analisis sitasi dan pemeringkatan jurnal, relatif lebih selektif untuk bisa terindeks, termasuk di sini adalah agregator jurnal.	*1. Directory of Open Access Journal (DOAJ),* *2. EBSCO,* *3. Pubmed,* *4. Gale,* *5. Proquest,* *6. Chemical Abstract Services (CAS),* *7. CABI,* *8. Compendex, Engineering Village, Inspec,* *9. ASEAN Citation Index (ACI),* dan/atau yang setara
Bereputasi rendah	dapat meliputi dan menjadi acuan pengindeksan di bidang ilmu tertentu, mempunyai *database* yang cukup besar, tidak perlu memiliki perangkat analisis sitasi dan pemeringkatan jurnal, serta relatif tidak selektif untuk bisa terindeks	1. Google Scholar, 2. Indonesian Publication Index (portalgaruda.org) 3. ISJD, 4. Moraref, 5. Mendeley, 6. CiteULike, 7. WorldCat, 8. Sherpa/Romeo, dan/atau yang setara

Sumber: (Ditlitabmas, 2014)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Instructions for Authors
SERVICES FOR THE JOURNAL

Journal of Materials Science

Editor-in-Chief: C. B. Carter
ISSN: 0022-2461 (print version)
ISSN: 1573-4803 (electronic version)
Journal no. 10853

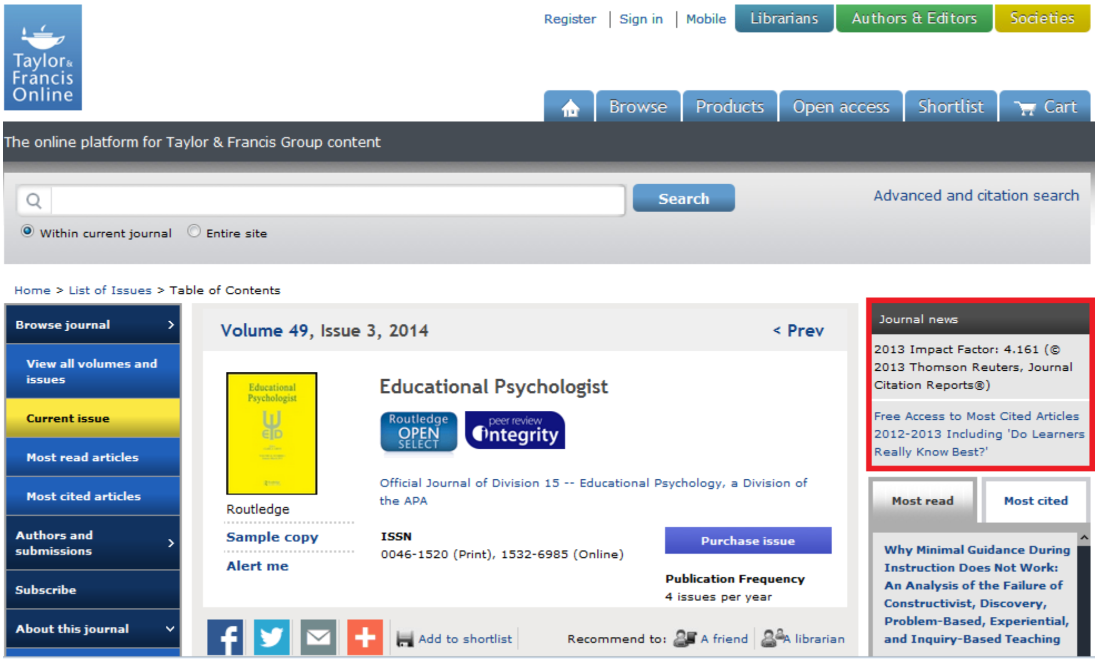
2.305 2013 Impact Factor for Journal of Materials Science

Impact Factor for the Journal of Materials Science is now over 2.305!

ABSTRACTED/INDEXED IN

Science Citation Index, Science Citation Index Expanded (SciSearch), Journal Citation Reports/Science Edition, SCOPUS, INSPEC, Chemical Abstracts Service (CAS), Google Scholar, EBSCO, CSA, Academic OneFile, Academic Search, CEABA-VtB, Chimica, CSA Environmental Sciences, Current Contents Collections / Electronics & Telecommunications Collection, Current Contents/Engineering, Computing and Technology, Current Contents/Physical, Chemical and Earth Sciences, Earthquake Engineering Abstracts, EI-Compendex, Gale, GeoRef, Glassfile Database, INIS Atomindex, OCLC, OmniFile, Polymer Library, Referativnyi Zhurnal (VINITI), RILM Abstracts of Music Literature, Science Select, SCImago, Summon by ProQuest

Gambar 1. 3 Informasi tentang abstracting & indexing di sebuah jurnal (published by Springer)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Most cited

Volume 49, Issue 3, 2014

Educational Psychologist

Routledge

Official Journal of Division 15 -- Educational Psychology, a Division of the APA

ISSN
0046-1520 (Print), 1532-6985 (Online)

Publication Frequency
4 issues per year

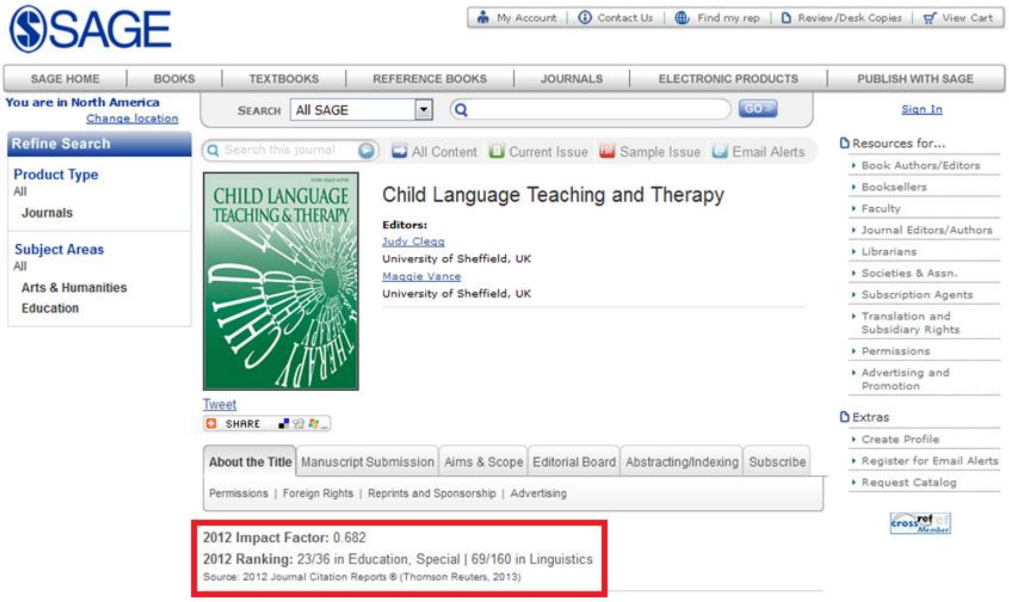
Journal news

2013 Impact Factor: 4.161 (© 2013 Thomson Reuters, Journal Citation Reports®)

Free Access to Most Cited Articles 2012-2013 Including 'Do Learners Really Know Best?'

Why Minimal Guidance During Instruction Does Not Work: An Analysis of the Failure of Constructivist, Discovery, Problem-Based, Experiential, and Inquiry-Based Teaching

Gambar 1. 4 Informasi tentang abstracting & indexing di sebuah jurnal (published by Taylor & Francis)


SAGE
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BOOKS
TEXTBOOKS
REFERENCE BOOKS
JOURNALS
ELECTRONIC PRODUCTS
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You are in North America
Change location
SEARCH All SAGE
GO
Sign In
Refine Search
Product Type
All
Journals
Subject Areas
All
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Subscription Agents
Translation and Subsidiary Rights
Permissions
Advertising and Promotion
Extras
Create Profile
Register for Email Alerts
Request Catalog
crossref Member

Child Language Teaching and Therapy

Editors:
Judy Clegg
University of Sheffield, UK
Maggie Vance
University of Sheffield, UK

2012 Impact Factor: 0.682
2012 Ranking: 23/36 in Education, Special | 69/160 in Linguistics
Source: 2012 Journal Citation Reports ® (Thomson Reuters, 2013)

Gambar 1. 5 Informasi tentang abstracting & indexing di sebuah jurnal (published by SAGE)

Untuk memantapkan kesiapan menuju lembaga pengindeks bereputasi diharapkan setiap pengelola jurnal memiliki daftar evaluasi (*check list*) kesiapan terindeks di lembaga pengindeks seperti dapat dilihat dalam tabel 1.6. Apabila semua check list tersebut sudah bisa terjawab ada maka secara prinsip jurnal sudah dapat mengajukan ke lembaga pengindeks.

Tabel 1. 6 Tabel Evaluasi Kesiapan Indeksasi

No	Kategori	Ada	Tidak
1	E-ISSN		
2	Jumlah Sitasi di Scopus		
3	Memiliki DOI		
4	Apakah Pernah berubah nama dan mendaftarkan nama baru ke ISSN		
5	Apakah sudah menyediakan “Publication Ethics Statement”		
6	Apakah semua kebijakan proses penerbitan jurnal sudah diisi lengkap		
7	Apakah panduan penulisan sudah dibuat lengkap beserta template penulisan		
8	Apakah Jurnal melalui proses review		
9	Apakah Arsip Artikel sudah lengkap sampai “current issue” dan terbit secara teratur selama dua tahun terakhir		
10	Apakah Artikel ditulis dalam bahasa Inggris		
11	Apakah sudah ada penulis dari beberapa negara		
12	Apakah sudah ada Editor dari beberapa negara dan memiliki publikasi internasional yang terindeks di Scopus atau Web Of Science		
13	Apakah sudah ada Reviewer dari beberapa negara dan memiliki publikasi internasional yang terindeks di Scopus atau Web Of Science		

Sumber: (Lukman, 2017)

1. Directory Open Acces Journal (DOAJ)

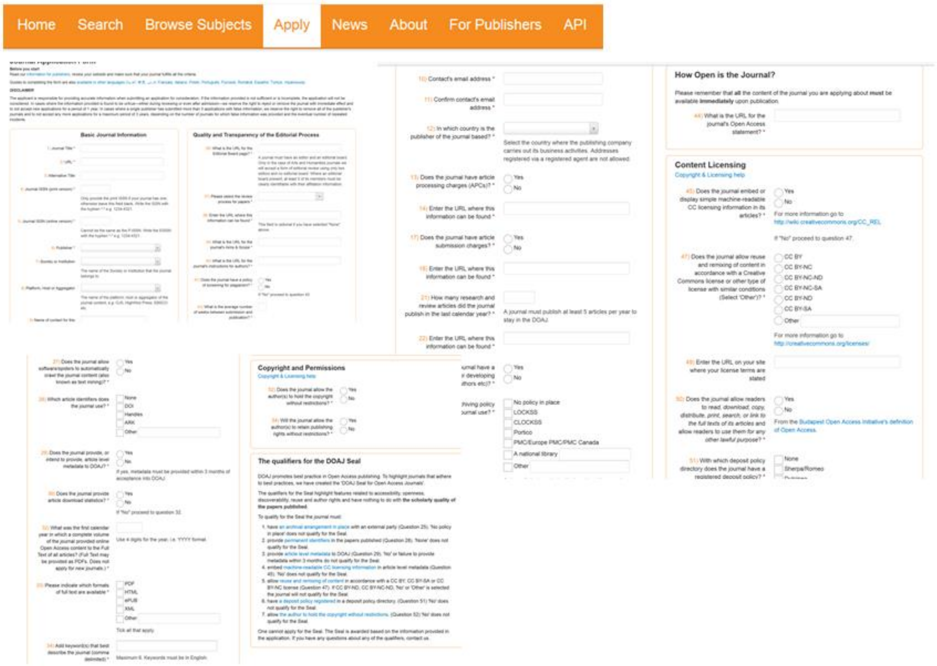
Directory of Open Access Journals (DOAJ) merupakan situs ilmiah yang memuat daftar direktori jurnal akses terbuka (*open access*) dari seluruh dunia. DOAJ pertama kali diluncurkan tahun 2003 di Universitas Lund Swedia, lalu diambil alih pengelolaannya oleh Infrastructure Services for Open Access (IS4OA) sejak bulan Januari 2013 (DOAJ, 2017a). DOAJ menjadi titik awal layanan referensi dan materi ilmiah yang bersifat *open access (*akses terbuka) untuk kemudahan pencarian dan akses terhadap jurnal terintegrasi sehingga memudahkan pengguna mencari jurnal ilmiah. Saat ini tercatat telah ada lebih dari 9000 judul jurnal terbuka yang terdaftar, berasal dari 127 negara dengan lebih dari 2,4 juta artikel ilmiah. Dari keseluruhan karya ilmiah tersebut terdapat lebih dari 60 ribu karya ilmiah yang berasal dari Indonesia.

DOAJ telah menerapkan kebijakan ketat agar jurnal dan penerbit yang diterima tetap berkualitas. Sistem kontrol kualitas dilakukan melalui *peer review* berjenjang yang secara berkala mengevaluasi jurnal yang terdaftar. DOAJ tidak menggunakan istilah jurnal / penerbit predator namun memakai istilah jurnal yang ‘dipertanyakan’. DOAJ juga tidak membuat daftar hitam (*blacklist*) atas jurnal / penerbit yang terlihat kurang meyakinkan, bahkan memberikan saran jika diminta tentang bagaimana caranya meningkatkan kualitas terbitan jurnal / publikasi ilmiah sehingga bisa memenuhi standar ilmiah. Salah satu contoh proses peningkatan kualitas yang dilakukan oleh DOAJ adalah dengan melakukan penghapusan terhadap sekitar 3300 jurnal yang sebelumnya telah terdaftar. Jurnal-jurnal tersebut dihapus dengan alasan sebagai berikut:

- tidak lagi bersifat akses terbuka
- tidak aktif lagi (tidak melakukan publikasi dalam setahun terakhir)
- tidak mempublikasikan cukup artikel ilmiah dalam setahun terakhir
- berhenti melakukan penerbitan
- situs web (URL) jurnal tidak lagi bisa diakses
- ada bukti ketidakberesan dalam editorial
- penerbit jurnal tidak mendaftar ulang dalam periode yang ditentukan
- tidak mengikuti *best practice* (tata cara praktik terbaik) yang ditetapkan

Selain menghapus publikasi jurnal yang bermasalah, DOAJ juga menambahkan koleksi karya ilmiah baru. Diharapkan dengan semua proses tersebut maka jurnal dan artikel ilmiah yang terdaftar dapat dipertanggungjawabkan dan diakui secara ilmiah. Untuk dapat terindeks DOAJ penerbit jurnal dapat mendaftarkan dengan mengisi form seperti dalam gambar 1.6 dimana persiapan untuk indeksasi antara lain :

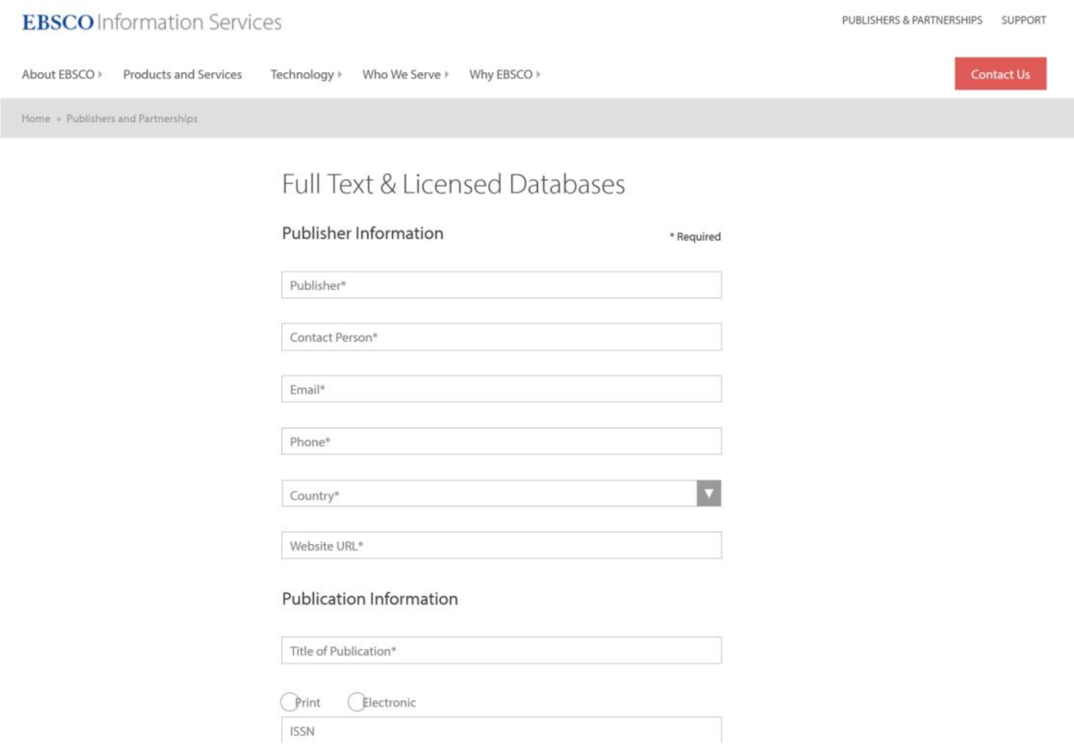
- Basic Journal Information
- Quality and Transparency of the Editorial Process
- How Open is the Journal?
- Content Licensing
- Copyright and Permissions
- The qualifiers for the DOAJ Seal
- Contact Name



Gambar 1. 6 Form Pengajuan Indeksasi di DOAJ

2. EBSCO

EBSCO adalah pengindeks dan pengabstrak jurnal, distributor atau aggregator jurnal imiah memiliki beberapa paket database seperti *Academic Search Premier. Academic Search Complete, dll*.) Penerit jurnal yang dijual Ebsco akan dapat reveue. Jurnal yang akan diindeks oleh Ebsco dapat melakukan pengisian form melalui alamat url: https://www.ebsco.com/publishers-partnerships/full-text-databases (Ebsco, 2017).


EBSCO Information Services
PUBLISHERS & PARTNERSHIPS
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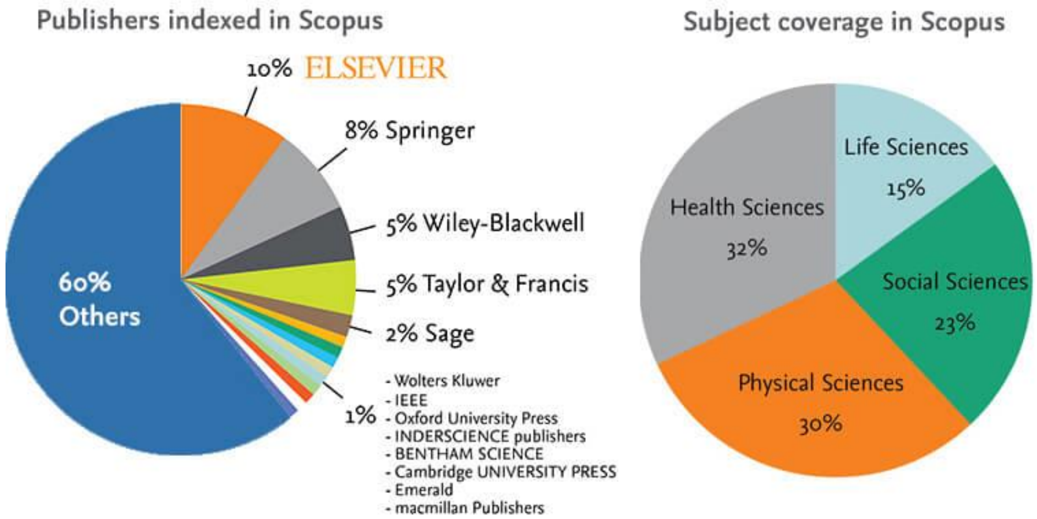
Products and Services
Technology
Who We Serve
Why EBSCO
Contact Us
Home » Publishers and Partnerships
Full Text & Licensed Databases
Publisher Information
* Required
Publisher*
Contact Person*
Email*
Phone*
Country*
Website URL*
Publication Information
Title of Publication*
Print
Electronic
ISSN

Gambar 1. 7 Form Pengajuan Indeksasi di DOAJ

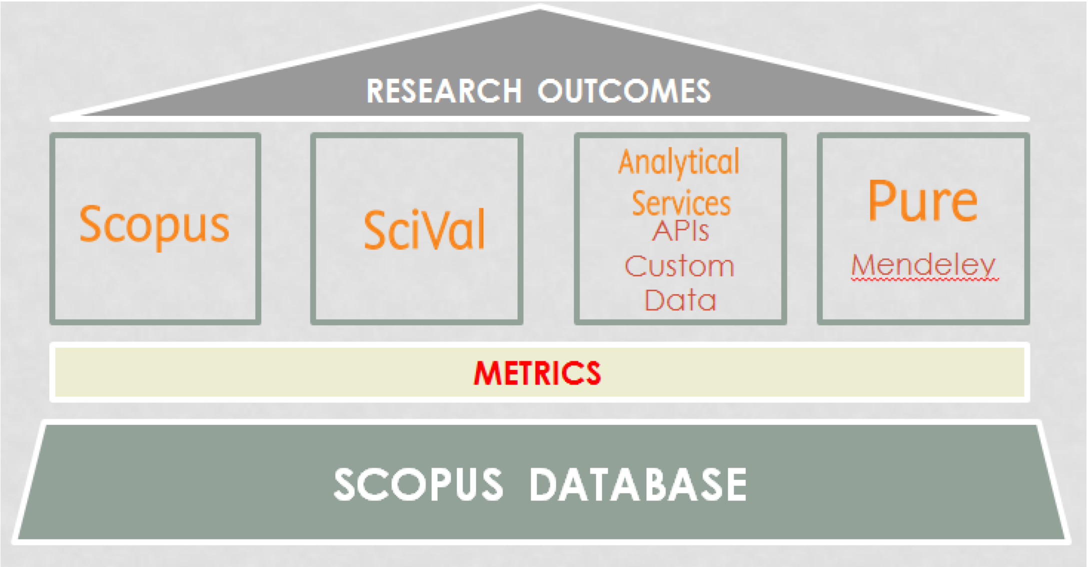
3. SCOPUS

Scopus adalah kumpulan ringkasan literatur terbesar di dunia, dengan *citation* (kutipan) yang menyediakan abstrak dari literatur-literatur ilmiah dan penelitian yang telah ditelaah (*peer-reviewed*). Dengan kemampuan bibliometrik Scopus mampu membantu para peneliti secara efektif untuk melakukan napak tilas (*tracking*), menganalisis, dan memvisualisasikan sebuah penelitian. Lebih dari 22.000 abstrak berkualitas tinggi yang diterbitkan oleh 5.000 penerbit di seluruh dunia, disediakan dalam basis data Scopus yang mencakup berbagai bidang, seperti ilmu pengetahuan, teknologi, kedokteran, ilmu sosial, serta Seni & Sastra. Scopus memiliki 55 juta rekaman (*record*) sejak tahun 1823, yang 84% dari rekaman ini berisi referensi dari tahun 1996 (Elsevier, 2017).

Elsevier terus mengembangan paramater kinerja jurnal (*Journal Metrics)* berdasarkan Database scopus terus dikembangkan



Gambar 1. 8 Cakupan database Scopus


RESEARCH OUTCOMES
Scopus
SciVal
Analytical Services
APIs
Custom Data
Pure
Mendeley
METRICS
SCOPUS DATABASE

Gambar 1. 9 Pengembangan Jurnal Metric berdasarkan database Scopus

Semakin spesifik sebuah jurnal, peluang untuk terindeks Scopus makin tinggi. Contoh: IJPEDS lebih mudah & cepat terindeks Scopus dibandingkan TELKOMNIKA TCEC dan IJECE. Minimnya jurnal Indonesia yang dapat terindeks di Scopus karena begitu ketatnya persyaratan yang diminta dan seleksi yang dilaksanakan. Kriteria minimal sehingga jurnal Indonesia dapat dilakukan penilaian oleh scopus antara lain:

1. Jurnal melalui proses peer review
2. Abstrak minimal dalam bahasa inggris
3. Terbit secara teratur
4. Referensi ditulis dalam tulisan roman
5. Sudah memiliki etika publikasi.

Kategori dan kriteria penilaian yang dilakukan oleh scopus dapat dilihat dalam tabel 7. Untuk teknik dan strategi penyiapan websiste sehingga dapat sesuai dengan kriteria yang diminta Scopus penjelasan detail akan dibahas dalam bab 2, sementara strategi penyiapan naskah (konten) akan dibahas dalam bab 3, dan etika publikasi serta success story dari jurnal yang terindeks scopus akan dibahas dalam bab 4. Dari seluruh kriteria yang ada "*Citedness of journal articles in Scopus*", merupakan kriteria tersulit yang dapat dicapai oleh pengelola jurnal di Indonesia.

Tabel 1. 7 Kategori dan Keriteria Terindeks Scopus

No	Category	Criteria
1	Journal policy (35%)	Convincing editorial policy
		Type of peer-review
		Diversity in geographical distribution of editors
		Diversity in geographical distribution of authors
2	Content (20%)	Academic contribution to the field
		Clarity of Abstract
		Quality and conformity with stated aims and scope
		Readability of articles
3	Journal standing (25%)	Citedness of journal articles in Scopus
		Editor standing (Citedness of Editor in Scopus)
4	Regularity (10%)	No delay in the publication schedule
5	Online availability (10%)	Online content available
		English language journal home page available
		Quality of journal home page

Sumber: (Elsevier, 2017)

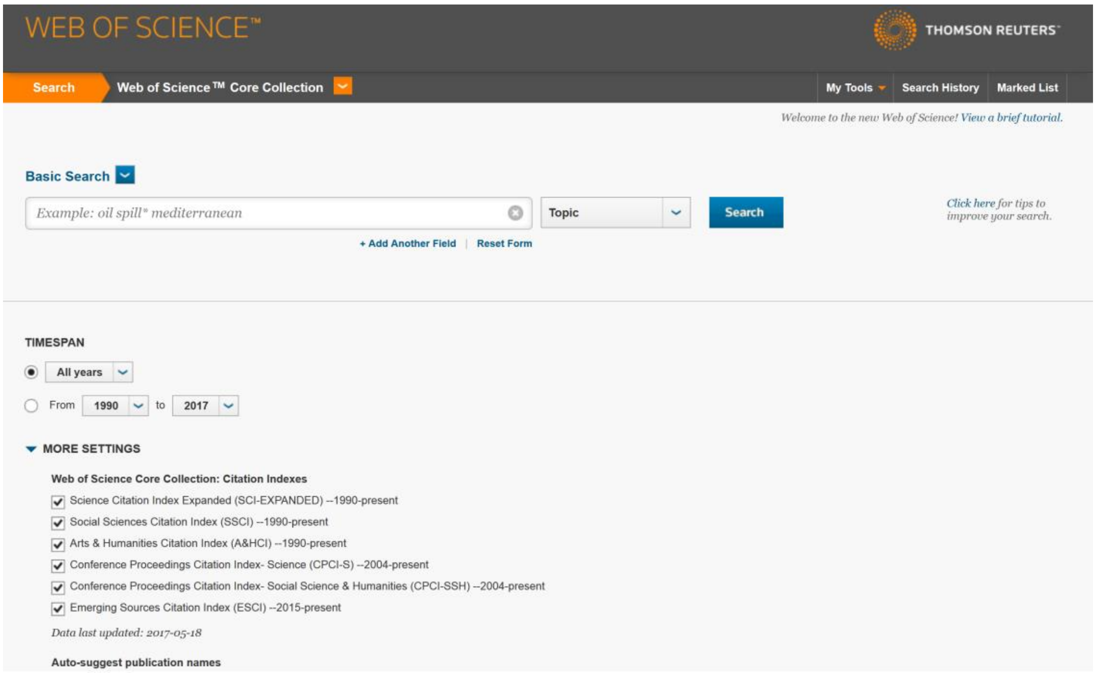
4. Web Of Science

Web of Science (sebelumnya dikenal sebagai *Web of Knowledge*) adalah layanan pengindeksan kutipan ilmiah berbasis langganan online yang awalnya diproduksi oleh *Institute for Scientific Information (ISI*), yang sekarang dikelola oleh *Clarivate Analytics* (sebelumnya bisnis Intelektual Properti dan Ilmu Pengetahuan Thomson Reuters), yang menyediakan pencarian kutipan secara komprehensif dan memberikan akses ke banyak database yang menjadi referensi penelitian lintas disiplin, yang memungkinkan dilakukannya eksplorasi mendalam terhadap sub-bidang khusus dalam disiplin akademis atau ilmiah (Clarivate Analytics, 2017).

Web of Science Core Collection saat ini sebagai database kutipan terbesar tersedia, dengan lebih dari 1 Miliar referensi diindeks dari Jurnal peer review berkualitas tinggi, buku dan prosiding. Setiap referensi yang dikutip diteliti untuk memastikan bahwa referensi dapat ditemukan ke publikasi yang asli. Semua catatan referensi dari tahun 1900 sampai sekarang tersedia secara akurat yang memungkinkan mencari konten referensi. Web of Science Core Collection berfungsi sebagai dasar journal metric untuk mengevaluasi produktivitias penelitian dan dampak sitasi..

- Cakupan kutipan lengkap dari tahun 1900 sampai Koleksi Web of Science Core saat ini Indeks 100% referensi yang tersedia Untuk semua item yang termasuk dalam indeks Tautan Times Cited adalah fitur standar Dalam Web of Science Core Collection Untuk semua artikel, 1900 sampai sekarang.
- Koleksi Web of Science Core mencakup Jurnal, buku, dan isi prosiding Web of Science Core Collection adalah satu-satunya Sumber daya yang memberikan kontrol yang konsisten Pengindeksan untuk semua penulis, alamat, pendanaan Ucapan terima kasih, dan referensi yang dikutip Pengguna dengan tampilan lengkap dari catatan ilmiah.

Web of Science terdiri dari enam database online seperti ditunjukkan dalam gambar 10. Salah satu database indeks baru di *Web of Science* ™ *Core Collection* adalah *Emerging Sources Citation Index (ESCI)*. ESCI melengkapi indeks yang sangat selektif dengan memberikan visibilitas sebelumnya untuk sumber yang dievaluasi sebagai bagian dari proses seleksi jurnal SCIE, SSCI, dan AHCI yang ketat. Inklusi di ESCI memberikan kemampuan untuk menemukan yang lebih besar yang mengarah pada kutipan terukur dan transparansi dalam proses seleksi. *Emerging Sources Citation Index (ESCI*) diluncurkan pada akhir 2015 sebagai database baru di *Web of Science Clarivate Analytics* '(sebelumnya Thomson Reuters'). Sekitar 3.000 jurnal dipilih pada saat peluncuran, mencakup keseluruhan bidang studi. Pada Februari 2017, database berisi 5.578 jurnal.


WEB OF SCIENCE™
THOMSON REUTERS
Search
Web of Science™ Core Collection
My Tools
Search History
Marked List
Welcome to the new Web of Science! View a brief tutorial.
Basic Search
Example: oil spill* mediterranean
Topic
Search
Click here for tips to improve your search.
+ Add Another Field
Reset Form

TIMESPAN

● All years

○ From 1990 to 2017

MORE SETTINGS

Web of Science Core Collection: Citation Indexes

- ☑ Science Citation Index Expanded (SCI-EXPANDED) --1990-present
- ☑ Social Sciences Citation Index (SSCI) --1990-present
- ☑ Arts & Humanities Citation Index (A&HCI) --1990-present
- ☑ Conference Proceedings Citation Index- Science (CPCI-S) --2004-present
- ☑ Conference Proceedings Citation Index- Social Science & Humanities (CPCI-SSH) --2004-present
- ☑ Emerging Sources Citation Index (ESCI) --2015-present

Data last updated: 2017-05-18

Auto-suggest publication names

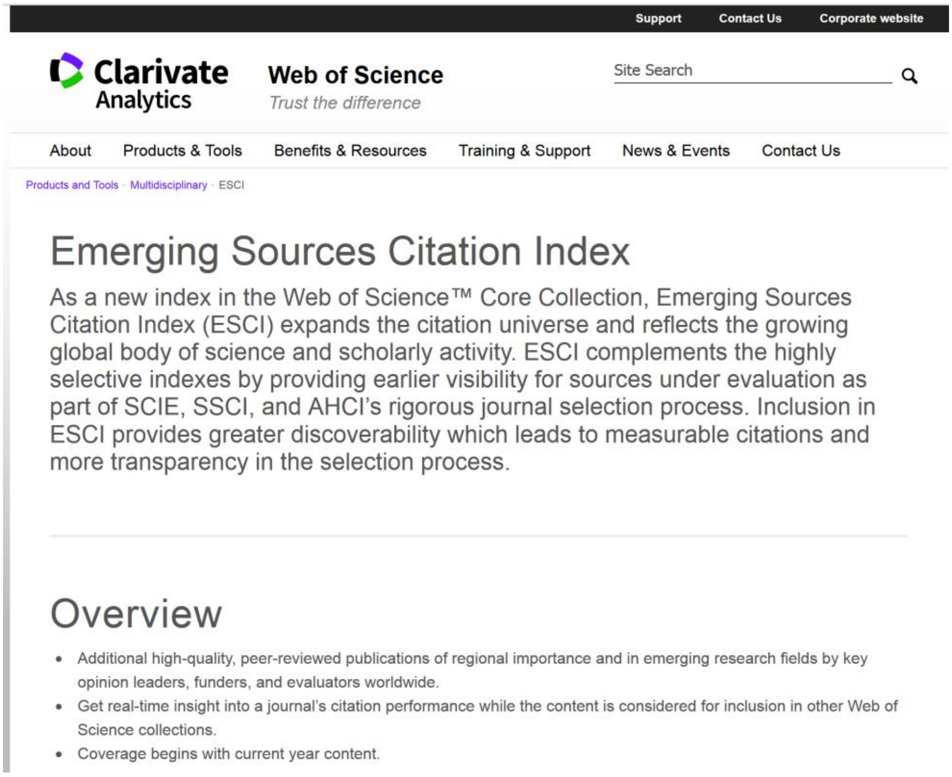
Gambar 1. 10 Database Sitasi di Web of Science

Proses seleksi untuk ESCI adalah langkah pertama dalam penerapan jurnal andalan dari *Web of science* antara lain: 1) *Science Citation Index Expanded* (SCI-EXPANDED), *2) Social Sciences Citation Index (SSCI*) dan 3) *Arts & Humanities Citation Index (A&HCI*). Jurnal yang diterima untuk cakupan di ESCI harus dikaji ulang, mengikuti praktik publikasi etik, memenuhi persyaratan teknis, memiliki informasi bibliografi bahasa Inggris, dan direkomendasikan atau diminta oleh khalayak ilmiah pengguna *Web of Science*. Kategori dan kriteria apabila ingin terindeks di database andalan Web of Science dapat dilihat dalam tabel 1.8.

Semua jurnal yang diajukan untuk evaluasi ke basis data *Web of Science* sekarang akan dievaluasi untuk ESCI, dan jika berhasil, diindeks di ESCI akan melalui tinjauan editorial yang lebih mendalam. Waktu untuk evaluasi ESCI akan mengikuti prioritas Clarivate Analytics untuk memperluas cakupan basis data, dan bukan pada tanggal jurnal diajukan untuk dievaluasi. Jika sebuah jurnal diterima dari ESCI ke database lain, maka tidak akan dibahas lagi di ESCI. Jurnal yang diindeks di ESCI dapat memilih untuk tidak dipertimbangkan untuk evaluasi lebih lanjut pada saat itu jika dirasakan perlu memperbaiki profil sebelum melakukan evaluasi terhadap indeks andalan lainnya. Jurnal juga bisa berpindah dari indeks andalan ke ESCI jika dirasakan mereka tidak lagi memenuhi semua kondisi cakupan indeks andalan.

Tabel 1. 8 Kategori dan Kriteria Terindeks Web of Science

Kategori	Kriteria
Basic Journal Standards/ Publishing Standards	*Timeliness of PublicaXons; Editorial ConvenXons; English Bibliographic; Peer Review*
Editorial Content	Will this journal *enrich the database or is the subject already well* covered?; Will this journal *complement coverage in a specific category?; How does this* journal *compare with covered journals of* imilar editorial contents
Internationall Diversity of Authorship	Do the contributing *authors, journal's Editors, and editorial advisory board members represent the international research community?; Does the* journl reflect the global context of scholarly research
Citation Analysis	Capture all cited references to artcle in covered journals and to artcles in journals not covered; Expert use of citation data *help identify influenal and useful journal and*



Emerging Sources Citation Index

As a new index in the Web of Science™ Core Collection, Emerging Sources Citation Index (ESCI) expands the citation universe and reflects the growing global body of science and scholarly activity. ESCI complements the highly selective indexes by providing earlier visibility for sources under evaluation as part of SCIE, SSCI, and AHCI's rigorous journal selection process. Inclusion in ESCI provides greater discoverability which leads to measurable citations and more transparency in the selection process.

Overview

- Additional high-quality, peer-reviewed publications of regional importance and in emerging research fields by key opinion leaders, funders, and evaluators worldwide.
- Get real-time insight into a journal's citation performance while the content is considered for inclusion in other Web of Science collections.
- Coverage begins with current year content.

Gambar 1. 11 ESCI database dari *Web of Science*

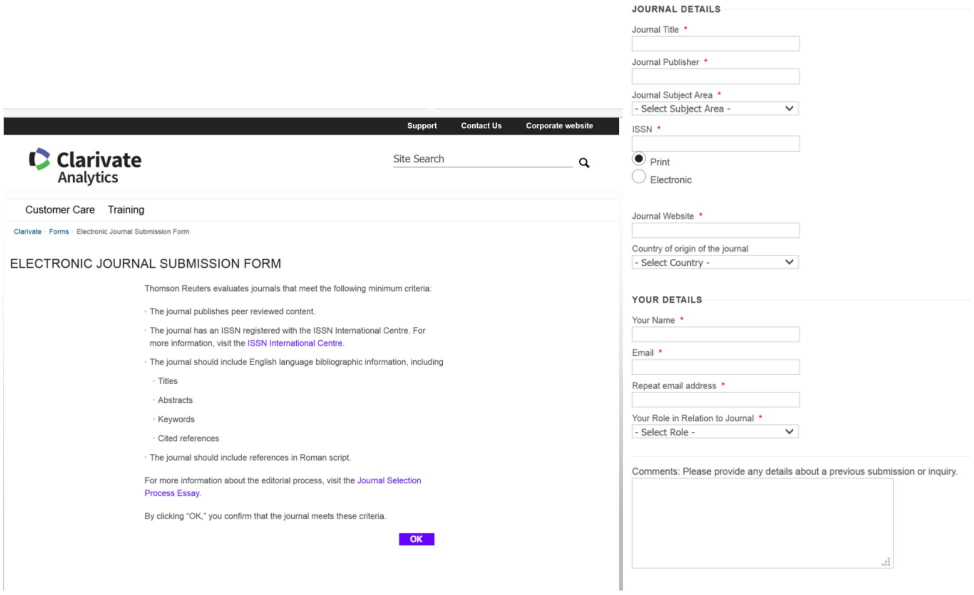
Jurnal yang diindeks di ESCI tidak akan menerima Impact Factor; Namun, kutipan dari ESCI sekarang akan disertakan dalam jumlah kutipan untuk *Journal Citation Reports*, karena itu berkontribusi pada Faktor Dampak dari jurnal lain. Jika jurnal Anda diindeks di ESCI, ini akan dapat ditemukan melalui Web of Science dengan proses pengindeksan yang identik ke jurnal indeks lain, dengan jumlah kutipan penuh, informasi penulis dan pengayaan lainnya. Artikel dalam jurnal indeks ESCI akan disertakan dalam perhitungan H-Index penulis, dan juga analisis yang dilakukan pada data Web of Science atau produk terkait seperti InCites. Pengindeksan di ESCI akan memperbaiki visibilitas jurnal, memberikan tanda kualitas dan baik untuk penulis. Untuk mendaftarkan jurnal sehingga terindeks diWeb of Science dapat mengisi form pengajuan melalui alamat url:

http://ip-science.thomsonreuters.com/info/journalsubmission-front/

dan mengecek statu status pendaftaran melalui alamat url:

http://ip-science.thomsonreuters.com/info/jrneval-status/

Untuk menlakukan pengecekan seluruh database yang terindeks di web of science dapat dilakukan melalui Master Journal List Thomson http://ip-science.thomsonreuters.com/mjl .


Support
Contact Us
Corporate website
Clarivate Analytics
Site Search
Customer Care
Training
Clarivate · Forms · Electronic Journal Submission Form
OK
- Select Subject Area -
- Select Country -
- Select Role -

ELECTRONIC JOURNAL SUBMISSION FORM

Thomson Reuters evaluates journals that meet the following minimum criteria:

- The journal publishes peer reviewed content.
- The journal has an ISSN registered with the ISSN International Centre. For more information, visit the ISSN International Centre.
- The journal should include English language bibliographic information, including
  - Titles
  - Abstracts
  - Keywords
  - Cited references
- The journal should include references in Roman script.

For more information about the editorial process, visit the Journal Selection Process Essay.

By clicking "OK," you confirm that the journal meets these criteria.

JOURNAL DETAILS

Journal Title *

Journal Publisher *

Journal Subject Area *

ISSN *

● Print
○ Electronic

Journal Website *

Country of origin of the journal

YOUR DETAILS

Your Name *

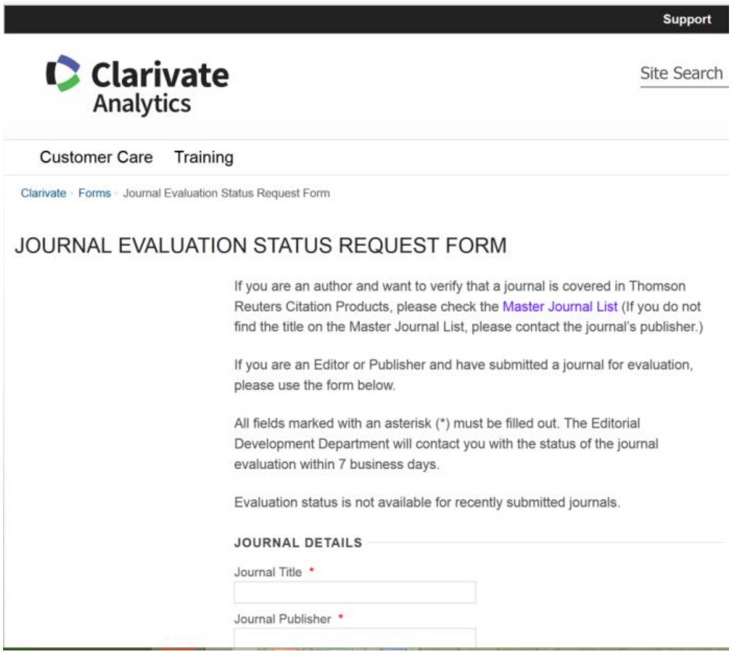
Email *

Repeat email address *

Your Role in Relation to Journal *

Comments: Please provide any details about a previous submission or inquiry.

Gambar 1. 12 Form Pengajuan Indeksasi di Web of Science


Support
Clarivate Analytics
Site Search
Customer Care
Training
Clarivate · Forms · Journal Evaluation Status Request Form

JOURNAL EVALUATION STATUS REQUEST FORM

If you are an author and want to verify that a journal is covered in Thomson Reuters Citation Products, please check the Master Journal List (If you do not find the title on the Master Journal List, please contact the journal's publisher.)

If you are an Editor or Publisher and have submitted a journal for evaluation, please use the form below.

All fields marked with an asterisk (*) must be filled out. The Editorial Development Department will contact you with the status of the journal evaluation within 7 business days.

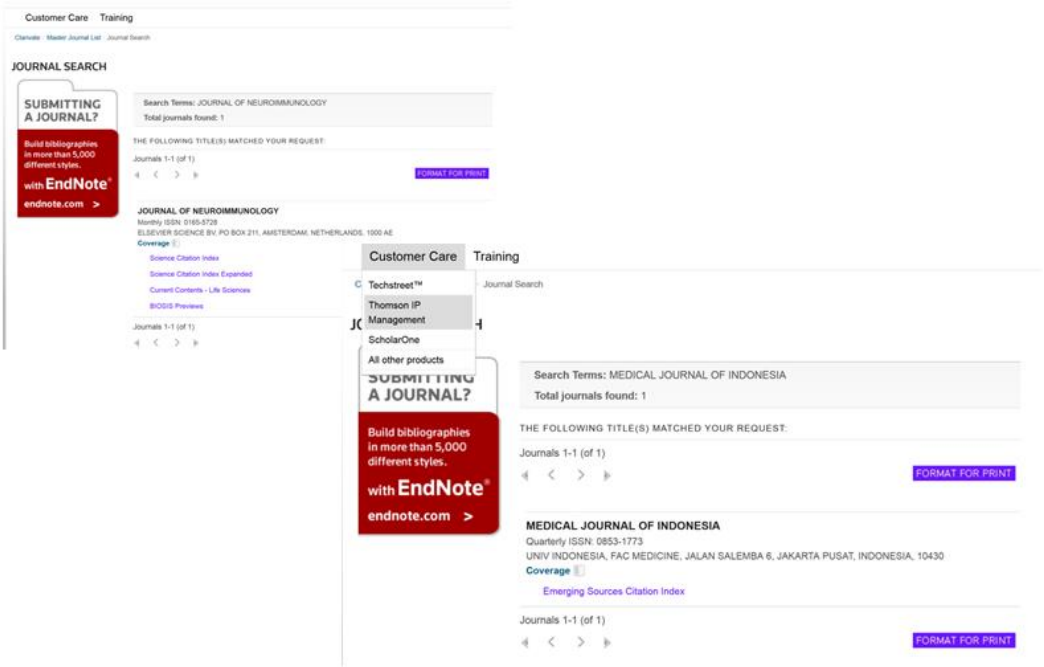
Evaluation status is not available for recently submitted journals.

JOURNAL DETAILS

Journal Title *

Journal Publisher *

Gambar 1. 13 Website pengecekan status indeks di Web of Science


Customer Care
Training
Clarivate · Master Journal List · Journal Search
SUBMITTING A JOURNAL?
Build bibliographies in more than 5,000 different styles.
with EndNote®
endnote.com >
FORMAT FOR PRINT
Techstreet™
Thomson IP Management
ScholarOne
All other products

JOURNAL SEARCH

Search Terms: JOURNAL OF NEUROIMMUNOLOGY
Total journals found: 1

THE FOLLOWING TITLE(S) MATCHED YOUR REQUEST:

Journals 1-1 (of 1)

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Journals 1-1 (of 1)

Gambar 1. 14 Tampilan master journal list Thomson (*Web of Science*)

BAB 2. Strategi Indeksasi dan Pengembangan Website Jurnal di Pengindeks Internasional Bereputasi

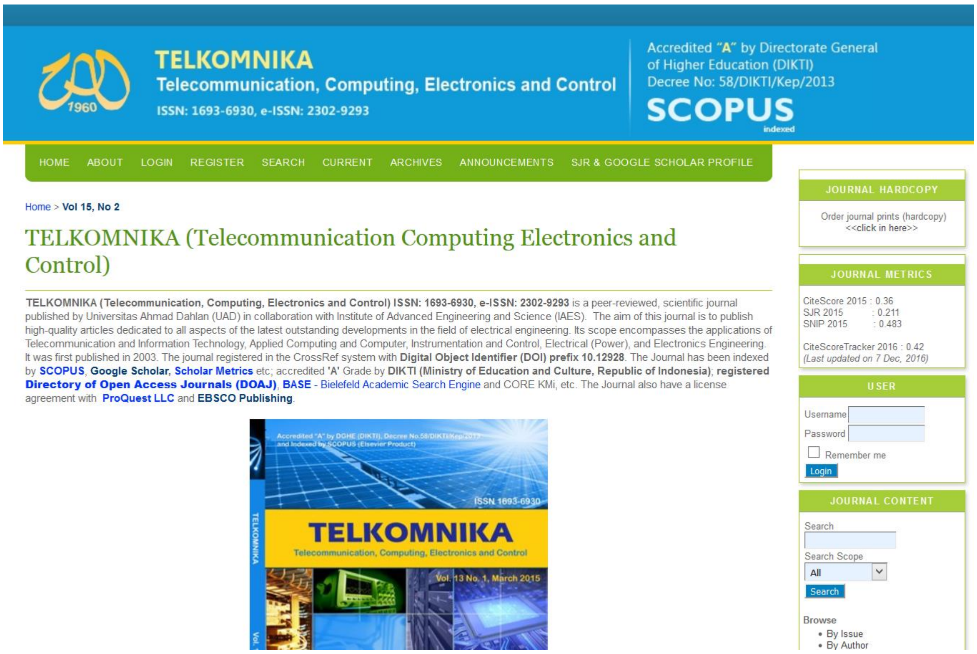
Lembaga pengindeks dalam proses indeksasi saat ini akan melihat kemapanan dari website yang dikelola selain konten yang paling utama, oleh karena itu pengelola jurnal harus menampilkan halaman-halaman pelengkap di *website* jurnal (dalam URL tersendiri) yang menjelaskan tentang hal-hal yang diperlukan oleh pengindeks (Sutikno, 2015). Untuk memulai indeksasi jurnal di pengindeks internasional bereputasi khususnya “Scopus”, maka ada beberapa tahapan yang harus dilakukan dapat dilihat dalam tabel 2.1.

Tabel 2. 1 Tahapan Persiapan Indeksasi Jurnal

Tahapan	**Langkah**
Preparation (Persiapan)	▪ Tim pengelola inti (editorial, IT support team, Managemen & business). ▪ Penamaan, diskripsi jurnal, aim & scope apa sudah jelas ▪ Website: *single platform* (OJS saja) / *multi platform* (OJS dan website)? ▪ issue perdana? ▪ CrossRef ? CrossCheck?
Running (keberlanjutan & kesinambungan)	▪ Penyebaran informasi dan Call for Papers? ▪ Terbit tepat waktu ▪ Call for Reviewers (sekaligus sbg call for papers)?
Improving (Penyempurnaan)	▪ Editor Utama harus totalitas terjun & *tunning* dalam proporsi/kualitas Gambar & Tabel, style & layout di semua artikel, jika diperlukan upgrade “*abstract*”. ▪ Standing Editor bertahap kualitas dan sebaran ditingkatkan ▪ Peningkatan kualitas artikel di *issues* selanjutnya (after always terbit tepat waktu) ▪ Indexing

A. Pengembangan Website

Website bagi sebuah jurnal adalah sangat penting dan menjadi salah satu persyaratan penting untuk pengajuan akreditasi DIKTI dan pengindeksan (DOAJ, SCOPUS dll). Kita bisa mengembangan website sekaligus sebagai sistem manajemen online, ataupun dengan sistem yang terpisah, bisa dengan membeli yang sudah mapan atau mendapatkan yang gratis (*open source*) seperti *open journal system* (OJS).



TELKOMNIKA
Telecommunication, Computing, Electronics and Control
ISSN: 1693-6930, e-ISSN: 2302-9293

Accredited "A" by Directorate General of Higher Education (DIKTI) Decree No: 58/DIKTI/Kep/2013
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TELKOMNIKA (Telecommunication Computing Electronics and Control)

TELKOMNIKA (Telecommunication, Computing, Electronics and Control) ISSN: 1693-6930, e-ISSN: 2302-9293 is a peer-reviewed, scientific journal published by Universitas Ahmad Dahlan (UAD) in collaboration with Institute of Advanced Engineering and Science (IAES). The aim of this journal is to publish high-quality articles dedicated to all aspects of the latest outstanding developments in the field of electrical engineering. Its scope encompasses the applications of Telecommunication and Information Technology, Applied Computing and Computer, Instrumentation and Control, Electrical (Power), and Electronics Engineering. It was first published in 2003. The journal registered in the CrossRef system with **Digital Object Identifier (DOI) prefix 10.12928**. The Journal has been indexed by **SCOPUS**, **Google Scholar**, **Scholar Metrics** etc; accredited **'A'** Grade by **DIKTI (Ministry of Education and Culture, Republic of Indonesia)**; **registered Directory of Open Access Journals (DOAJ)**, **BASE** - Bielefeld Academic Search Engine and CORE KMi, etc. The Journal also have a license agreement with **ProQuest LLC** and **EBSCO Publishing**.

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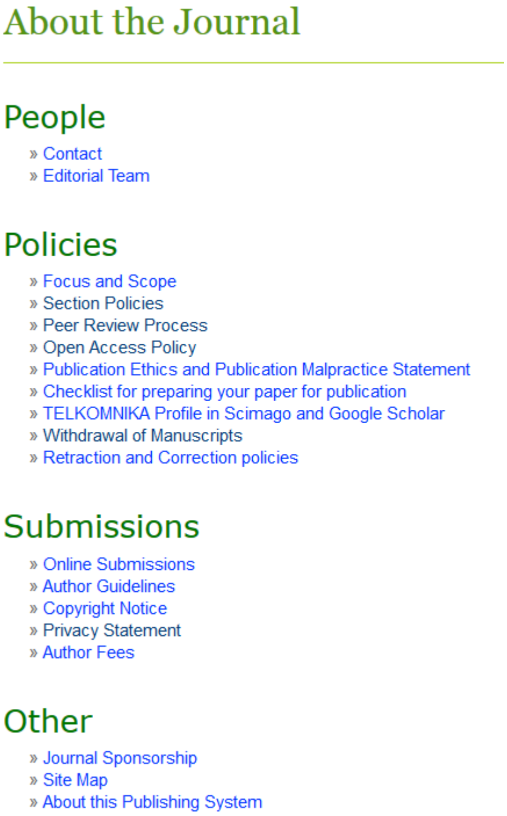
Sumber: (Telkomnika, 2017)

Gambar 2.1 Website Telkomnika menggunakan Aplikasi *Open Journal System*

Halaman pelengkap yang dibutuhkan untuk keperluan indeksasi dapat ditambahkan. Halaman pelengkap dapat bermacam-macam, sesuai dengan kriteria pengindeks, kebijakan jurnal (*journal Policies*) perlu dilengkapi, sehingga penulis dan pengindeks yakin terhadap mekanisme penerbitan yang dilakukan suatu jurnal, contoh kebijakan jurnal dapat diliihat dalam gambar 2.2, yang setiap point penting akan dijelaskan sebagai berikut.



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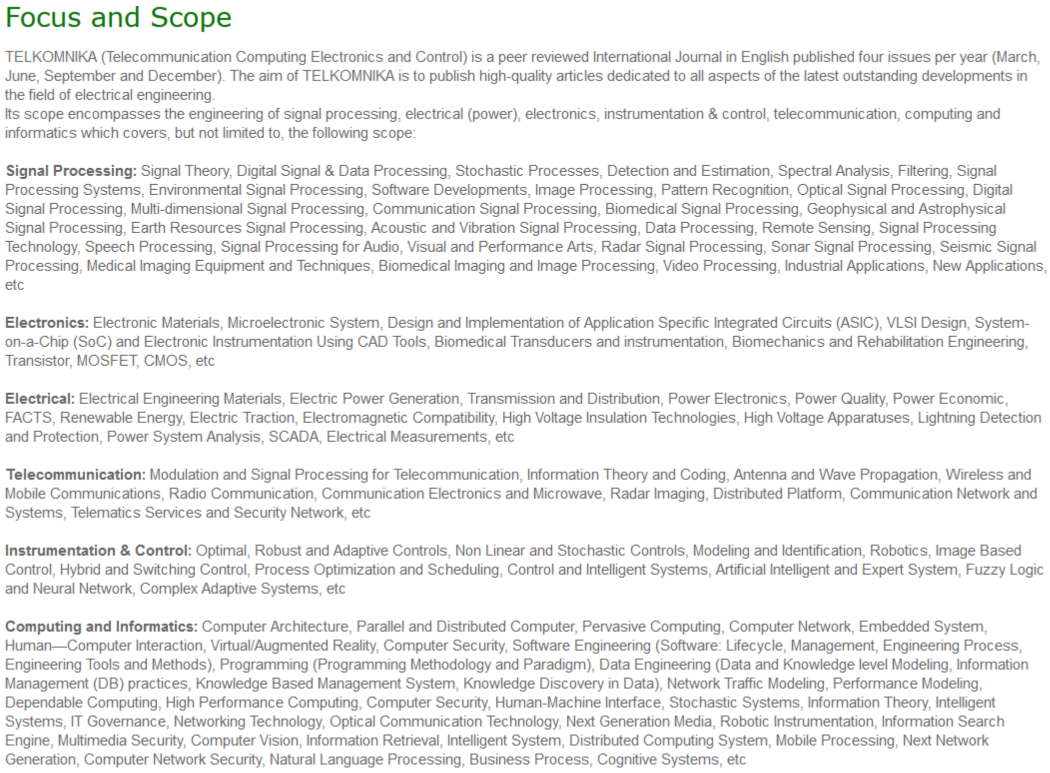
Gambar 2.2 Kebijakan Jurnal Telkomnika

1. Focus And Scope

Focus and *Scope* merupakan pernyataan ruang lingkup bidang keilmuan yang dapat diterima oleh suatu jurnal, sehingga dapat dijadikan acuan apakah penulis bisa diterima oleh suatu jurnal atau tidak. Meskipun fokus bidang kimia tetapi kalo tulisan yang dikirim cakupannya tidak ada dalam “scope” jurnal maka pengelola jurnal dapat menolak tulisan. Jadi penolakan sebuah naskah bukan berarti kualitas tulisan yang tidak baik bisa jadi karena tidak sesuai ruang lingkup jurnal. Gambar 2.3 memperlihatkan focus and scope jurnal Telkomnika



Focus and Scope

TELKOMNIKA (Telecommunication Computing Electronics and Control) is a peer reviewed International Journal in English published four issues per year (March, June, September and December). The aim of TELKOMNIKA is to publish high-quality articles dedicated to all aspects of the latest outstanding developments in the field of electrical engineering.
Its scope encompasses the engineering of signal processing, electrical (power), electronics, instrumentation & control, telecommunication, computing and informatics which covers, but not limited to, the following scope:

Signal Processing: Signal Theory, Digital Signal & Data Processing, Stochastic Processes, Detection and Estimation, Spectral Analysis, Filtering, Signal Processing Systems, Environmental Signal Processing, Software Developments, Image Processing, Pattern Recognition, Optical Signal Processing, Digital Signal Processing, Multi-dimensional Signal Processing, Communication Signal Processing, Biomedical Signal Processing, Geophysical and Astrophysical Signal Processing, Earth Resources Signal Processing, Acoustic and Vibration Signal Processing, Data Processing, Remote Sensing, Signal Processing Technology, Speech Processing, Signal Processing for Audio, Visual and Performance Arts, Radar Signal Processing, Sonar Signal Processing, Seismic Signal Processing, Medical Imaging Equipment and Techniques, Biomedical Imaging and Image Processing, Video Processing, Industrial Applications, New Applications, etc

Electronics: Electronic Materials, Microelectronic System, Design and Implementation of Application Specific Integrated Circuits (ASIC), VLSI Design, System-on-a-Chip (SoC) and Electronic Instrumentation Using CAD Tools, Biomedical Transducers and instrumentation, Biomechanics and Rehabilitation Engineering, Transistor, MOSFET, CMOS, etc

Electrical: Electrical Engineering Materials, Electric Power Generation, Transmission and Distribution, Power Electronics, Power Quality, Power Economic, FACTS, Renewable Energy, Electric Traction, Electromagnetic Compatibility, High Voltage Insulation Technologies, High Voltage Apparatuses, Lightning Detection and Protection, Power System Analysis, SCADA, Electrical Measurements, etc

Telecommunication: Modulation and Signal Processing for Telecommunication, Information Theory and Coding, Antenna and Wave Propagation, Wireless and Mobile Communications, Radio Communication, Communication Electronics and Microwave, Radar Imaging, Distributed Platform, Communication Network and Systems, Telematics Services and Security Network, etc

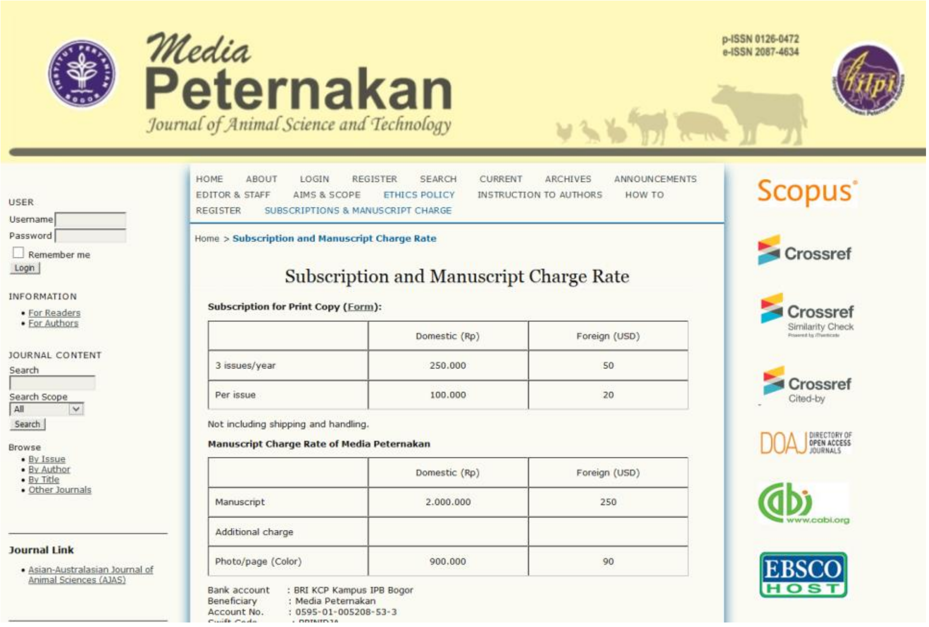
Instrumentation & Control: Optimal, Robust and Adaptive Controls, Non Linear and Stochastic Controls, Modeling and Identification, Robotics, Image Based Control, Hybrid and Switching Control, Process Optimization and Scheduling, Control and Intelligent Systems, Artificial Intelligent and Expert System, Fuzzy Logic and Neural Network, Complex Adaptive Systems, etc

Computing and Informatics: Computer Architecture, Parallel and Distributed Computer, Pervasive Computing, Computer Network, Embedded System, Human—Computer Interaction, Virtual/Augmented Reality, Computer Security, Software Engineering (Software: Lifecycle, Management, Engineering Process, Engineering Tools and Methods), Programming (Programming Methodology and Paradigm), Data Engineering (Data and Knowledge level Modeling, Information Management (DB) practices, Knowledge Based Management System, Knowledge Discovery in Data), Network Traffic Modeling, Performance Modeling, Dependable Computing, High Performance Computing, Computer Security, Human-Machine Interface, Stochastic Systems, Information Theory, Intelligent Systems, IT Governance, Networking Technology, Optical Communication Technology, Next Generation Media, Robotic Instrumentation, Information Search Engine, Multimedia Security, Computer Vision, Information Retrieval, Intelligent System, Distributed Computing System, Mobile Processing, Next Network Generation, Computer Network Security, Natural Language Processing, Business Process, Cognitive Systems, etc

Gambar 2.3 Website Telkomnika menggunakan Aplikasi *Open Journal System*

2. Article Processing Charges,

Penerbit jurnal dapat memberlakukan biaya untuk pengelolaan naskah, biaya cetak, berlangganan (akses) atau menggratiskan akses (Open acces) dan pengelolaan naskahnya. Hal tersebut penting dijelaskan dalam kebijakan jurnal sehingga penulis dapatmenentukan untuk menlajutkan pengiriman naskahnya atau tidak sebelum dilakukan proses review, bisa jadi karena pertimbangan harga pemerosesan naskah yang terlalu mahal. Penerbit yang dikelola oleh pemerintah cenderung tidak memberlakukan biaya karena sudah didukung oleh lembaga untuk menjalankan proses penerbitan dari mulai oenerimaan naskah sampai pada penerbitan. Gambar 2.4 dan 2.5 memperlihatkan contoh “article processing charge” suatu jurnal.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Home > **Subscription and Manuscript Charge Rate**

Subscription and Manuscript Charge Rate

Subscription for Print Copy (Form):

	Domestic (Rp)	Foreign (USD)
3 issues/year	250.000	50
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Manuscript Charge Rate of Media Peternakan

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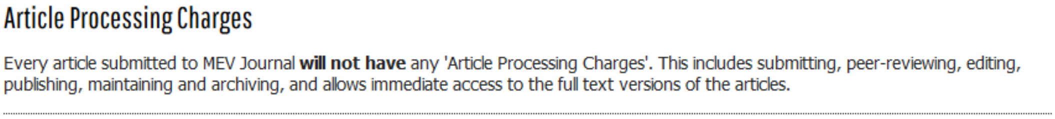
Gambar 2.4 Article processing charge Media Peternakan



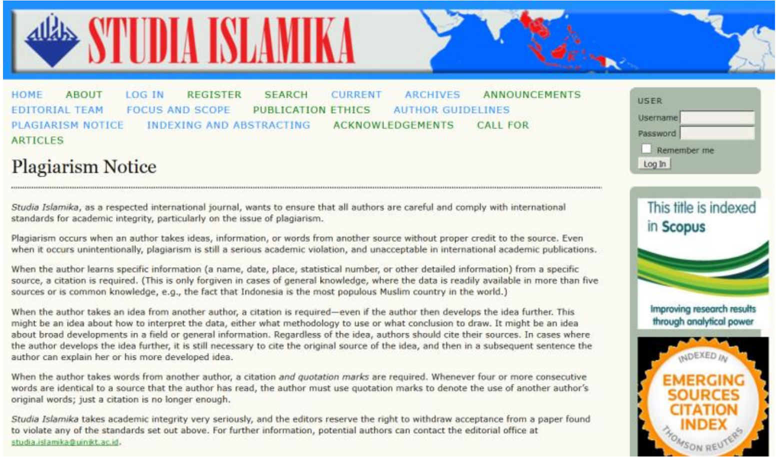
Article Processing Charges

Every article submitted to MEV Journal **will not have** any 'Article Processing Charges'. This includes submitting, peer-reviewing, editing, publishing, maintaining and archiving, and allows immediate access to the full text versions of the articles.

Gambar 2.5 Article processing charge MEV Journal

3. Plagiarism Check

Pengecekan plagiarisme merupakan prioritas utama yang dilakukan oleh editor jurnal untuk memastikan apakah naskah yang akan diterbitkan terdapat unsur plagiarisme atau sumber yang belum ada referensinya. Hal tersebut sangat penting untuk menghindari tuntutan di kemudian hari atas artikel yang diterbitkan. Saat ini banyak tersedian tools untuk melakukan pengecekan naskah baik yang gratis maupun berbayar *seperti ithenticate*, *iturnitin*, *flagscan* dan lainnya. Pernyataan pengecekan plagiarisme sangat penting untuk meyakinkan penulis, pembaca dan lembaga pengindeks bahwa jurnal dikelola secara professional dan memiliki integritas ilmiah yang baik. Gambar 2.6 dan 2.7 menunjukkan contoh *plagiarism notice* dan *Plagiarism check* oleh suatu jurnal.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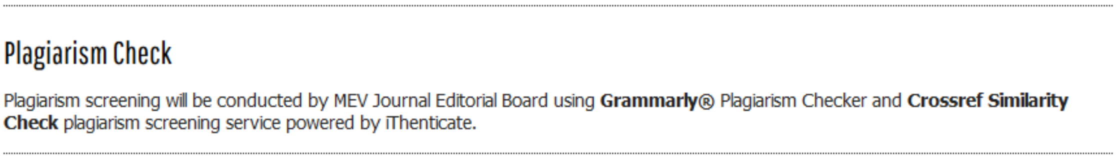
When the author learns specific information (a name, date, place, statistical number, or other detailed information) from a specific source, a citation is required. (This is only forgiven in cases of general knowledge, where the data is readily available in more than five sources or is common knowledge, e.g., the fact that Indonesia is the most populous Muslim country in the world.)

When the author takes an idea from another author, a citation is required—even if the author then develops the idea further. This might be an idea about how to interpret the data, either what methodology to use or what conclusion to draw. It might be an idea about broad developments in a field or general information. Regardless of the idea, authors should cite their sources. In cases where the author develops the idea further, it is still necessary to cite the original source of the idea, and then in a subsequent sentence the author can explain her or his more developed idea.

When the author takes words from another author, a citation *and quotation marks* are required. Whenever four or more consecutive words are identical to a source that the author has read, the author must use quotation marks to denote the use of another author's original words; just a citation is no longer enough.

Studia Islamika takes academic integrity very seriously, and the editors reserve the right to withdraw acceptance from a paper found to violate any of the standards set out above. For further information, potential authors can contact the editorial office at studia.islamika@uinjkt.ac.id.

Gambar 2.6 Plagiarism Notice Studia Islamika



Plagiarism Check

Plagiarism screening will be conducted by MEV Journal Editorial Board using **Grammarly®** Plagiarism Checker and **Crossref Similarity Check** plagiarism screening service powered by iThenticate.

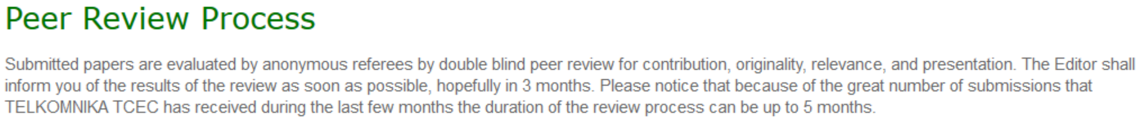
Gambar 2.7 *Plagiarism Check* MEV Journal

4. *Review Policy*

Review Policy merupakan kebijakan dalam mekanisme penelaahan (*review*) yang dilakukan oleh reviewer. Penerbit jurnal dapat memilih mekanis dari tiga review sebagai berikut:

- Double blind review: Penulis dan reviewer tidak saling mengetahui sehingga editor akan menghapus nama yang ada di dalam naskah
- Single blind review: Penulis tidak tahu siapa reviwernya namun reviewer tahu siapa penulisnya.
- Open blind review: antara penulis dan reviewer saling mengetahui.

Ketiga proses tersebut memiliki kekurangan dan kelebihan, disarankan penerbitan jurnal menggunakan mekanisme doubli blind review untuk menjaga bias penerbitan.



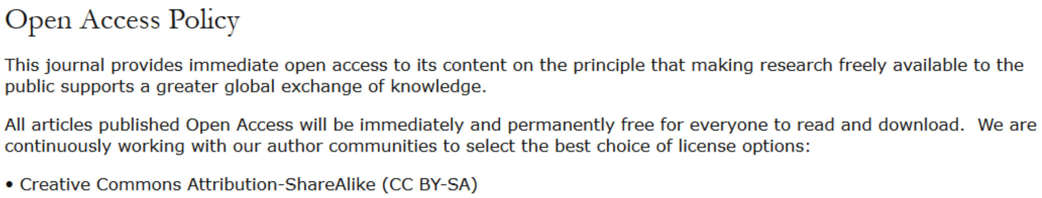
Peer Review Process

Submitted papers are evaluated by anonymous referees by double blind peer review for contribution, originality, relevance, and presentation. The Editor shall inform you of the results of the review as soon as possible, hopefully in 3 months. Please notice that because of the great number of submissions that TELKOMNIKA TCEC has received during the last few months the duration of the review process can be up to 5 months.

Gambar 2.8 *Review Policy*

5. *Open Access Policy*

Open Acces Policy merupakan pernyataan yang memberlakukan akses secara terbuka sehingga pembaca dapat secara bebas melakukan akses sampai pada dokumen lengkap artikel tanpa membayar. Namun hak cipta penulisan tetap menjadi milik penulis, dan penerbitan menjadi milik penerbit. Gambar 2.9 memperlihatkan contoh pernyatan "*open acces policy*" suatu jurnal.



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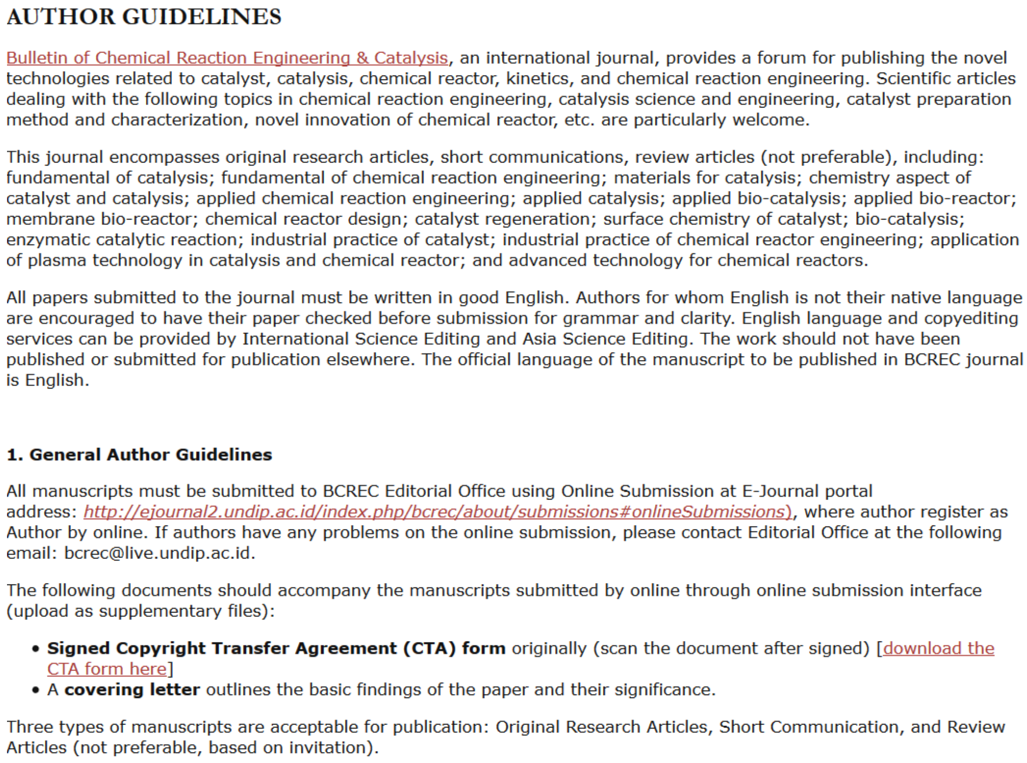
Gambar 2.9 *Open Acces Policy* BCREC

6. *Author Guideline*

Petunjuk penulisan (*Author Guideline*) merupakan panduan bagi penulis untuk menyiapkan naskah yang akan dikirimkan ke jurnal sehingga editor akan mudah menyunting naskah yang dikirimkan. Penerbit jurnal diharapkan dapat membuat *author guideline* serinci mungkin dan dituangkan dalam suatu *template* penulisan. Penerbit diharapkan membuat daftar check untuk penulis sebelum mengirimkan tulisan sehingga meminimalisasi kesalahan dalam proses editing.



AUTHOR GUIDELINES

Bulletin of Chemical Reaction Engineering & Catalysis, an international journal, provides a forum for publishing the novel technologies related to catalyst, catalysis, chemical reactor, kinetics, and chemical reaction engineering. Scientific articles dealing with the following topics in chemical reaction engineering, catalysis science and engineering, catalyst preparation method and characterization, novel innovation of chemical reactor, etc. are particularly welcome.

This journal encompasses original research articles, short communications, review articles (not preferable), including: fundamental of catalysis; fundamental of chemical reaction engineering; materials for catalysis; chemistry aspect of catalyst and catalysis; applied chemical reaction engineering; applied catalysis; applied bio-catalysis; applied bio-reactor; membrane bio-reactor; chemical reactor design; catalyst regeneration; surface chemistry of catalyst; bio-catalysis; enzymatic catalytic reaction; industrial practice of catalyst; industrial practice of chemical reactor engineering; application of plasma technology in catalysis and chemical reactor; and advanced technology for chemical reactors.

All papers submitted to the journal must be written in good English. Authors for whom English is not their native language are encouraged to have their paper checked before submission for grammar and clarity. English language and copyediting services can be provided by International Science Editing and Asia Science Editing. The work should not have been published or submitted for publication elsewhere. The official language of the manuscript to be published in BCREC journal is English.

1. General Author Guidelines

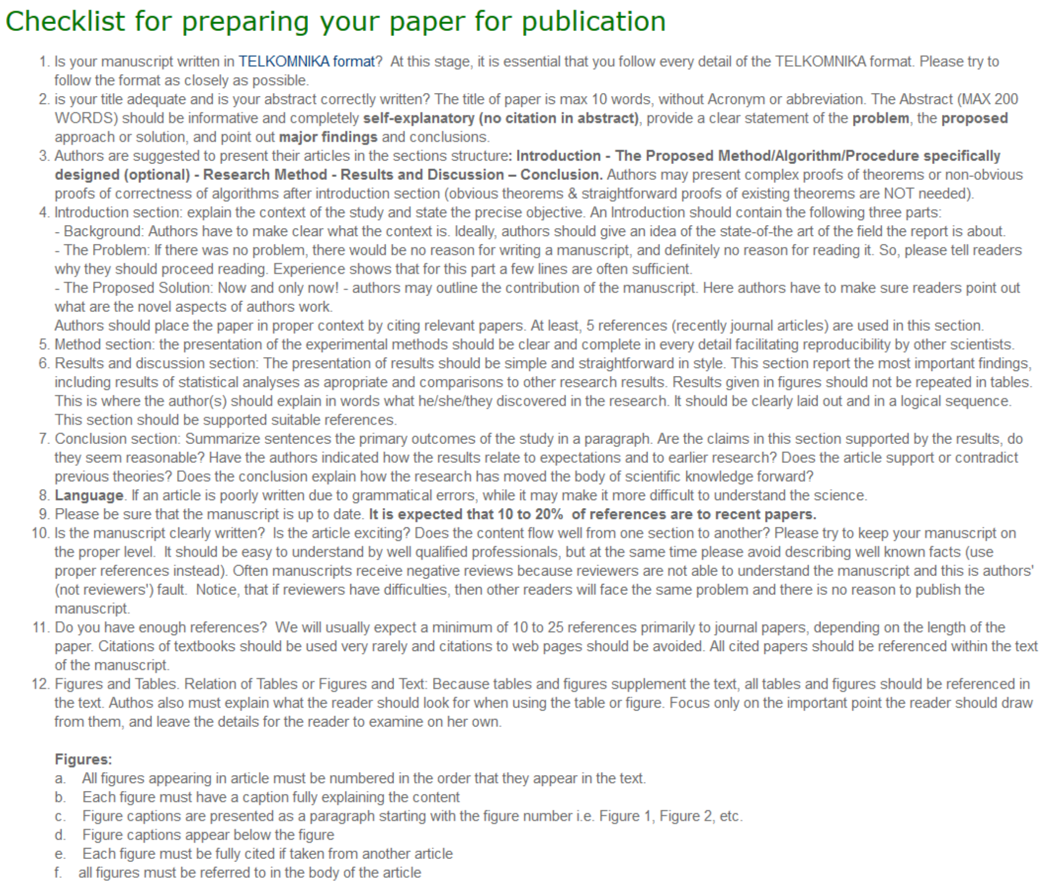
All manuscripts must be submitted to BCREC Editorial Office using Online Submission at E-Journal portal address: *http://ejournal2.undip.ac.id/index.php/bcrec/about/submissions#onlineSubmissions)*, where author register as Author by online. If authors have any problems on the online submission, please contact Editorial Office at the following email: bcrec@live.undip.ac.id.

The following documents should accompany the manuscripts submitted by online through online submission interface (upload as supplementary files):

- **Signed Copyright Transfer Agreement (CTA) form** originally (scan the document after signed) [download the CTA form here]
- A **covering letter** outlines the basic findings of the paper and their significance.

Three types of manuscripts are acceptable for publication: Original Research Articles, Short Communication, and Review Articles (not preferable, based on invitation).

Gambar 2.10 Petunjuk Penulisan Jurnal BCREC



Checklist for preparing your paper for publication

1. Is your manuscript written in TELKOMNIKA format? At this stage, it is essential that you follow every detail of the TELKOMNIKA format. Please try to follow the format as closely as possible.
2. is your title adequate and is your abstract correctly written? The title of paper is max 10 words, without Acronym or abbreviation. The Abstract (MAX 200 WORDS) should be informative and completely **self-explanatory (no citation in abstract)**, provide a clear statement of the **problem**, the **proposed** approach or solution, and point out **major findings** and conclusions.
3. Authors are suggested to present their articles in the sections structure**: Introduction - The Proposed Method/Algorithm/Procedure specifically designed (optional) - Research Method - Results and Discussion – Conclusion.** Authors may present complex proofs of theorems or non-obvious proofs of correctness of algorithms after introduction section (obvious theorems & straightforward proofs of existing theorems are NOT needed).
4. Introduction section: explain the context of the study and state the precise objective. An Introduction should contain the following three parts:
   - Background: Authors have to make clear what the context is. Ideally, authors should give an idea of the state-of-the art of the field the report is about.
   - The Problem: If there was no problem, there would be no reason for writing a manuscript, and definitely no reason for reading it. So, please tell readers why they should proceed reading. Experience shows that for this part a few lines are often sufficient.
   - The Proposed Solution: Now and only now! - authors may outline the contribution of the manuscript. Here authors have to make sure readers point out what are the novel aspects of authors work.

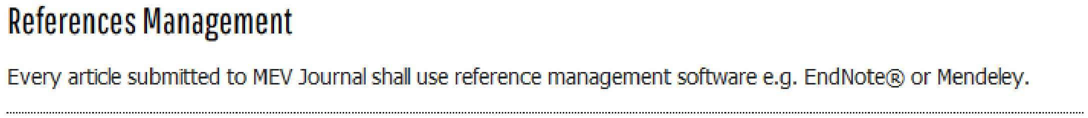
   Authors should place the paper in proper context by citing relevant papers. At least, 5 references (recently journal articles) are used in this section.
5. Method section: the presentation of the experimental methods should be clear and complete in every detail facilitating reproducibility by other scientists.
6. Results and discussion section: The presentation of results should be simple and straightforward in style. This section report the most important findings, including results of statistical analyses as apropriate and comparisons to other research results. Results given in figures should not be repeated in tables. This is where the author(s) should explain in words what he/she/they discovered in the research. It should be clearly laid out and in a logical sequence. This section should be supported suitable references.
7. Conclusion section: Summarize sentences the primary outcomes of the study in a paragraph. Are the claims in this section supported by the results, do they seem reasonable? Have the authors indicated how the results relate to expectations and to earlier research? Does the article support or contradict previous theories? Does the conclusion explain how the research has moved the body of scientific knowledge forward?
8. **Language**. If an article is poorly written due to grammatical errors, while it may make it more difficult to understand the science.
9. Please be sure that the manuscript is up to date. **It is expected that 10 to 20% of references are to recent papers.**
10. Is the manuscript clearly written? Is the article exciting? Does the content flow well from one section to another? Please try to keep your manuscript on the proper level. It should be easy to understand by well qualified professionals, but at the same time please avoid describing well known facts (use proper references instead). Often manuscripts receive negative reviews because reviewers are not able to understand the manuscript and this is authors' (not reviewers') fault. Notice, that if reviewers have difficulties, then other readers will face the same problem and there is no reason to publish the manuscript.
11. Do you have enough references? We will usually expect a minimum of 10 to 25 references primarily to journal papers, depending on the length of the paper. Citations of textbooks should be used very rarely and citations to web pages should be avoided. All cited papers should be referenced within the text of the manuscript.
12. Figures and Tables. Relation of Tables or Figures and Text: Because tables and figures supplement the text, all tables and figures should be referenced in the text. Authos also must explain what the reader should look for when using the table or figure. Focus only on the important point the reader should draw from them, and leave the details for the reader to examine on her own.

    Figures:
    a. All figures appearing in article must be numbered in the order that they appear in the text.
    b. Each figure must have a caption fully explaining the content
    c. Figure captions are presented as a paragraph starting with the figure number i.e. Figure 1, Figure 2, etc.
    d. Figure captions appear below the figure
    e. Each figure must be fully cited if taken from another article
    f. all figures must be referred to in the body of the article

Gambar 2.11 Checklit preparation Jurnal Telkomnika

7. *Reference Management Policy*

Reference management policy merupakan kebijakan dalam penentuan gaya kutipan dan daftar pustaka dalam suatu artikel di jurnal, saat ini untuk memudahkan penulis tersedia berbagai tools reference manager seperti mendeley, end note, zotero dan citavi yang bisa disarankan kepada penulis untuk digunakan dalam penulisan sehingga baik dan benar. Manfaat kebih lanjut yang diterima oleh editor adalah meminimalisasi kesalahan dalam pengutipan dan penyusunan daftar pustaka.



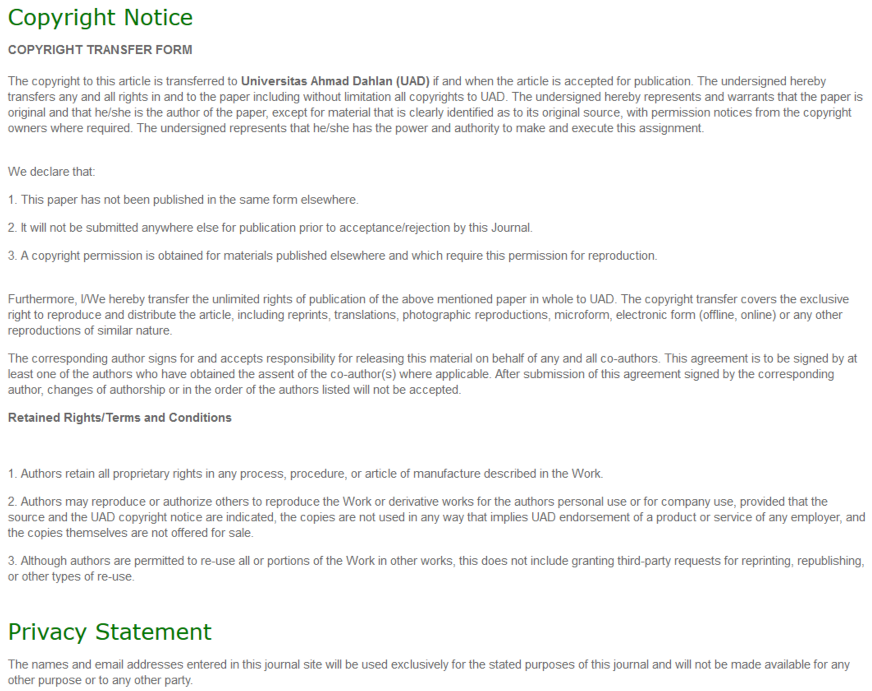
References Management

Every article submitted to MEV Journal shall use reference management software e.g. EndNote® or Mendeley.

Gambar 2.12 *References Management Policy*

8. **Copyright Statement**, dan sejenisnya.

Copyright statement merupakan pernyataan yang memberikan aturan terkait penyerahan naskah dari penulis kepada penerbit, sehingga penerbit memiliki hak penuh dalam pendistribusian artikel baik berbayar maupun gratis termasuk mendaftarkan ke berbagai lembaga pengindeks. Dalam pernyataan tersebut juga dituliskan bahwa penulis menjamin naskah yang dikirimkan belum pernah dikirimkan ke jurnal yang lain dan sudah melalui proses penelitian sesuai kaidah yang berlaku. Gambar 2.13 dan 2.14 memperlihatkan *copyright notice* dan *copyright form* suatu jurnal.



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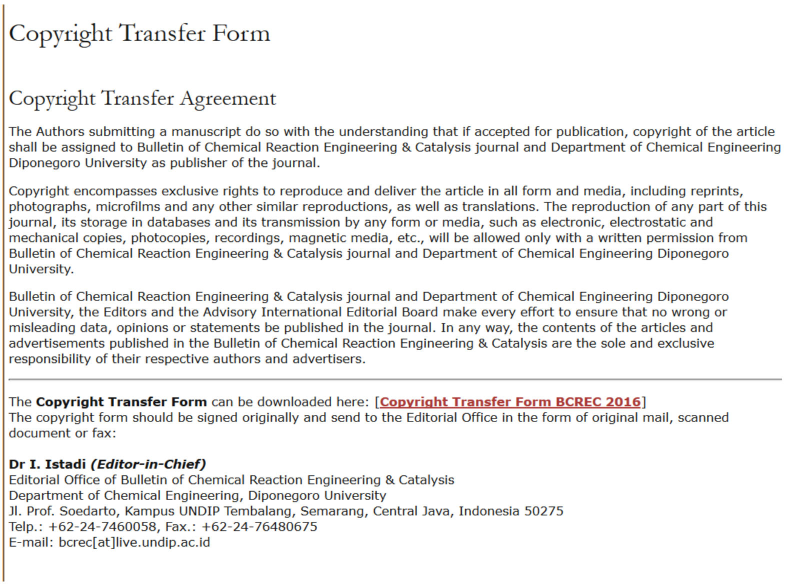

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Gambar 2.14 Copyright Transfer Form BCREC

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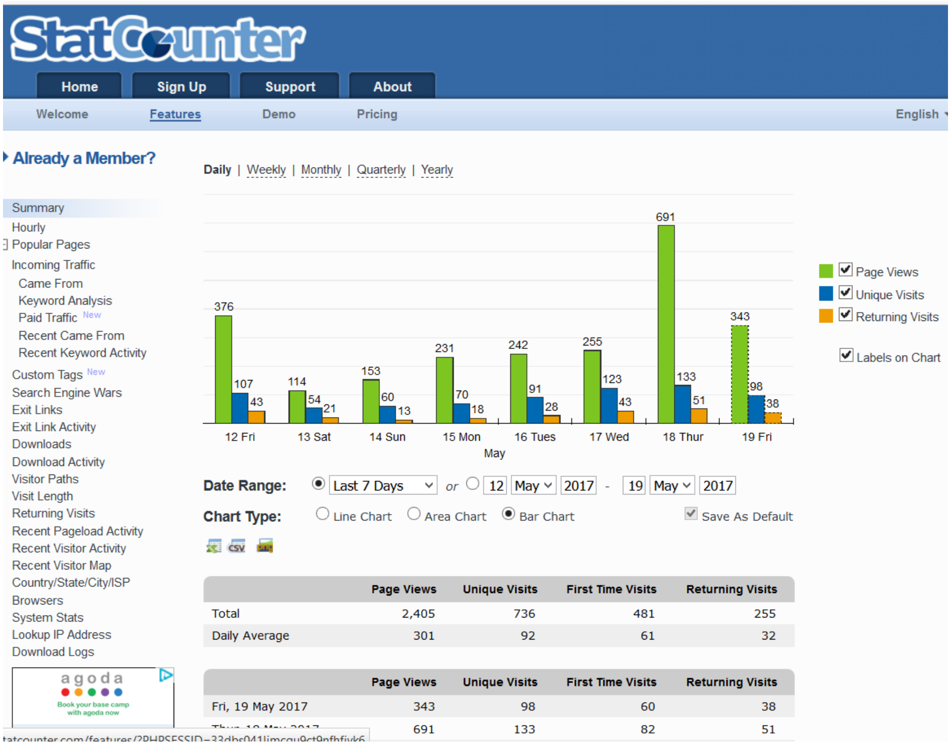
Statistik akses diperlukan untuk mengetahui jumlah kunjungan terhadap wesite jurnal, darimana asal kota dan negara pengunjung, mana saja artikel yang sering diunduh. Hal ini sangat penting untuk melihat seberapa penting website kita dilihat dan dampak dari promosi yang sudah dilakukan serta langkah promosi selanjutnya.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Daily | Weekly | Monthly | Quarterly | Yearly
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12 Fri
13 Sat
14 Sun
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16 Tues
17 Wed
18 Thur
19 Fri
May
🟩 ☑ Page Views
🟦 ☑ Unique Visits
🟧 ☑ Returning Visits
☑ Labels on Chart
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Date Range: ● Last 7 Days or ○ 12 May 2017 - 19 May 2017

Chart Type: ○ Line Chart ○ Area Chart ● Bar Chart ☑ Save As Default

	Page Views	Unique Visits	First Time Visits	Returning Visits
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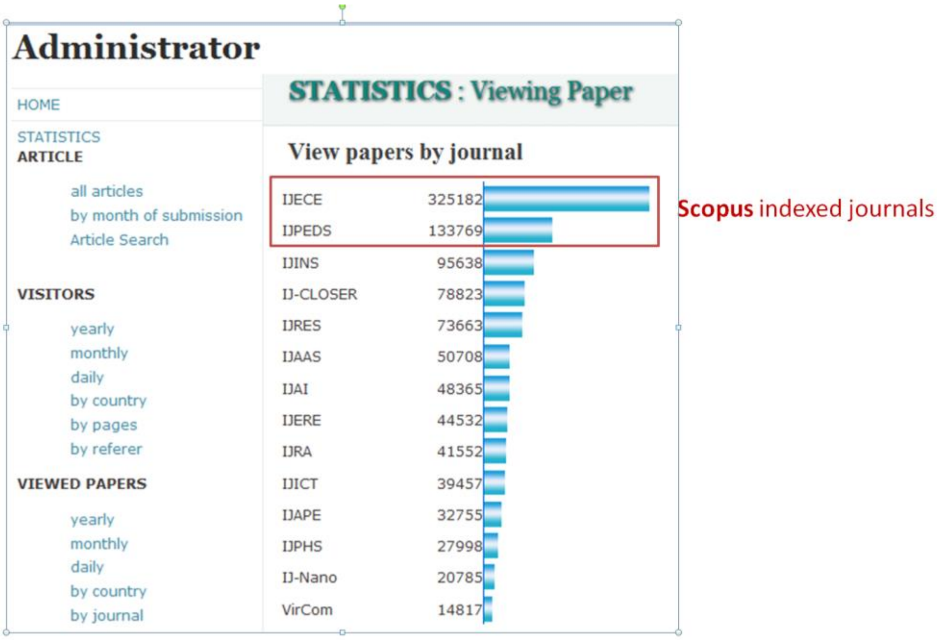
	Page Views	Unique Visits	First Time Visits	Returning Visits
Fri, 19 May 2017	343	98	60	38
Thur, 18 May 2017	691	133	82	51

Gambar 2.15 Statistik Akses Kunjungan jurnal



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View papers by journal

IJECE	325182
IJPEDS	133769
IJINS	95638
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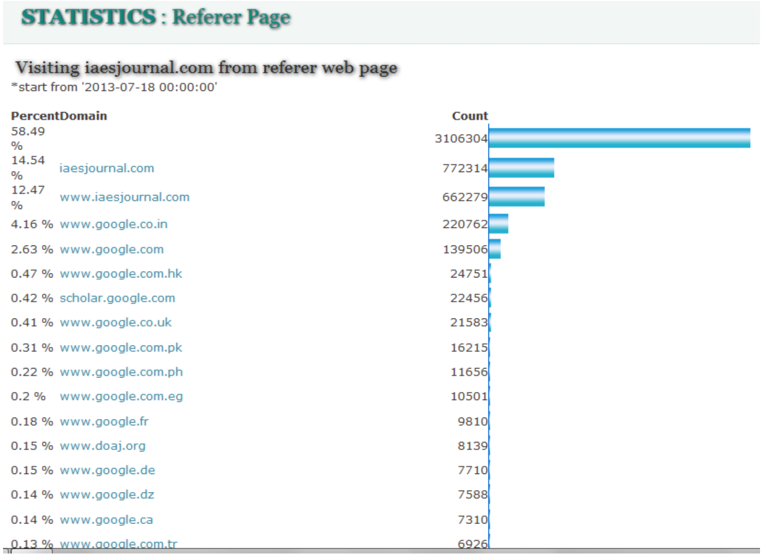
IJRES	73663
IJAAS	50708
IJAI	48365
IJERE	44532
IJRA	41552
IJICT	39457
IJAPE	32755
IJPHS	27998
IJ-Nano	20785
VirCom	14817

Scopus indexed journals



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0.31 %	www.google.com.pk	16215
0.22 %	www.google.com.ph	11656
0.2 %	www.google.com.eg	10501
0.18 %	www.google.fr	9810
0.15 %	www.doaj.org	8139
0.15 %	www.google.de	7710
0.14 %	www.google.dz	7588
0.14 %	www.google.ca	7310
0.13 %	www.google.com.tr	6926

Gambar 2.16 Statistik akses unduhan artikel

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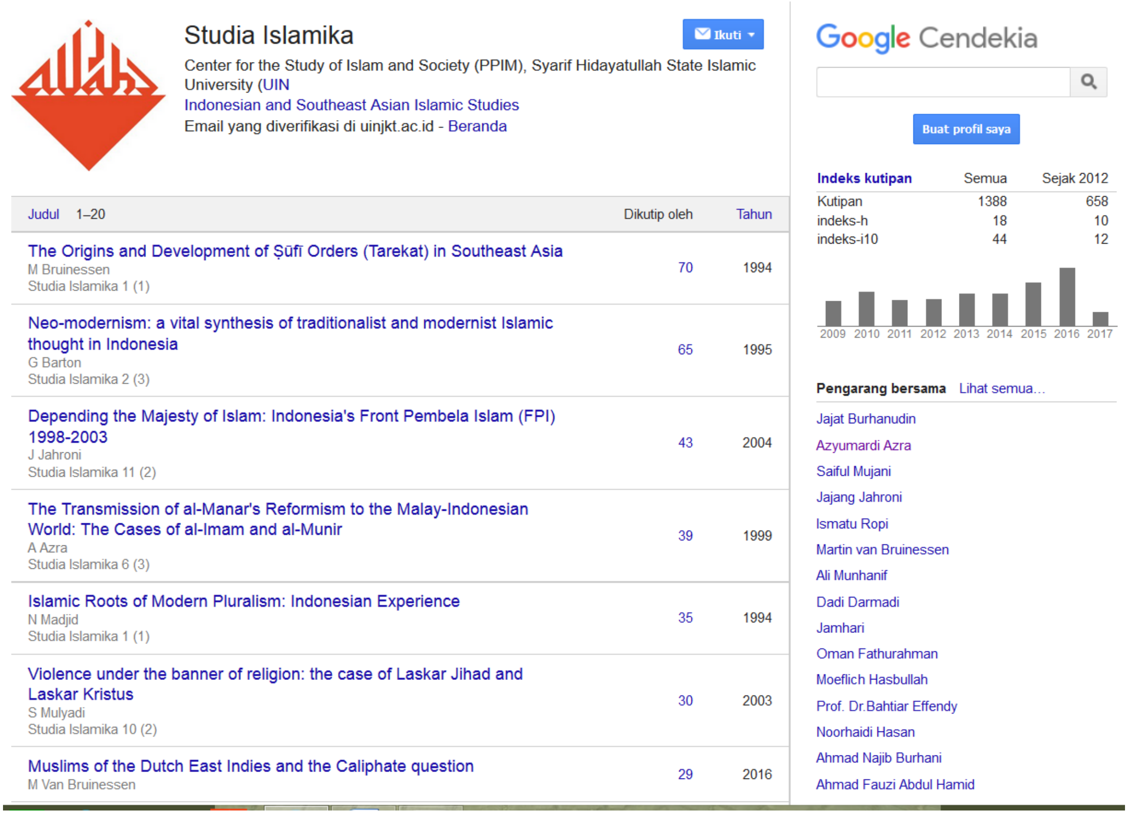
Indikator kinerja jurnal dapat dilihat dari seberapa banyak sitasi yang dihasilkan, yang akan menjadi perhitungan dari *jurnal metric* antara lain: *h-indeks*, *i-10-indeks* dan *impact factor*. Sebagai langkah awal melihat kinerja jurnal maka penerbit disarankan membuat akun dan mengindekskan jurnal di *Google scholar* sehinga data mengetahui sitasi dah h-indeks dan i-10 indeks dari setiap artikel. Untuk membuat akun di google scholar dapat mempelajari alamat url : https://scholar.google.com/intl/en/scholar/inclusion.html .

h-index adalah bilangan h terbesar dimana sejumlah h artikel paling sedikit mempunyai h citation. Contoh: h-index 6, berarti ada 6 artikel yang disitasi oleh minimum 6 artikel pensitasi. i10-index adalah bilangan i10 terbesar dimana sejumlah i10 artikel mempunyai jumlah sitasi minimum 10 sitasi. Contoh: i10-index=1 , berarti ada 1 artikel yang disitasi oleh minimun 10 artikel pensitasi.



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Indonesian and Southeast Asian Islamic Studies

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Judul 1–20	Dikutip oleh	Tahun
The Origins and Development of Ṣūfī Orders (Tarekat) in Southeast Asia M Bruinessen Studia Islamika 1 (1)	70	1994
Neo-modernism: a vital synthesis of traditionalist and modernist Islamic thought in Indonesia G Barton Studia Islamika 2 (3)	65	1995
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Violence under the banner of religion: the case of Laskar Jihad and Laskar Kristus S Mulyadi Studia Islamika 10 (2)	30	2003
Muslims of the Dutch East Indies and the Caliphate question M Van Bruinessen	29	2016

Indeks kutipan	Semua	Sejak 2012
Kutipan	1388	658
indeks-h	18	10
indeks-i10	44	12

Pengarang bersama Lihat semua...

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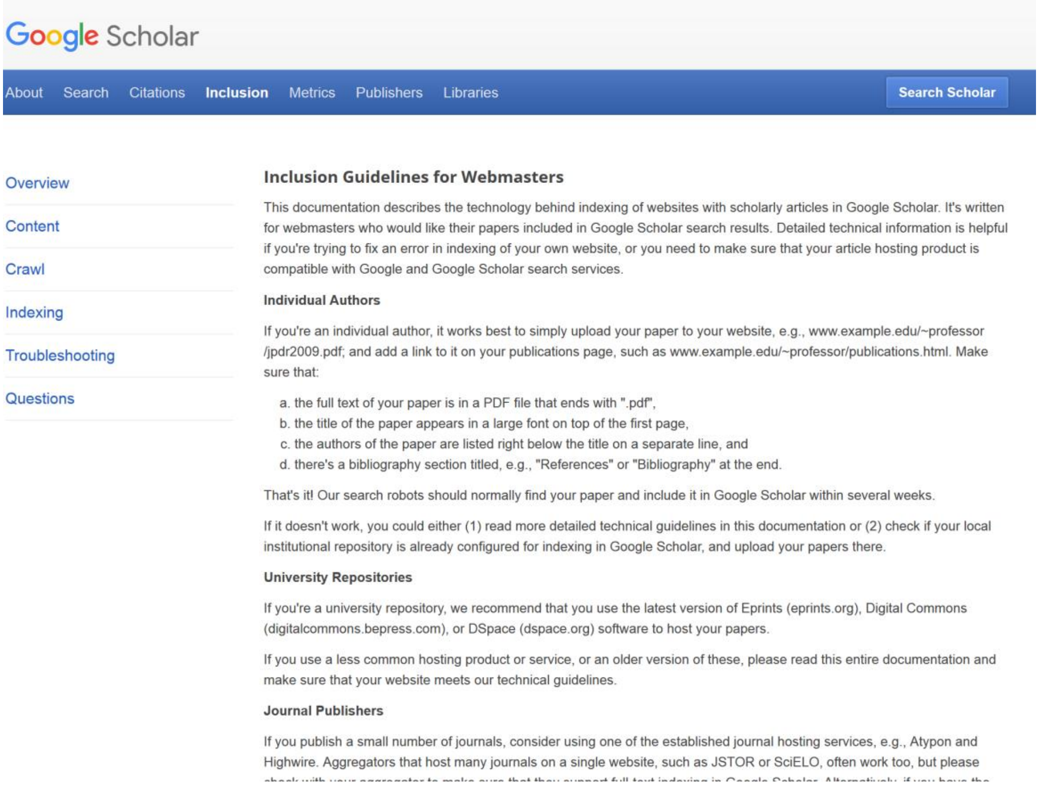
Noorhaidi Hasan
Ahmad Najib Burhani
Ahmad Fauzi Abdul Hamid

Gambar 2.17 Tampilan sitasi jurnal dari *Google Scholar*.



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This documentation describes the technology behind indexing of websites with scholarly articles in Google Scholar. It's written for webmasters who would like their papers included in Google Scholar search results. Detailed technical information is helpful if you're trying to fix an error in indexing of your own website, or you need to make sure that your article hosting product is compatible with Google and Google Scholar search services.

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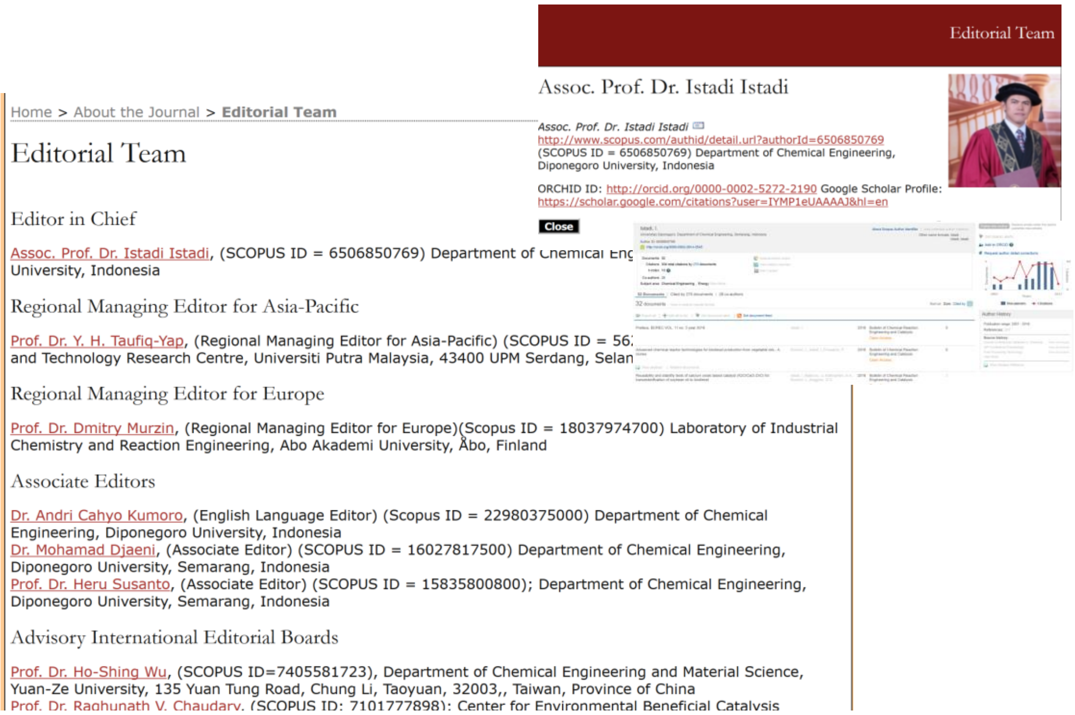
If you publish a small number of journals, consider using one of the established journal hosting services, e.g., Atypon and Highwire. Aggregators that host many journals on a single website, such as JSTOR or SciELO, often work too, but please

Gambar 2.18 Persiapan pendaftaran *Google Scholar*.

B. Standing Editor

Kualifikasi editor yang baik adalah editor yang pernah publikasi di jurnal bereputasi, sehingga tahu betul proses editing dan review yang dilakukan. Oleh karena itu Editors harus memiliki cakrawala pandang yang memadai dan terus mengikuti perkembangan jurnal internasional untuk pengembangan jurnal yang dikelola dan mengupayakan bahwa Editor adalah personil yang memiliki publikasi pada jurnal yang terindeks di SCOPUS dan/atau *Web of Science* (Thomson Reuters). Bagi jurnal yang baru secara perlahan kualitas Editors harus ditingkatkan. Editors dengan *low quality* digeser ke posisi non-Editor. Kualitas sebuah jurnal sering diukur dari siapa saja Editor-nya. Struktur Pengelolaan unsur utama dari suatu jurnal antara lain:

- Editor-in-Chief
- Editors/Managing Editors
- Editorial Board
- Publisher



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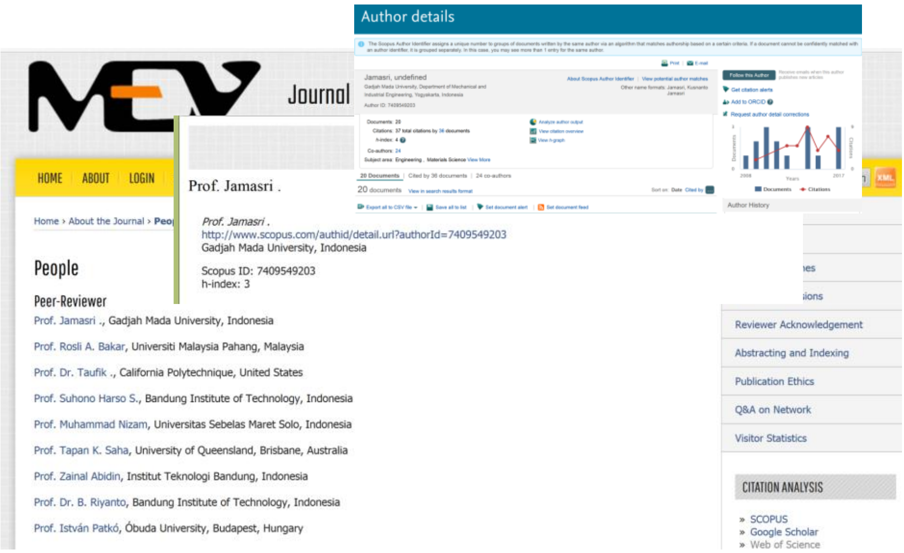
Gambar 2.19 Informasi tentang Standing Editor Jurnal



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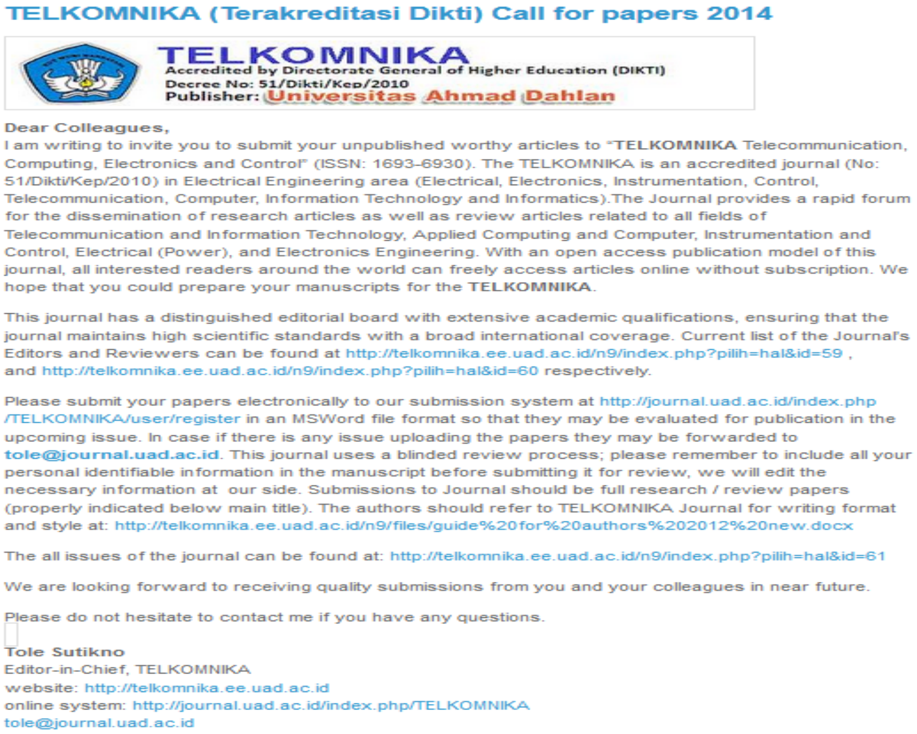
h-index: 3

Gambar 2.20 Informasi tentang Reviewer

C. Promosi

Call for papers dapat dilakukan terus-menerus, dan untuk menjadi jurnal internasional dan seharusnya menerbitkan jurnal dalam bahasa Inggris sehingga memudahkan untuk mendapatkan *Authors*, *Reviewers* dan *Editors*. Editor-in-Chief, Managing Editor seharusnya menaikkan reputasi publikasinya di jurnal terindeks Scopus dan/atau Web of Science dengan Penyebaran Informasi & Call for Papers adalah *the main key* di dalam pengembangan sebuah jurnal. Leaflet (tidak harus fisik), bisa online dan disebarkan melalui berbagai media (milist dll) Collect emails adalah hal sangat penting. Penyebaran Informasi & call for Papers dilakukan melalui berbagai cara dan media yang mungkin, gambar 35 dan 36 merupakan contoh undangan untuk penulis dan editor yang ditempelkan dalam suatu jurnal.



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We are looking forward to receiving quality submissions from you and your colleagues in near future.

Please do not hesitate to contact me if you have any questions.

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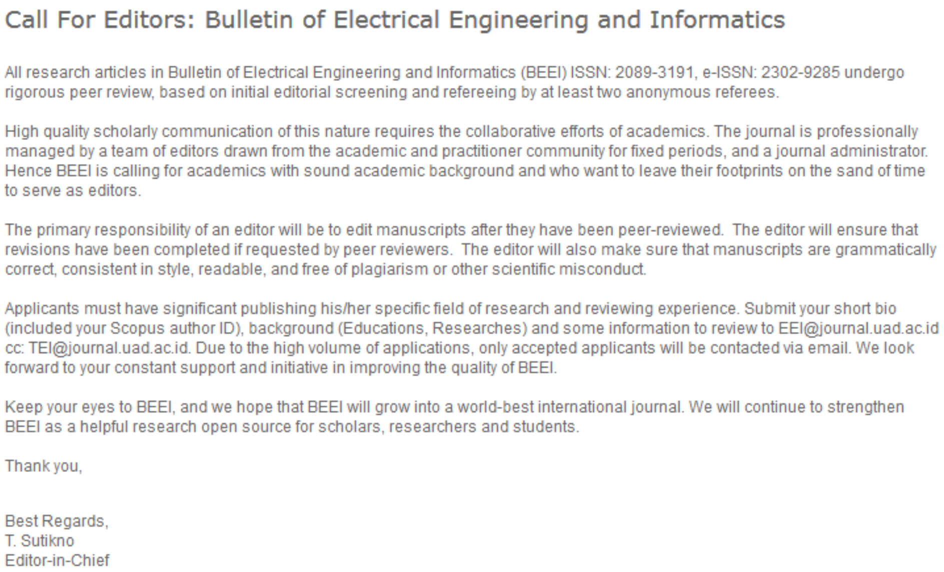
Gambar 2.21 Contoh Call for Paper



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Thank you,

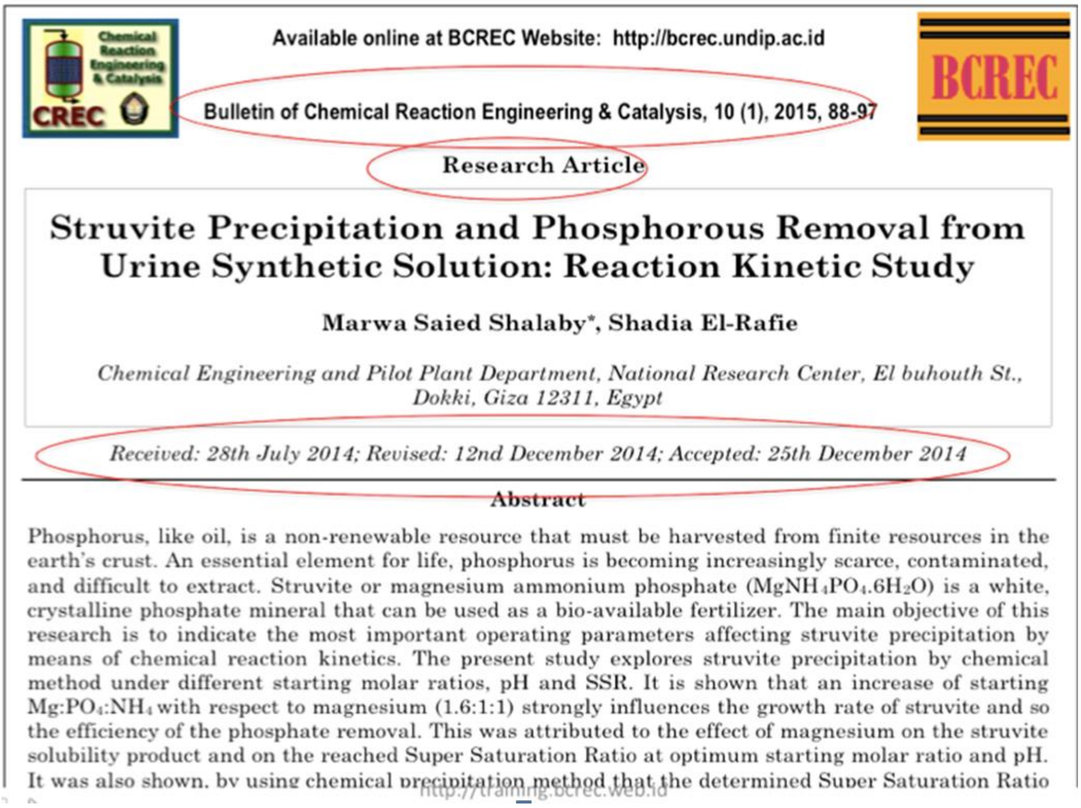
Best Regards,
T. Sutikno
Editor-in-Chief

Gambar 2.22 Contoh *Call for Editor*

BAB 3. Strategi Penyiapan Naskah dan Pengembangan Gaya Selingkung Artikel Ilmiah Bermutu di Jurnal Internasional Terindeks

Quality of Article Content yang dimaksud di bagian ini meliputi: kontribusi akademik dalam bidang ilmu berkaitan, kejelasan dan kelugasan abstrak, kualitas dan kesesuaian dengan tujuan dan skop jurnal, serta kualitas dan kejelasan isi artikel (Istadi, 2016). Contoh gaya selingkung isi artikel jurnal ilmiah dapat dilihat pada Gambar 3.1 dan 3.2. Perhatikan baik-baik tentang kelengkapannya, meliputi:

1. kejelasan informasi nama jurnal dan identitas nomor terbitan,
2. panduan mensitasi (jika ada),
3. sejarah kronologis artikel,
4. informasi nomor *ISSN* (print dan elektronik), dan
5. identitas artikel berupa DOI (*Digital Object Identifier*).



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Bulletin of Chemical Reaction Engineering & Catalysis, 10 (1), 2015, 88-97

Research Article

Struvite Precipitation and Phosphorous Removal from Urine Synthetic Solution: Reaction Kinetic Study

Marwa Saied Shalaby*, Shadia El-Rafie

Chemical Engineering and Pilot Plant Department, National Research Center, El buhouth St., Dokki, Giza 12311, Egypt

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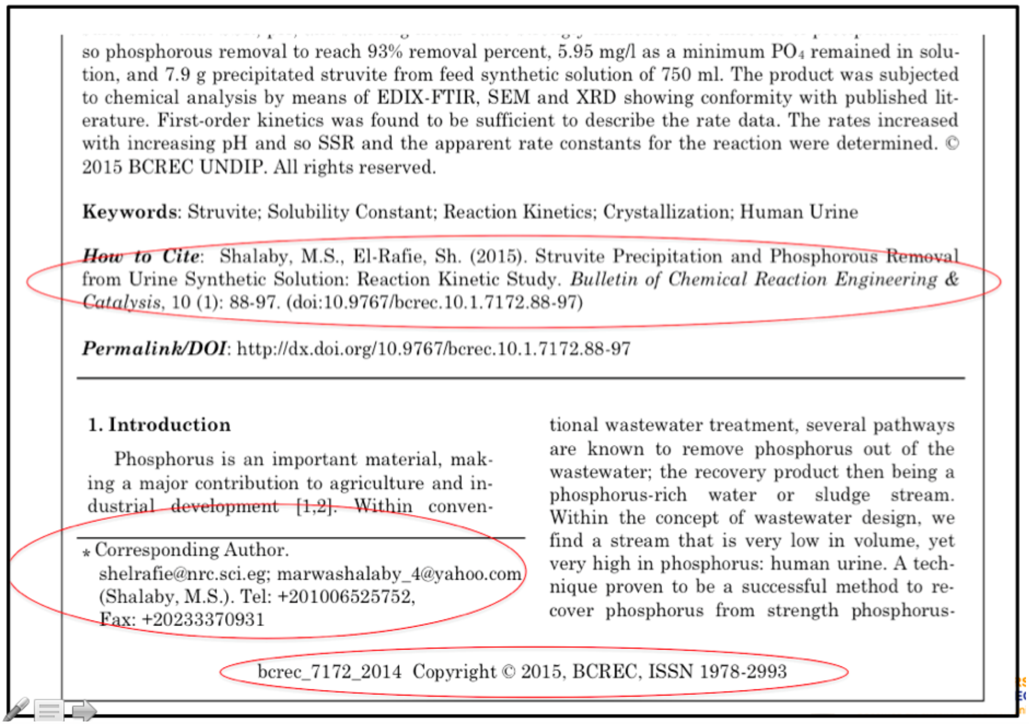
Abstract

Phosphorus, like oil, is a non-renewable resource that must be harvested from finite resources in the earth's crust. An essential element for life, phosphorus is becoming increasingly scarce, contaminated, and difficult to extract. Struvite or magnesium ammonium phosphate ($MgNH_4PO_4.6H_2O$) is a white, crystalline phosphate mineral that can be used as a bio-available fertilizer. The main objective of this research is to indicate the most important operating parameters affecting struvite precipitation by means of chemical reaction kinetics. The present study explores struvite precipitation by chemical method under different starting molar ratios, pH and SSR. It is shown that an increase of starting $Mg:PO_4:NH_4$ with respect to magnesium (1.6:1:1) strongly influences the growth rate of struvite and so the efficiency of the phosphate removal. This was attributed to the effect of magnesium on the struvite solubility product and on the reached Super Saturation Ratio at optimum starting molar ratio and pH. It was also shown, by using chemical precipitation method that the determined Super Saturation Ratio

http://training.bcrec.web.id

Sumber: (BCREC, 2017)

Gambar 3. 1 Contoh gaya selingkung artikel jurnal



so phosphorous removal to reach 93% removal percent, 5.95 mg/l as a minimum PO_4 remained in solution, and 7.9 g precipitated struvite from feed synthetic solution of 750 ml. The product was subjected to chemical analysis by means of EDIX-FTIR, SEM and XRD showing conformity with published literature. First-order kinetics was found to be sufficient to describe the rate data. The rates increased with increasing pH and so SSR and the apparent rate constants for the reaction were determined. © 2015 BCREC UNDIP. All rights reserved.

Keywords: Struvite; Solubility Constant; Reaction Kinetics; Crystallization; Human Urine

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1. Introduction

Phosphorus is an important material, making a major contribution to agriculture and industrial development [1,2]. Within conventional wastewater treatment, several pathways are known to remove phosphorus out of the wastewater; the recovery product then being a phosphorus-rich water or sludge stream. Within the concept of wastewater design, we find a stream that is very low in volume, yet very high in phosphorus: human urine. A technique proven to be a successful method to recover phosphorus from strength phosphorus-

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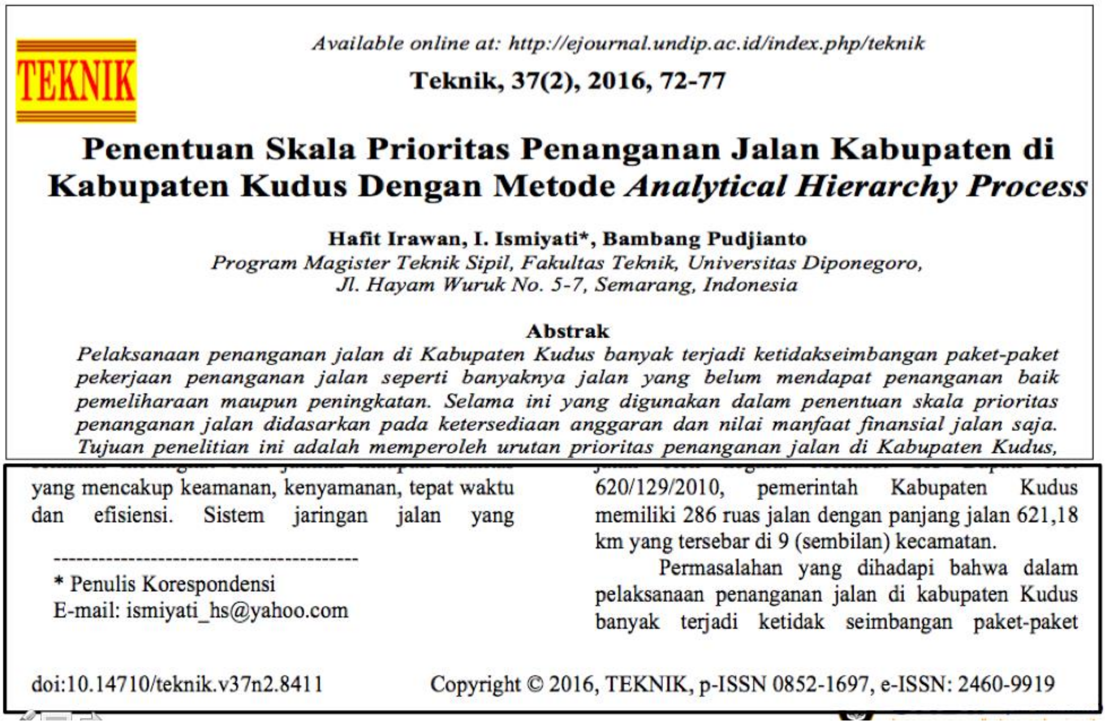

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Teknik, 37(2), 2016, 72-77

Penentuan Skala Prioritas Penanganan Jalan Kabupaten di Kabupaten Kudus Dengan Metode *Analytical Hierarchy Process*

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Abstrak

Pelaksanaan penanganan jalan di Kabupaten Kudus banyak terjadi ketidakseimbangan paket-paket pekerjaan penanganan jalan seperti banyaknya jalan yang belum mendapat penanganan baik pemeliharaan maupun peningkatan. Selama ini yang digunakan dalam penentuan skala prioritas penanganan jalan didasarkan pada ketersediaan anggaran dan nilai manfaat finansial jalan saja. Tujuan penelitian ini adalah memperoleh urutan prioritas penanganan jalan di Kabupaten Kudus,

yang mencakup keamanan, kenyamanan, tepat waktu dan efisiensi. Sistem jaringan jalan yang

620/129/2010, pemerintah Kabupaten Kudus memiliki 286 ruas jalan dengan panjang jalan 621,18 km yang tersebar di 9 (sembilan) kecamatan.

Permasalahan yang dihadapi bahwa dalam pelaksanaan penanganan jalan di kabupaten Kudus banyak terjadi ketidak seimbangan paket-paket

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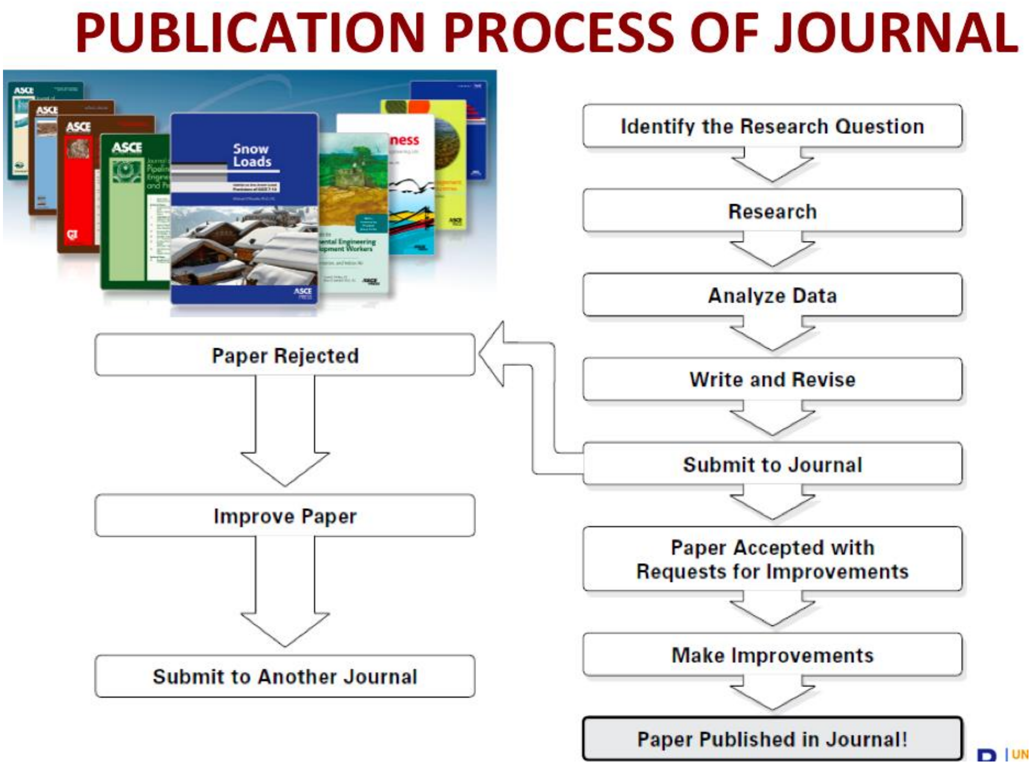
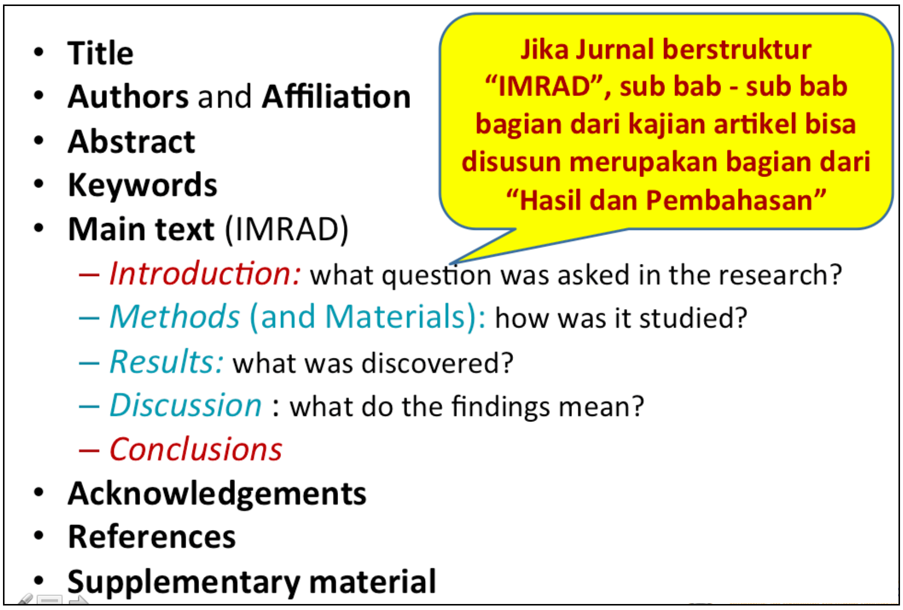
Gambar 3. 2 Contoh gaya selingkung artikel jurnal

Adapun tahap-tahap proses publikasi artikel ilmiah di jurnal pada umumnya mulai dari penyerahan manuskrip artikel, proses telaah oleh peer-reviewers, keputusan oleh editor, dan proses perbaikan oleh penulis disajikan di Gambar 3.3.


PUBLICATION PROCESS OF JOURNAL
Identify the Research Question
Research
Analyze Data
Write and Revise
Submit to Journal
Paper Accepted with Requests for Improvements
Make Improvements
Paper Published in Journal!
Paper Rejected
Improve Paper
Submit to Another Journal
Snow Loads

Gambar 3. 3 Tahapan-tahapan proses publikasi artikel jurnal

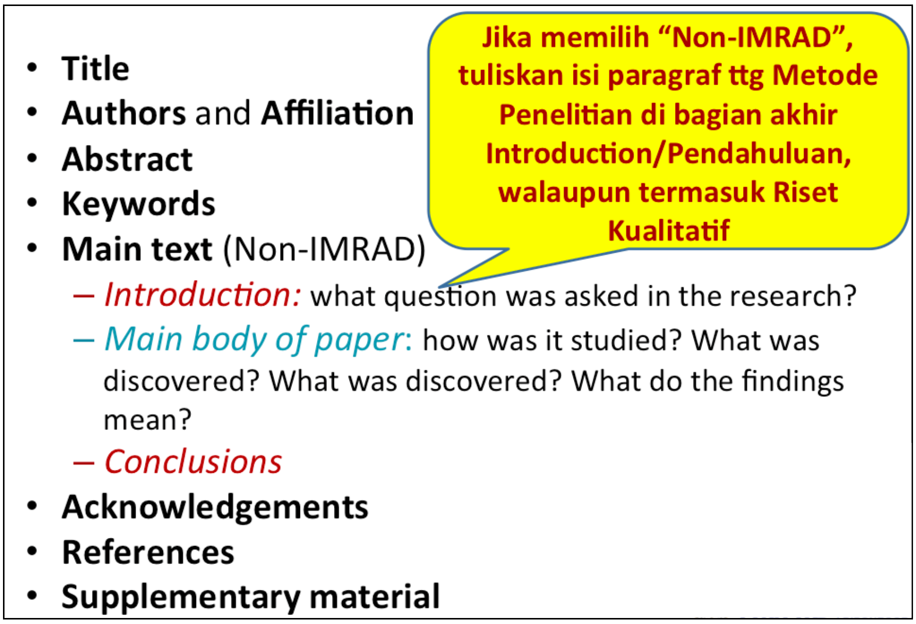
Beberapa hal berikut disajikan contoh-contoh struktur pembaban artikel ilmiah pada jurnal internasional pada umumnya. Pada dasarnya ada dua struktur utama pembaban artikel, yaitu struktur IMRAD (Gambar 3.4) dan struktur NON-IMRAD (Gambar 3.5). Biasanya struktur IMRAD lebih banyak dipakai untuk konteks artikel ilmiah jurnal terutama yang berbasis penelitian empiris, namun demikian penggunaan struktur pembaban NON-IMRAD juga diperbolehkan untuk bidang-bidang ilmu tertentu, atau untuk jenis-jenis artikel tertentu.



- **Title**
- **Authors** and **Affiliation**
- **Abstract**
- **Keywords**
- **Main text** (IMRAD)
  - *Introduction:* what question was asked in the research?
  - *Methods* (and Materials): how was it studied?
  - *Results:* what was discovered?
  - *Discussion* : what do the findings mean?
  - *Conclusions*
- **Acknowledgements**
- **References**
- **Supplementary material**

Jika Jurnal berstruktur "IMRAD", sub bab - sub bab bagian dari kajian artikel bisa disusun merupakan bagian dari "Hasil dan Pembahasan"

Gambar 3. 4 Struktur pembaban artikel jenis IMRAD



Jika memilih "Non-IMRAD", tuliskan isi paragraf ttg Metode Penelitian di bagian akhir Introduction/Pendahuluan, walaupun termasuk Riset Kualitatif

- **Title**
- **Authors** and **Affiliation**
- **Abstract**
- **Keywords**
- **Main text** (Non-IMRAD)
  - *Introduction:* what question was asked in the research?
  - *Main body of paper*: how was it studied? What was discovered? What was discovered? What do the findings mean?
  - *Conclusions*
- **Acknowledgements**
- **References**
- **Supplementary material**

Gambar 3. 5 Struktur pembaban artikel jenis NON-IMRAD

Ada beberapa hal penting tentang artikel yang tidak layak diterbitkan, yaitu:

1. Laporan yang tidak mengandung aspek kajian saintifik *(Reports of no scientific interest)*;
2. Riset yang tidak ada kebaruan atau novelty *(No novelty of research works)*;
3. Riset yang sudah usang *(Out of date research works)*;
4. Riset yang duplikasi dari paper/penelitian sebelumnya atau mengandung plagiasi *(Duplications of previously published works)*;
5. Simpulan yang tidak benar atau tidak ditunjang data hasil penelitian *(Incorrect / unacceptable conclusions (usually not supported by significant improvement data)*.

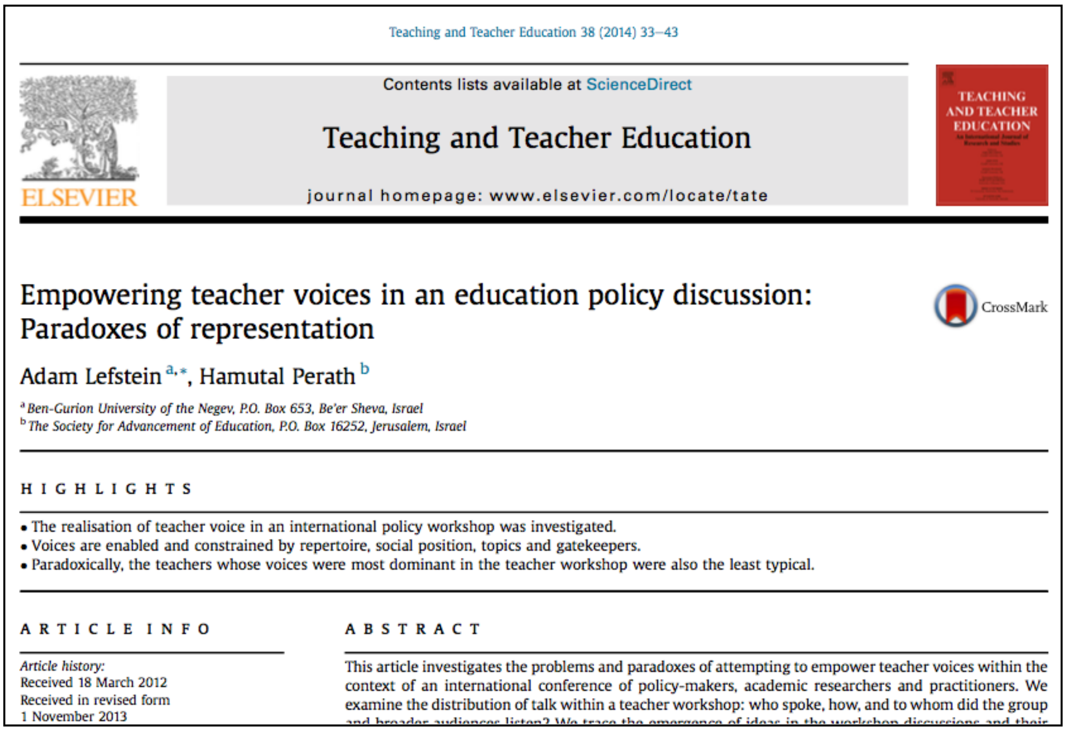
Oleh karena itu, sebuah jurnal ilmiah jangan menerima/menerbitkan artikel yang mempunyai indikasi-indikasi tersebut.

Untuk menghasilkan publikasi artikel yang baik beberapa unsur ini penting untuk diperhatikan, yaitu: (1). Kualitas artikel ilmiah yang baik; dan (2). Kualitas jurnal yang baik sebagai tempat publikasi. Akhirnya akan menghasilkan Publikasi Ilmiah Yang Baik pula. Berikut ini akan dijelaskan hal-hal penting dari unsur-unsur sebuah artikel ilmiah, penempatan unsur tersebut dapat dilihat pada Gambar 3.6.

A. Judul Artikel

Judul Artikel sebaiknya mengandung atau diawali dengan subjek atau *highlight* penelitian dengan ringkas; hindari singkatan, rumus, dan jargon; biasanya tidak mengandung kata kerja, singkatan, serta mudah dipahami; dan mengandung kata kunci untuk mempermudah sistem penelusuran dan indeks subyek perlu diterjemahkan ke dalam bahasa Inggris.

Contoh pemuatan kata yang tidak penting (dihindari): "*Disarikan dari Pengalaman Praktik Sehari-hari...*" atau, "*Beberapa Faktor yang Menentukan ...*" atau " *……: Studi Kasus di ….lokasi…..*". Judul artikel sebaiknya memuat atau diawali dengan highlight atau fitur utama temuan yang dihasilkan di penelitian ini, bukan tentang prosesnya, bukan pula tentang lokasinya.



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Teaching and Teacher Education

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Empowering teacher voices in an education policy discussion: Paradoxes of representation

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HIGHLIGHTS

- The realisation of teacher voice in an international policy workshop was investigated.
- Voices are enabled and constrained by repertoire, social position, topics and gatekeepers.
- Paradoxically, the teachers whose voices were most dominant in the teacher workshop were also the least typical.

ARTICLE INFO

Article history:
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Received in revised form
1 November 2013

ABSTRACT

This article investigates the problems and paradoxes of attempting to empower teacher voices within the context of an international conference of policy-makers, academic researchers and practitioners. We examine the distribution of talk within a teacher workshop: who spoke, how, and to whom did the group and broader audiences listen? We trace the emergence of ideas in the workshop discussions and their

Gambar 3. 6 Unsur tulisan artikel jurnal Ilmiah

B. *Nama Penulis*

Nama penulis ditulis lengkap supaya mudah diidentifikasi (kalau diminta, baru gunakan singkatan nama depan). Nama penulis seharusnya terdiri dari dua kata memuat nama pertama dan nama kedua/keluarga (*first name diikuti last name*). Jika nama hanya terdiri dari satu kata, maka sebaiknya dituliskan berulang (misal: *Istadi Istadi* atau *I. Istadi*). Perhatikan bahwa *last name* tidak boleh disingkat. Urutan nama penulis harus disepakati oleh semua anggota penulis, tak perlu gelar akademik, dan tetapkan siapa penulis korespondensi (diberi tanda).

C. Alamat Penulis

Alamat penulis atau afiliasi atau nama institusi diperlukan untuk maksud korespondensi, lengkapi alamat setiap penulis (alamat pos, e-mail), bisa ditulis dalam catatan kaki; untuk mahasiswa pascasarjana, tuliskan nama perguruan tinggi tempat studi dan lembaga asal (jika ada) di bagian catatan kaki (misal: “*Permanent Address:* ....”) ; jangan informasikan nomor telepon Handphone di artikel fulltext.

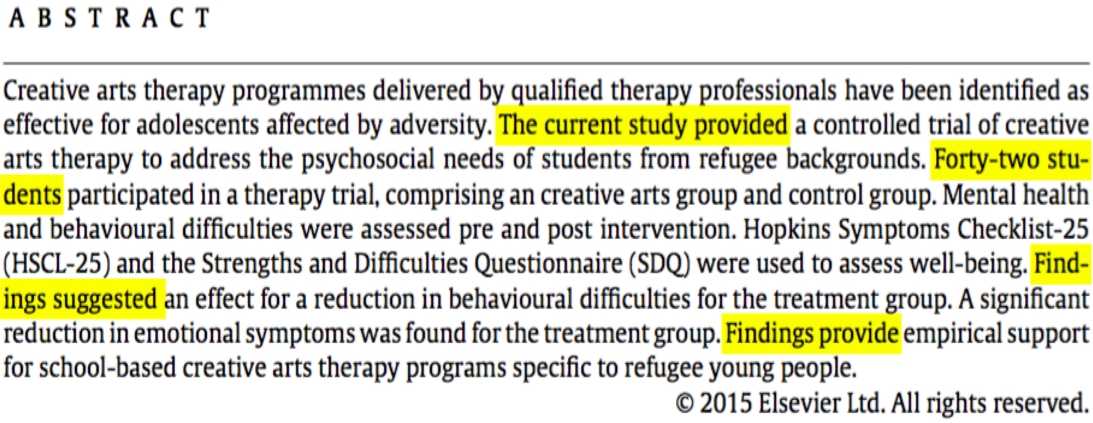
D. Abstrak

Abstrak ditulis dengan pendek (≈ 200-300 kata), biasanya hanya 1 paragraf (kecuali diminta oleh jurnal secara khusus); ditulis dengan struktur kalimat penuh; seharusnya berdiri sendiri dipisahkan dari makalahnya; tidak ada rujukan. Abstrak sebaiknya terdiri dari:

1. latar belakang singkat (satu kalimat saja, boleh tidak ada),
2. tujuan penelitian,

3. metode penelitian ringkas,
4. hasil utama temuan termasuk fakta-fakta baru,
5. simpulan utama, dan keberartiannya atau implikasi.

Sebaiknya mengandung semua kata kunci yang akan diindekskan; tidak mencantumkan tabel, ilustrasi, rujukan, singkatan dan akronim yang tidak dijelaskan; tidak memuat informasi atau simpulan yang tidak ada dalam naskah; jika artikel berbahasa Indonesia, abstrak ditulis dalam bahasa Indonesia dan Inggris agar jangkauan pembaca akan lebih luas; jika artikel berbahasa Inggris boleh abstrak dalam bahasa Inggris saja; jangan mengulang judul dalam abstrak; secara sederhana gunakan bantuan program di MS Word → '*Select all*' bagian abstract → '*Tools*' → '*Language*' → pilih '*English US*' atau '*UK*' → '*detect spelling and grammar*'. Contoh abstrak disajikan di Gambar 14.



ABSTRACT

Creative arts therapy programmes delivered by qualified therapy professionals have been identified as effective for adolescents affected by adversity. The current study provided a controlled trial of creative arts therapy to address the psychosocial needs of students from refugee backgrounds. Forty-two students participated in a therapy trial, comprising an creative arts group and control group. Mental health and behavioural difficulties were assessed pre and post intervention. Hopkins Symptoms Checklist-25 (HSCL-25) and the Strengths and Difficulties Questionnaire (SDQ) were used to assess well-being. Findings suggested an effect for a reduction in behavioural difficulties for the treatment group. A significant reduction in emotional symptoms was found for the treatment group. Findings provide empirical support for school-based creative arts therapy programs specific to refugee young people.

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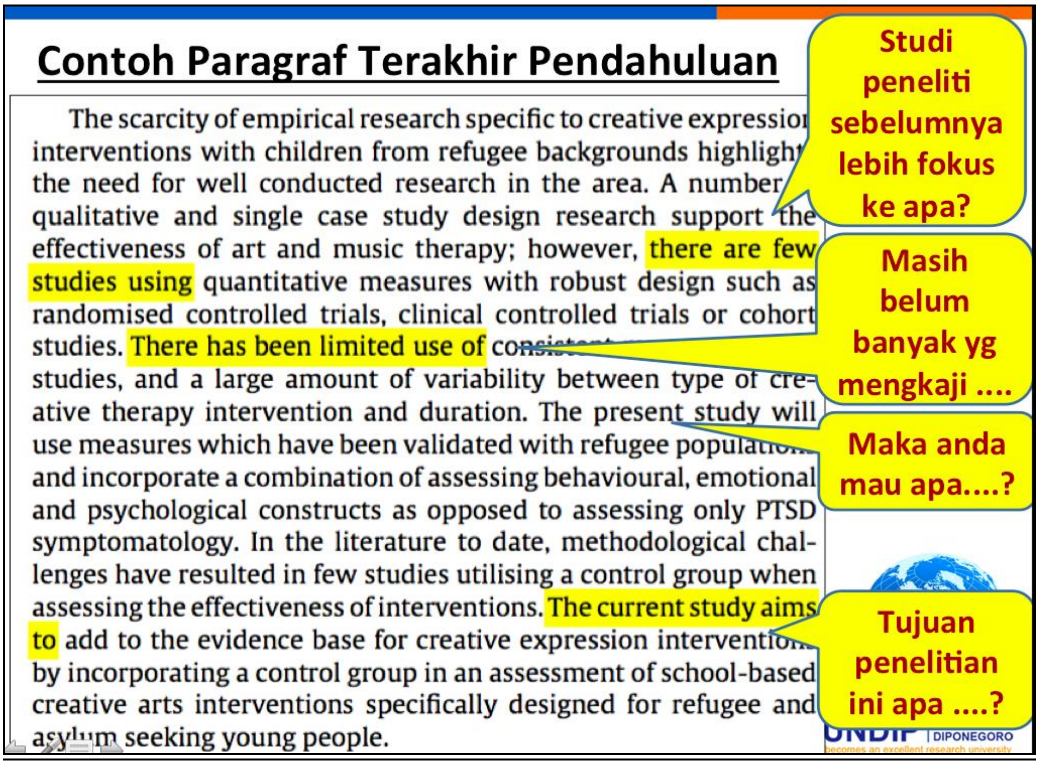
Gambar 3. 7 Contoh penulisan abstrak dan kata-kata kuncinya

E. Pendahuluan

Pendahuluan intinya berisi uraian masalah atau alasan penelitian atau pernyataan logis yang mengarah ke hipotesis atau tema pokok. Bagian Pendahuluan seharusnya terdiri dari:

1. Latar belakang umum penelitian (tips: *usahakan maksimum satu paragraf*);
2. *State of the art* atau kajian singkat literatur penelitian lainnya (sebelumnya) yang mirip untuk menjustifikasi kebaruan / *novelty* penelitian dalam artikel ini (tips: satu hingga dua paragraf);
3. Pustaka acuan di bagian *state of the art* penelitian sebelumnya harus mutakhir, relevan, dan asli (pustaka primer) ulasan pustaka tidak terlalu ekstensif;
4. G*ap analysis* atau pernyataan kesenjangan atau kebaruan atau *novelty* berdasarkan *state of the art* (pernyataan kesenjangan sebaiknya mengandung dua unsur, yaitu *dari sisi penting tidaknya riset* dan *apa keunikan atau kebaruan riset ini dibanding riset2 sebelumnya*)*;*
5. Hipotesis (kalau ada) dinyatakan tidak selalu tersurat dan tidak perlu dalam bentuk kalimat tanya.

Pada umumnya, jarang atau tidak lazim jika ada bagian khusus “Tinjauan Pustaka” dan/atau “Perumusan Masalah” dalam artikel ilmiah; rujukan ke pustaka yang berisi konsep-konsep teori terdahulu sebaiknya digabungkan dalam bagian Pendahuluan (Latar Belakang) atau di bagian Pembahasan secara langsung. Perhatikan bahwa pernyataan umum tidak memerlukan pustaka rujukan. Contoh: “Tingkat kecemaran seiring dengan meningkatnya jumlah industri (Shamsuddin & Dimick 1986)”; jangan mengutip kutipan dalam kutipan “(Ahmad …. dalam Badu ...)”. Perhatikan bahwa di dalam artikel ilmiah jangan berisi kalimat-kalimat yang mengandung atau terkesan seperti definisi-definisi yang seperti di buku. Contoh paragraf yang berisi gap analysis atau pernyataan kesenjangan dan tujuan disajikan di Gambar 3.8.



Contoh Paragraf Terakhir Pendahuluan

The scarcity of empirical research specific to creative expressio interventions with children from refugee backgrounds highlight the need for well conducted research in the area. A number qualitative and single case study design research support the effectiveness of art and music therapy; however, there are few studies using quantitative measures with robust design such as randomised controlled trials, clinical controlled trials or cohort studies. There has been limited use of cons studies, and a large amount of variability between type of creative therapy intervention and duration. The present study will use measures which have been validated with refugee populatio and incorporate a combination of assessing behavioural, emotional and psychological constructs as opposed to assessing only PTSD symptomatology. In the literature to date, methodological challenges have resulted in few studies utilising a control group when assessing the effectiveness of interventions. The current study aims to add to the evidence base for creative expression interventio by incorporating a control group in an assessment of school-based creative arts interventions specifically designed for refugee and asylum seeking young people.

Studi peneliti sebelumnya lebih fokus ke apa?

Masih belum banyak yg mengkaji ....

Maka anda mau apa....?

Tujuan penelitian ini apa ....?

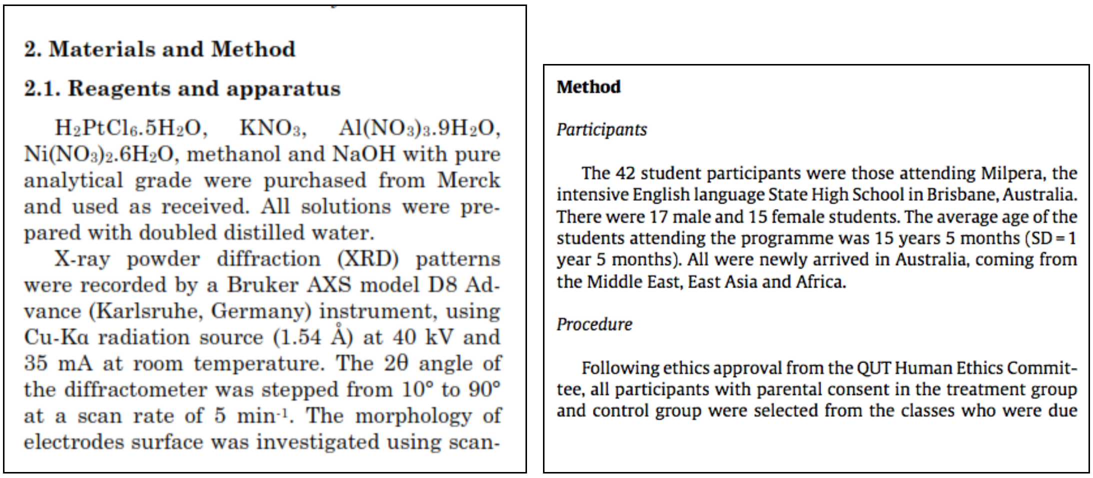
Gambar 3. 8 Contoh paragraf berisi gap analysis

F. Metode Penelitian atau Bahan Dan Metode

Metode Penelitian atau Bahan dan Metode, dan bukan “*Methodology*”; semua kuantitas dalam satuan yang baku dan konsisten; jika menggunakan bahan kimia dinyatakan secara spesifik agar peneliti lain dapat mengulanginya dengan tepat serta dilengkapi dengan kemurnian dan merknya, dituliskan dalam bentuk murninya atau *precursor*, bukan dalam bentuk larutan (contoh: H_2SO_4 (99%, MERCK), bukan seperti ini: H_2SO_4 1 N). Pada saat menuliskan prosedur baru dituliskan dalam bentuk encernya dan jumlahnya, misal: “…. dilarutkan dalam 100 ml H_2SO_4 1 N.”. Peralatan penelitian yang dituliskan adalah rangkaian peralatan utama saja, sementara peralatan-peralatan kecil penunjang tidak perlu dituliskan.

Setiap langkah dinyatakan, termasuk jumlah ulangan; semua teknik/prosedur dinyatakan (sebut nama jika bakuan, atau uraian jika prosedur baru atau dimodifikasi), hindari bentuk kalimat perintah dalam menguraikan prosedur; kurang baik jika menuliskan “*Penelitian ini merupakan penelitian bersifat deskriptif…*” atau

“*Penelitian ini merupakan penelitian bersifat eksperimen….*”; alat seperti gunting, gelas ukur, pensil, tak perlu ditulis, tetapi hanya tuliskan rangkaian peralatan utama saja, perincilah peralatan analitis (bahkan sampai ke tipe dan akurasi), tuliskan secara lengkap lokasi penelitian, jumlah responden, cara mengolah hasil pengamatan atau wawancara atau kuesioner, cara mengukur tolok ukur kinerja; metode yang sudah umum tidak perlu dituliskan secara detil, tetapi cukup merujuk ke buku acuan. Metode Penelitian untuk bidang-bidang ilmu lainnya dapat menyesuaikan.



2. Materials and Method

2.1. Reagents and apparatus

$H_2PtCl_6.5H_2O$, KNO_3, $Al(NO_3)_3.9H_2O$, $Ni(NO_3)_2.6H_2O$, methanol and NaOH with pure analytical grade were purchased from Merck and used as received. All solutions were prepared with doubled distilled water.

X-ray powder diffraction (XRD) patterns were recorded by a Bruker AXS model D8 Advance (Karlsruhe, Germany) instrument, using Cu-Kα radiation source (1.54 Å) at 40 kV and 35 mA at room temperature. The 2θ angle of the diffractometer was stepped from 10° to 90° at a scan rate of 5 min^{-1}. The morphology of electrodes surface was investigated using scan-

Method

Participants

The 42 student participants were those attending Milpera, the intensive English language State High School in Brisbane, Australia. There were 17 male and 15 female students. The average age of the students attending the programme was 15 years 5 months (SD = 1 year 5 months). All were newly arrived in Australia, coming from the Middle East, East Asia and Africa.

Procedure

Following ethics approval from the QUT Human Ethics Committee, all participants with parental consent in the treatment group and control group were selected from the classes who were due

Gambar 3. 9 Contoh penulisan metode penelitian

G. Hasil dan Pembahasan

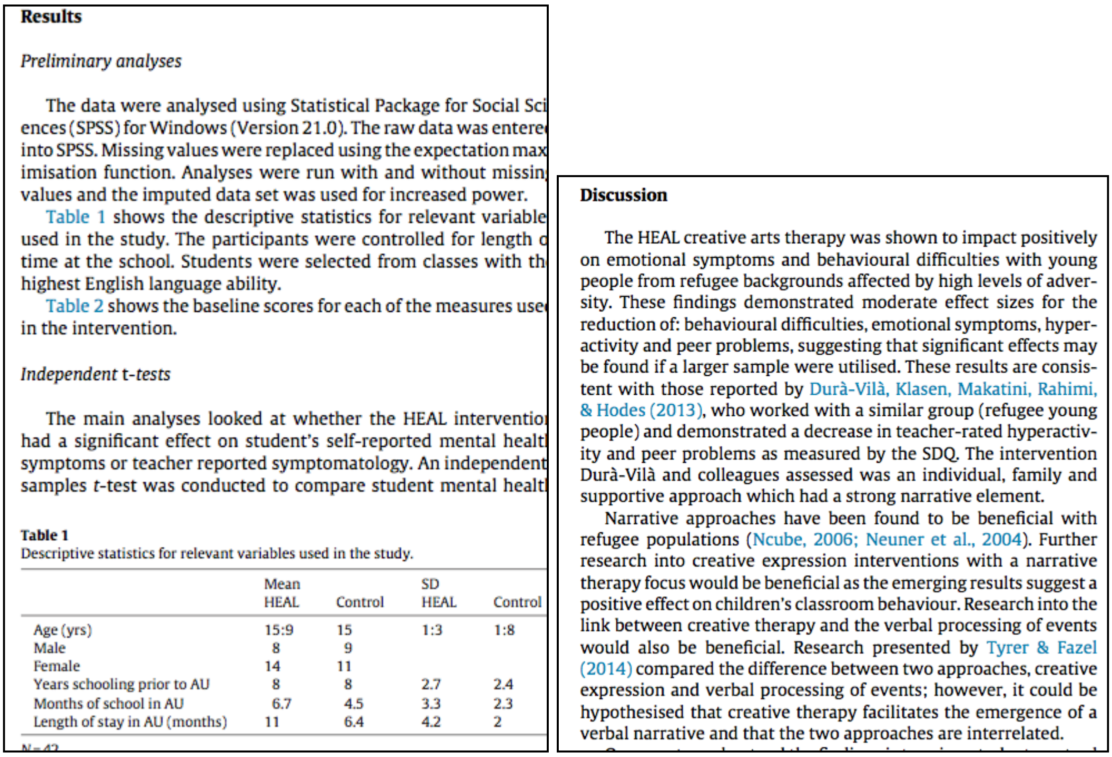
Hasil dan pembahasan tidak berisi pengulangan data-data yang tidak berkait langsung dengan tujuan penelitian dan gambar yang tidak perlu atau tidak diacu serta kata-kata yang tidak perlu. Dengan kata lain, data-data yang disajikan di hasil adalah data-data yang sudah diolah sedemikian rupa, bukan data pengamatan mentah. Data-data terolah tersebut dsaijkan dalam bentuk tabel atau gambar, contoh: “*Tabel 5 menunjukkan...*” tetapi “... *(Tabel 5)* ...”. Hasil disajikan secara bersistem dapat dilihat di ‘tujuan penelitian’ atau ‘hipotesis’ dan harus didukung oleh olahan data dan ilustrasi yang baik. Narasi angka dalam tabel atau ilustrasi tidak diperlukan; setiap gambar dan tabel harus diacu di dalam teks begitu juga sebaliknya; pada pengacuan gambar atau tabel, jangan menggunakan kata-kata lokasi “di atas” atau “di bawah”, contoh hindari/tidak boleh: “*Berdasarkan Gambar 1 di atas….*”, “*… disajikan di Tabel 3 berikut ini: …*”; Pastikan memeriksa hal-hal berikut dalam hasil dan pembahasan:

1. tercerminkah kecendekiaan penulis?
2. logiskah argumentasi penulis?,
3. bagaimana penulis mengaitkan dengan pendapat atau hasil penelitian lain?,
4. bagaimana mengaitkan antara hasil yang diperoleh dan konsep dasar dan atau hipotesis?,
5. adakah implikasi hasil penelitian baik teoretis maupun penerapan?, bermanfaatkah tafsiran penulis?,
6. adakah keterbatasan temuan?,
7. adakah spekulasi yang berlebihan?

Panduan praktis lainnya yang dapat dijadikan tips atau strategi penulisan bagian Hasil dan Pembahasan adalah bahwa bagian ini paling tidak mengandung:

1. **What:** apakah data yang disajikan telah diolah (bukan data mentah), dituangkan dalam bentuk tabel atau gambar (pilih salah satu), serta diberi keterangan yang mudah dipahami?;
2. **Why:** pada bagian pembahasan terlihat adanya kaitan antara hasil yang diperoleh dan konsep dasar dan/atau hipotesis?;
3. **What else:** apakah ada kesesuaian atau pertentangan dengan hasil penelitian orang lain?;
4. juga disarankan dituliskan tentang implikasi hasil penelitian baik teoretis maupun penerapan?.

Pertanyaan-pertanyaan lainnya yang bisa dijadikan acuan: *Was the hypothesis supported by the results? Why might the results have turned out that way? How could the study be improved? What is the future direction for research on this topic? What are the practical application of the research? What can be concluded from this research?.*



Results

Preliminary analyses

The data were analysed using Statistical Package for Social Sci ences (SPSS) for Windows (Version 21.0). The raw data was entere into SPSS. Missing values were replaced using the expectation max imisation function. Analyses were run with and without missin values and the imputed data set was used for increased power.

Table 1 shows the descriptive statistics for relevant variable used in the study. The participants were controlled for length c time at the school. Students were selected from classes with th highest English language ability.

Table 2 shows the baseline scores for each of the measures use in the intervention.

Independent t-tests

The main analyses looked at whether the HEAL interventio had a significant effect on student's self-reported mental healt symptoms or teacher reported symptomatology. An independent samples *t*-test was conducted to compare student mental healt

Table 1
Descriptive statistics for relevant variables used in the study.

	Mean HEAL	Control	SD HEAL	Control
Age (yrs)	15:9	15	1:3	1:8
Male	8	9		
Female	14	11		
Years schooling prior to AU	8	8	2.7	2.4
Months of school in AU	6.7	4.5	3.3	2.3
Length of stay in AU (months)	11	6.4	4.2	2

Discussion

The HEAL creative arts therapy was shown to impact positively on emotional symptoms and behavioural difficulties with young people from refugee backgrounds affected by high levels of adversity. These findings demonstrated moderate effect sizes for the reduction of: behavioural difficulties, emotional symptoms, hyperactivity and peer problems, suggesting that significant effects may be found if a larger sample were utilised. These results are consistent with those reported by Durà-Vilà, Klasen, Makatini, Rahimi, & Hodes (2013), who worked with a similar group (refugee young people) and demonstrated a decrease in teacher-rated hyperactivity and peer problems as measured by the SDQ. The intervention Durà-Vilà and colleagues assessed was an individual, family and supportive approach which had a strong narrative element.

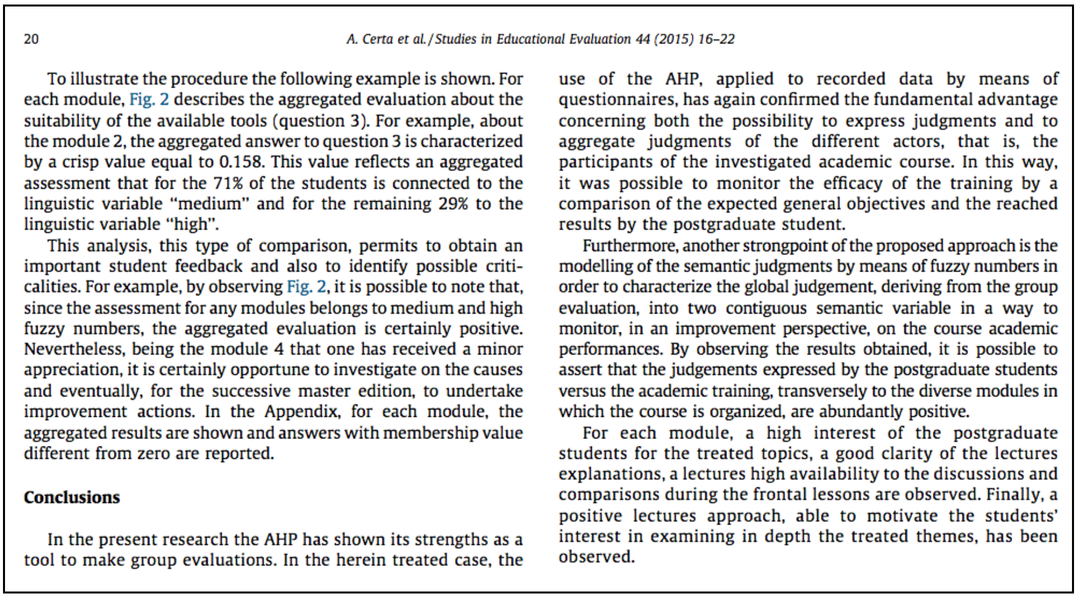
Narrative approaches have been found to be beneficial with refugee populations (Ncube, 2006; Neuner et al., 2004). Further research into creative expression interventions with a narrative therapy focus would be beneficial as the emerging results suggest a positive effect on children's classroom behaviour. Research into the link between creative therapy and the verbal processing of events would also be beneficial. Research presented by Tyrer & Fazel (2014) compared the difference between two approaches, creative expression and verbal processing of events; however, it could be hypothesised that creative therapy facilitates the emergence of a verbal narrative and that the two approaches are interrelated.

Gambar 3. 10 Contoh penulisan hasil dan pembahasan

H. Simpulan atau Kesimpulan

Apakah simpulan dituliskan secara singkat, hanya menjawab tujuan atau hipotesis penelitian dalam artikel ini? Apakah simpulan dituliskan secara kritis, cermat, logis dan jujur berdasarkan fakta yang diperoleh? Apakah generalisasi dibuat dengan hati-hati? ; jangan membahas lagi di bagian kesimpulan; biasanya dituliskan dalam satu paragraf, hindari daftar simpulan dalam bentuk bullet.

Jika ada saran, apakah saran berkait dengan pelaksanaan atau hasil penelitian? Apakah saran berkait dengan rekomendasi implikasi penelitian? Apakah saran terkesan mengada-ada? Tuliskan Saran (jika ada) dalam satu paragraf setelah paragraf berisi Simpulan, tetapi masih dalam satu sub-bab di Simpulan. Judul sub bab Simpulan tidak boleh "Simpulan dan Saran" atau tidak boleh "Penutup", tetapi cukup "Simpulan" atau "Kesimpulan" atau "Conclusion".



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To illustrate the procedure the following example is shown. For each module, Fig. 2 describes the aggregated evaluation about the suitability of the available tools (question 3). For example, about the module 2, the aggregated answer to question 3 is characterized by a crisp value equal to 0.158. This value reflects an aggregated assessment that for the 71% of the students is connected to the linguistic variable "medium" and for the remaining 29% to the linguistic variable "high".

This analysis, this type of comparison, permits to obtain an important student feedback and also to identify possible criticalities. For example, by observing Fig. 2, it is possible to note that, since the assessment for any modules belongs to medium and high fuzzy numbers, the aggregated evaluation is certainly positive. Nevertheless, being the module 4 that one has received a minor appreciation, it is certainly opportune to investigate on the causes and eventually, for the successive master edition, to undertake improvement actions. In the Appendix, for each module, the aggregated results are shown and answers with membership value different from zero are reported.

Conclusions

In the present research the AHP has shown its strengths as a tool to make group evaluations. In the herein treated case, the use of the AHP, applied to recorded data by means of questionnaires, has again confirmed the fundamental advantage concerning both the possibility to express judgments and to aggregate judgments of the different actors, that is, the participants of the investigated academic course. In this way, it was possible to monitor the efficacy of the training by a comparison of the expected general objectives and the reached results by the postgraduate student.

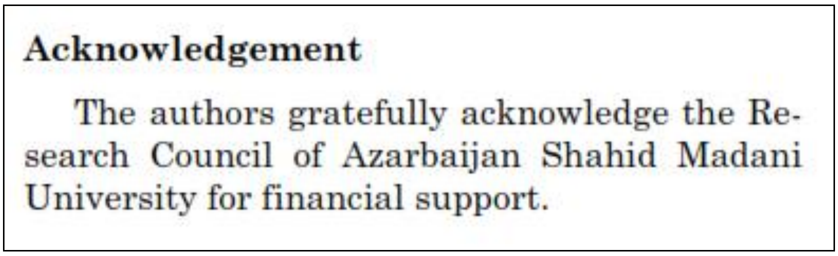
Furthermore, another strongpoint of the proposed approach is the modelling of the semantic judgments by means of fuzzy numbers in order to characterize the global judgement, deriving from the group evaluation, into two contiguous semantic variable in a way to monitor, in an improvement perspective, on the course academic performances. By observing the results obtained, it is possible to assert that the judgements expressed by the postgraduate students versus the academic training, transversely to the diverse modules in which the course is organized, are abundantly positive.

For each module, a high interest of the postgraduate students for the treated topics, a good clarity of the lectures explanations, a lectures high availability to the discussions and comparisons during the frontal lessons are observed. Finally, a positive lectures approach, able to motivate the students' interest in examining in depth the treated themes, has been observed.

Gambar 3. 11 Contoh penulisan Simpulan

I. Ucapan Terima Kasih / Acknowledgement

Apakah ucapan terima kasih disampaikan kepada pihak yang pantas, **terutama** kepada lembaga atau orang yang benar-benar membantu penelitian, misalnya: kepada pemberi dana, fasilitas, bahan, atau saran; juga untuk pernyataan apabila makalah merupakan bagian dari tesis/disertasi; Apakah terima kasih diungkapkan secara wajar? Jangan memberi ucapan terima kasih kepada salah satu penulis.



Acknowledgement

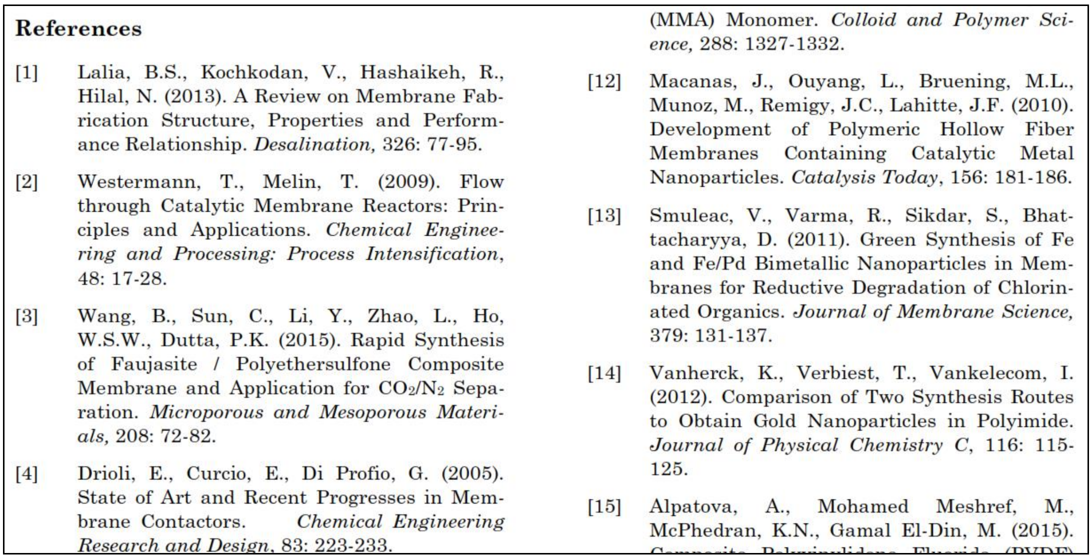
The authors gratefully acknowledge the Research Council of Azarbaijan Shahid Madani University for financial support.

Gambar 3. 12 Contoh penulisan ucapan terima kasih

J. Daftar Pustaka / Referensi

Daftar pustaka / referensi: minimum 80% dari jumlah total daftar pustaka sebaiknya dari literatur primer; kemutakhiran daftar pustaka sebaiknya 10 tahun terakhir (kecuali bidang ilmu tertentu). Ada keragaman dalam penyusunan daftar pustaka seperti Harvard, APA, Chicago, Vancouver dan lainnya namun yang paling penting lihat aturan yang jurnal tetapkan di Petunjuk untuk Penulis.

Sebaiknya gunakan aplikasi manajemen referensi (misalnya: EndNote, Mendeley, Zotero, dll.); perhatikan singkatan untuk nama jurnal: Phys. (= Physics), Biol. (= Biology); jumlah pustaka tidak perlu banyak, yang penting adalah mutu pustaka acuan (primer, mutakhir, relevan); tulis nama penulis dengan lengkap (nama depan dan nama belakang) di Daftar Pustaka; untuk pustaka buku, nama penerbit dan satu nama kota: New York: Academic Press. Unsur-unsur penulisan Daftar Pustaka harus lengkap, meliputi: nama penulis, tahun, judul artikel, nama jurnal, volume, nomor, halaman awal-halaman akhir (untuk jurnal), atau nama penulis, tahun terbit, judul buku, nama penerbit, kota terbit (untuk buku), dan lain-lain.



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Gambar 3. 13 Contoh penulisan daftar pustaka dalam suatu jurnal

K. Tabel dan Gambar

Beberapa hal yang perlu diperhatikan dalam penulisan tabel dan gambar (peta dan grafik), yaitu:

1. Tabel diberi nomor urut dengan angka Arab (menunjukkan nomor urut tabel) Contoh: Tabel 2. (merupakan tabel ke dua)
2. Tabel diberi judul di atas tabel dengan jarak 1 (satu) spasi. Jarak antara judul tabel dengan tabel 1 (satu) spasi.
3. Bila tabel atau gambar yang disajikan diambil atau dikutip dari suatu sumber tertentu, maka sumber ditulis di bawah tabel atau gambar dengan jarak 1 (satu) spasi.
4. Sedapat mungkin tabel disajikan dalam satu halaman yang sama. Apabila tabel lebih dari 1 halaman dan terpaksa harus diputus, maka dapat dilanjutkan dengan halaman berikutnya namun diberi keterangan lanjutan dan diberi judul tabel, dan judul kolom (kepala tabel).
5. Tabel tidak diberikan garis semua tapi hanya pembuka dan penutup (lihat gambar 18)
6. Penulisan data dengan angka desimal menggunakan tanda koma (,)
7. Gambar diberi nomor urut denngan angka Arab (menunjukkan nomor urut gambar). Contoh: Gambar 2. (merupakan gambar ke dua)
8. Gambar diberi judul di bawah gambar dengan 1 (satu) spasi. Sumber data ditulis melekat di bawah gambar dengan jarak 1 (satu) spasi dengan ukuran 10

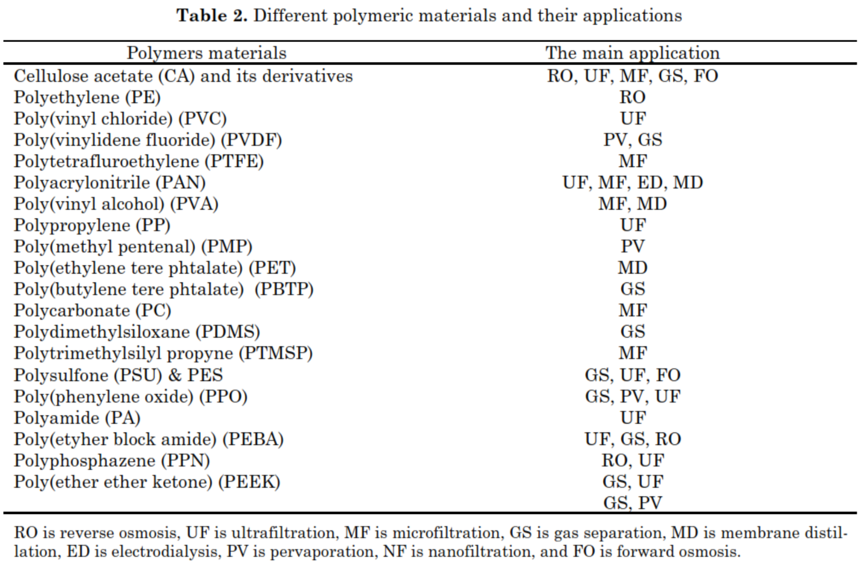


Table 2. Different polymeric materials and their applications

Polymers materials	The main application
Cellulose acetate (CA) and its derivatives	RO, UF, MF, GS, FO
Polyethylene (PE)	RO
Poly(vinyl chloride) (PVC)	UF
Poly(vinylidene fluoride) (PVDF)	PV, GS
Polytetrafluroethylene (PTFE)	MF
Polyacrylonitrile (PAN)	UF, MF, ED, MD
Poly(vinyl alcohol) (PVA)	MF, MD
Polypropylene (PP)	UF
Poly(methyl pentenal) (PMP)	PV
Poly(ethylene tere phtalate) (PET)	MD
Poly(butylene tere phtalate) (PBTP)	GS
Polycarbonate (PC)	MF
Polydimethylsiloxane (PDMS)	GS
Polytrimethylsilyl propyne (PTMSP)	MF
Polysulfone (PSU) & PES	GS, UF, FO
Poly(phenylene oxide) (PPO)	GS, PV, UF
Polyamide (PA)	UF
Poly(etyher block amide) (PEBA)	UF, GS, RO
Polyphosphazene (PPN)	RO, UF
Poly(ether ether ketone) (PEEK)	GS, UF
	GS, PV

RO is reverse osmosis, UF is ultrafiltration, MF is microfiltration, GS is gas separation, MD is membrane distillation, ED is electrodialysis, PV is pervaporation, NF is nanofiltration, and FO is forward osmosis.

Gambar 3. 14 Contoh pembuatan tabel dalam suatu artikel

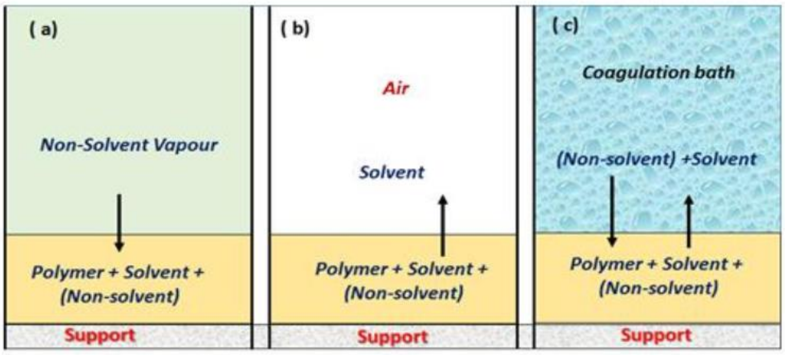
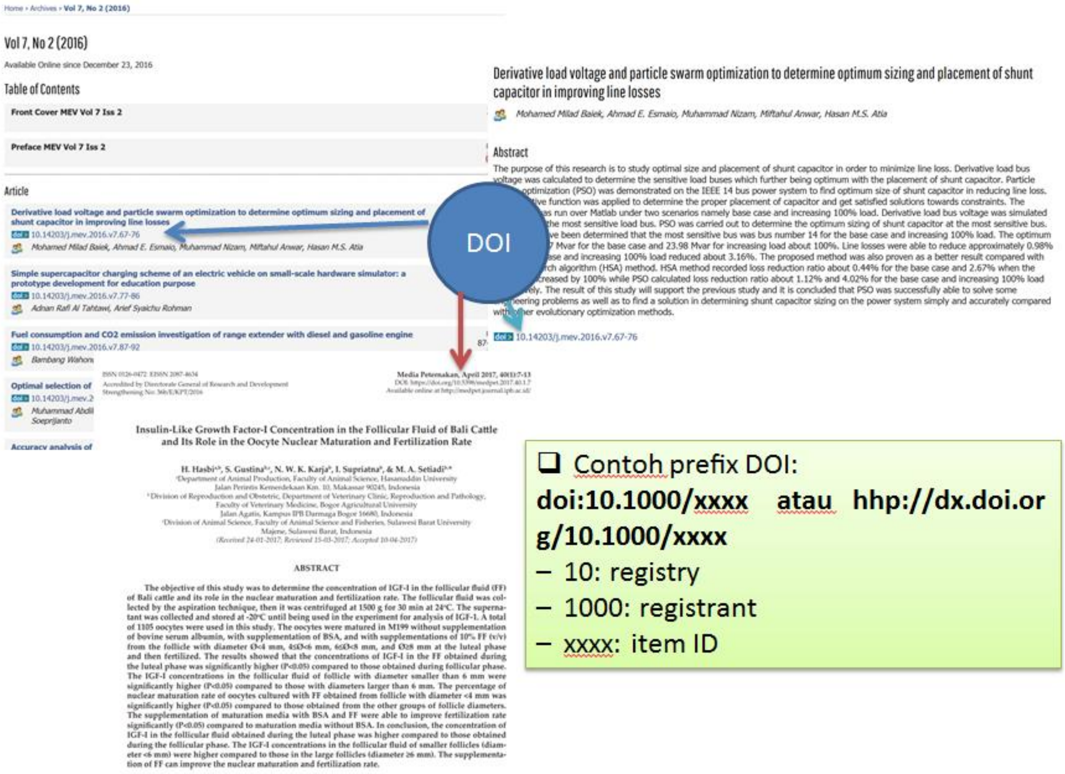

(a)
Non-Solvent Vapour
Polymer + Solvent + (Non-solvent)
Support
(b)
Air
Solvent
Polymer + Solvent + (Non-solvent)
Support
(c)
Coagulation bath
(Non-solvent) +Solvent
Polymer + Solvent + (Non-solvent)
Support

Figure 1. Schematic representation of three DIPS processes; (a) Precipitation with nonsolvent vapor, (b) evaporation of solvent, (c) immersion precipitation [11]

Gambar 3. 15 Contoh pembuatan gambar dalam suatu artikel

L. Digital Object Identifier (DOI)

Digital object identifier (DOI) merupakan pengenal unik artikel yang menyimpan metadata artikel secara permanen termasuk lokasiobjek dimana disimpan. DOI sistem tidak dibuka secara bebas, hanya organisasi yang mendaftarkan atau mempunyai kontrak *Record* danterhubung melalui CrossReff (http://www.crossref.org) yang dapat mengakses. Alamat DOI bersifat pemanen dan unik, seperti dilihat dalam gambar 3.16.



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Accuracy analysis of

Derivative load voltage and particle swarm optimization to determine optimum sizing and placement of shunt capacitor in improving line losses

Mohamed Milad Baiek, Ahmad E. Esmaio, Muhammad Nizam, Miftahul Anwar, Hasan M.S. Atia

Abstract

The purpose of this research is to study optimal size and placement of shunt capacitor in order to minimize line loss. Derivative load bus
voltage was calculated to determine the sensitive load buses which further being optimum with the placement of shunt capacitor. Particle
optimization (PSO) was demonstrated on the IEEE 14 bus power system to find optimum size of shunt capacitor in reducing line loss.
tive function was applied to determine the proper placement of capacitor and get satisfied solutions towards constraints. The
as run over Matlab under two scenarios namely base case and increasing 100% load. Derivative load bus voltage was simulated
the most sensitive load bus. PSO was carried out to determine the optimum sizing of shunt capacitor at the most sensitive bus.
ve been determined that the most sensitive bus was bus number 14 for the base case and increasing 100% load. The optimum
7 Mvar for the base case and 23.98 Mvar for increasing load about 100%. Line losses were able to reduce approximately 0.98%
ase and increasing 100% load reduced about 3.16%. The proposed method was also proven as a better result compared with
rch algorithm (HSA) method. HSA method recorded loss reduction ratio about 0.44% for the base case and 2.67% when the
creased by 100% while PSO calculated loss reduction ratio about 1.12% and 4.02% for the base case and increasing 100% load
ely. The result of this study will support the previous study and it is concluded that PSO was successfully able to solve some
eering problems as well as to find a solution in determining shunt capacitor sizing on the power system simply and accurately compared
with her evolutionary optimization methods.

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Insulin-Like Growth Factor-I Concentration in the Follicular Fluid of Bali Cattle and Its Role in the Oocyte Nuclear Maturation and Fertilization Rate

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(Received 24-01-2017; Reviewed 15-03-2017; Accepted 10-04-2017)

ABSTRACT

The objective of this study was to determine the concentration of IGF-I in the follicular fluid (FF) of Bali cattle and its role in the nuclear maturation and fertilization rate. The follicular fluid was collected by the aspiration technique, then it was centrifuged at 1500 g for 30 min at 24°C. The supernatant was collected and stored at -20°C until being used in the experiment for analysis of IGF-1. A total of 1105 oocytes were used in this study. The oocytes were matured in M199 without supplementation of bovine serum albumin, with supplementation of BSA, and with supplementations of 10% FF (v/v) from the follicle with diameter Ø<4 mm, 4≤Ø<6 mm, 6≤Ø<8 mm, and Ø≥8 mm at the luteal phase and then fertilized. The results showed that the concentrations of IGF-I in the FF obtained during the luteal phase was significantly higher (P<0.05) compared to those obtained during follicular phase. The IGF-I concentrations in the follicular fluid of follicle with diameter smaller than 6 mm were significantly higher (P<0.05) compared to those with diameters larger than 6 mm. The percentage of nuclear maturation rate of oocytes cultured with FF obtained from follicle with diameter <4 mm was significantly higher (P<0.05) compared to those obtained from the other groups of follicle diameters. The supplementation of maturation media with BSA and FF were able to improve fertilization rate significantly (P<0.05) compared to maturation media without BSA. In conclusion, the concentration of IGF-I in the follicular fluid obtained during the luteal phase was higher compared to those obtained during the follicular phase. The IGF-I concentrations in the follicular fluid of smaller follicles (diameter <6 mm) were higher compared to those in the large follicles (diameter ≥6 mm). The supplementation of FF can improve the nuclear maturation and fertilization rate.

❑ Contoh prefix DOI:

doi:10.1000/xxxx atau hhp://dx.doi.org/10.1000/xxxx

- 10: registry
- 1000: registrant
- xxxx: item ID

Gambar 3. 16 Contoh implementasi DOI artikel

BAB 4. Etika Publikasi Jurnal Internasional Bereputasi, dan Succes Story Terindeks Scopus

A. Etika Publikasi Jurnal

Salah satu persyaratan suatu jurnal dapat diusulkan untuk terindek pada database Scopus adalah harus memiliki “Publication Ethic and malpractice” policy. Etika publikasi ini mengatur tentang peran dan kewajiban dari penulis, mitra bebestari, dan editor dalam proses publikasi. Substansi dari Etika Publikasi dapat diperoleh dari COPE (Committee On Publication Ethics): https://publicationethics.org (COPE, 1999)

1. Etika Penulis (Author)

Publikasi ilmiah merupakan suatu proses panjang yang dimulai dari penentuan topik penelitian (research conception), merancang penelitian (research design), melakukan penelitian (data collection), pengolahan data (data analysis), interpretasi hasil analisis (results interpretation), penulisan artikel ilmiah (research publication). Semua proses ini harus dilakukan dengan baik dan benar serta mengikuti etika internasional sehingga publikasi ilmiah akan memperkaya khasanah ilmu pengetahuan, teknologi dan seni. Publikasi ilmiah juga harus memberikan nilai tambah dari IPTEKS yang sudah ada sebelumnya sehingga publikasi ulang IPTEKS yang sudah ada sangat tidak diinginkan dalam publikasi ilmiah. Disinilah peran penting editor, mitra bebestari dan alat yang memadai untuk melakukan penyaringan terhadap naskah yang akan dipublikasi, sehingga jurnal dapat melindungi pembaca dan penulis akan kualitas informasi yang diterima.

Menurut Longman Dictionary of Contemporary English, **Etika** didefinisikan sebagai aturan moral atau prinsip bertingkah laku untuk membedakan mana yang benar dan mana yang salah. Penulis harus mempunyai integritas yang tinggi dan jujur terhadap informasi yang dipublikasikan dan menghindari pelanggaran etika publikasi ilmiah (Longman, 2009). Walaupun demikian, saat ini sering ditemukan pelanggaran etika publikasi ilmiah seperti:

- mengarang atau mengubah data (data fabrication);
- pengiriman ganda (multiple submission);
- plagiarisme (plagiarism); dan
- penyalahgunaan authorship (authorship missuses).

Mengarang dan Mengubah Data (Data Fabrication). Seringkali data hasil pengamatan di lapangan kurang sesuai dengan yang kita harapkan. Hal ini tentu akan menyulitkan kita dalam meberikan interpretasi terhadap data yang diperoleh. Sebagai ilmuwan yang memiliki integritas tinggi, sebaiknya kita tidak melakukan perubahan terhadap data yang diperoleh di lapangan. Apapun data yang dikumpulkan harus dianalisis secara benar dan obyektif serta diberikan argumentasi kenapa hal tersebut terjadi. Kalaupun ada kelemahan dalam proses pengumpulan data, hal ini sebaiknya disampaikan dalam naskah publikasi sehingga bisa menjadi pembelajaran bagi peneliti lain yang akan melakukan penelitian sejenis. Berikut adalah salah satu contoh tentang ***data fabrication***.

Tabel 4. 1 Data pengamatan di lapangan (data asli)

Ulangan	**1 jam**	**2 jam**	**3 jam**
1	TA	TA	15
2	TA	TA	20

Tabel 4. 2 Data yang dipublikasi

Ulangan	**1 jam**	**2 jam**	**3 jam**
1	3	9	15
2	6	12	20

Pada tabel 4.1 terlihat bahwa data pengamatan di lapangan pada jam 1 dan jam 2 tidak ada nilai, dan nilai pengamatan baru muncul pada jam ke-3, tetapi di dalam naskah yang dipublikasikan (tabel 4.2), penulis menambahkan data pada jam 1 dan jam 2 sehingga data yang diperoleh mempunyai pola yang linier, padahal belum tentu data seperti itu yang terbaik. Seharusnya penulis menampilkan data apa adanya dan memberikan penjelasan dan argumentasi kenapa nilai pengamatan baru muncul pada jam ke-3.

Pengiriman Ganda (Multiple Submission). Sangat penting bagi setiap jurnal untuk menyediakan surat pernyataan (Statement of Originality) bahwa naskah yang dikirim belum pernah diterbitkan pada jurnal yang lain dan tidak akan dikirim ke jurnal yang lain selama naskah tersebut diproses, kecuali ada permintaan secara tertulis dari penulis untuk membatalkan naskah yang sudah dikirim.

Plagiarisme (Plagiarism). Plagiarisme adalah mengambil ide, metode, atau tulisan dari orang lain tanpa menyebutkan sumbernya dan dengan tujuan untuk diklaim sebagai ciptaan sendiri (American Association of University Professor. “Statement of Plagiarism” (Academe, 75: 47-48). Mengambil ide dan metode dari orang lain disebut meniru (Copying), tetapi membuat orang percaya bahwa itu seolah olah karya kita sendiri disebut mencuri (Stealing).

Selain plagiasi dari hasil karya orang lain, plagiasi juga bisa dari hasil karya sendiri (Self Plagiarism). Penggunaan sebagian kecil naskah yang sudah kita publikasikan disebut Text recycling, tetapi penggunaan sebagian besar dari naskah yang sudah dipublikasi disebut Redundant/Duplicate Publication. Ada beberapa istilah untuk Redundant/Duplicate Publication yang sebaiknya tidak dilakukan yaitu:

1. **Duplication**: mempublikasikan narasi dan data yang sama, atau mengulang data dan narasi dari penelitian atau metodologi yang sejenis.
2. **Salami publication**: data dari satu penelitian ditulis dalam beberapa artikel.
3. **Imalas publication**: publikasi dari hasil yang sama tetapi dengan jumlah sampel yang lebih banyak.
4. Duplicate publication by **translation**: publikasi artikel yang sama dalam bahasa yang berbeda.

Peran editor dan juga mitra bebestari sangat penting dalam mencegah adanya publikasi ganda dan plagiarisme. Editor dan mitra bebestari yang handal dan aktif dalam publikasi akan bisa mendeteksi apakah naskah yang di review sudah pernah dipublikasikan sebelumnya atau tidak. Disamping itu tersedianya beberapa program yang bisa digunakan untuk mendeteksi kemiripan suatu naskah juga bisa digunakan. Salah satunya adalah Similarity Check (sebelumnya CrossCheck) yang menggunakan software iThenticate. Bila ditemukan adanya plagiarisme dalam suatu artikel maka konsekuensinya artikel tersebut bisa ditarik kembali (Retraction), pembatalan (Cancellation), penghilangan dari database (Removal), penggantian (replacement) terutama untuk artikel dibidang medis. Penulis yang ketahuan melakukan plagiarisme bisa dilarang mengirim naskah seumur hidup ke jurnal yang bersangkutan.

Penyalahgunaan Authorship (Authorship Misuses). Rekor jumlah penulis paling banyak dalam 1 artikel adalah 5.154 orang sehingga disebut dengan istilah HYPERAUTHORSHIP. Artikel tersebut tentang “Particle physics” yang dipublikasi pada jurnal: Physical Review Letters. Penelitian dilakukan di Large Hadron Collider, CERN (European Organization Organization for Nuclear Research) (Castelvecchi, 2015).

Dalam beberapa tahun terakhir banyak terjadi permasalahan tentang authorship dari artkel yang dipublikasi. Penentuan tentang siapa yang berhak menjadi author telah menjadi perdebatan. Menurut ICMJE (International Committee of Medical Journal Editors dan Penerbit Wiley-Blackwell, yang berhak menjadi Authors adalah yang berkontribusi dalam ide penelitian **dan** pelaksanaan penelitian **dan** penulisan naskah. Sementara menurut Penerbit Elsevier dan European Science Foundation (ESF) yang berhak menjadi author adalah yang berkontribusi dalam ide **atau** rancangan **atau** pelaksanaan **atau** interpretasi hasil penelitian (ICMJE, 2017).

Urutan author dalam publikasi juga ditentukan dari banyaknya kontribusi dalam penelitian dan penulisan artikel, bukan berdasarkan prestise atau akademik atau posisi dalam penelitian. Penulis pertama biasanya yang paling banyak kontribusinya dalam penelitian dan penulisan artikel (contoh: mahasiswa S1/S2/S3), sedangkan ketua pembimbing namanya paling belakang. Akhir-akhir ini berkembang istilah **‘Equal Authorship’** yaitu penulis mempunyai kontribusi yang sama dalam penelitian dan penulisan artikel. Untuk hal seperti ini penulisan nama penulis biasanya berdasarkan abjad termasuk yang 5154 orang di atas tetapi ada 1 orang sebagai ‘Corresponding author’.

Orang yang berkontribusi dalam penelitian tetapi tidak layak menjadi authors dimasukkan dalam **‘Acknowledgement’** seperti Editor bahasa, Teknisi laboratorium, Penelaah (critical reading), Pemberi dana, dan Enumerator. Beberapa kriteria dari orang yang tidak layak dimasukkan sebagai author yaitu:

- Hanya menjalankan perintah untuk melakukan penelitian dan mengumpulkan data,
- Hanya menyediakan ruang laboratorium, peralatan, atau bahan penelitian,
- Dibayar untuk menyediakan data.

Beberapa jenis penyalahgunaan authorship yaitu:

- **Guest authorship (authorship celebrity):** seseorang yang tidak ada kontribusinya dalam penelitian dan penulisan tetapi dimasukkan sebagai penulis dengan harapan meningkatkan penerimaan naskah.
- **Gift authorship**: seseorang yang kontribusinya sangat sedikit dalam penelitian (seperti Ketua Departemen dll).
- **Kedua authorship** di atas sering disebut: **'Honorary'** authorship.
- **Ghost authorship**: adalah **'non-author'** yaitu seseorang yang kontribusinya tinggi dalam penelitian dan penulisan tetapi tidak dimasukkan sebagai penulis (contoh: dosen/peneliti muda atau setelah lulus mahasiswa menulis sendiri publikasi dari tesis/disertasinya tanpa mencantumkan nama pembimbing atau sebaliknya).

2. Etika Editor

Editor berperan dalam menentukan apakah suatu naskah layak untuk diterbitkan atau tidak, serta melakukan evaluasi terhadap masukan dari mitra bebestari. Beberapa persyaratan tentang kualifikasi dari editor adalah: berpengalaman dalam publikasi ilmiah, memiliki pengetahuan dibidang ilmunya, memiliki reputasi ilmiah, produktif, memiliki antusiasme, fair/adil, tepat waktu, mudah dihubungi. Editor sebaiknya memiliki perwakilan yang luas dari aspek negara, wilayah, umur, jender, dan bidang keilmuan.

Editor tidak boleh mewajibkan penulis untuk menyitir jurnal yang dikelolanya (journal self citation) sebagai syarat penerimaan naskah. Jika ada rekomendasi untuk menyitir artikel dari jurnal tersebut, harus berdasarkan atas adanya keterkaitan dengan naskah penulis dan dengan tujuan untuk meningkatkan kualitas naskah yang akan diterbitkan. Editor harus mampu mengarahkan penulis untuk menyitir artikel yang relevan sebagai bagian dari proses review, tetapi tidak boleh mengarahkan penulis untuk menyitir jurnal yang dikelola.

3. Etika Mitra Bebestari (Reviewer)

Mitra bebestari mempunyai peran penting dalam menghasilkan publikasi ilmiah yang berkualitas, sehingga pemilihan mitra bebestari yang baik dan berkualitas sangat penting dilakukan. Beberapa kriteria mitra bebestari yang bisa digunakan sebagai pedoman adalah: usia sebaiknya di bawah 40 tahun, berasal dari institusi ternama, pernah mengikuti training (statistik, analisis laboratorium), mempunyai pengalaman publikasi internasional, dan ahli dibidangnya.

Jika kita diminta sebagai mitra bestari, maka ada beberapa hal yang perlu dipertimbangkan sebelum menerima permintaan editor, yaitu:

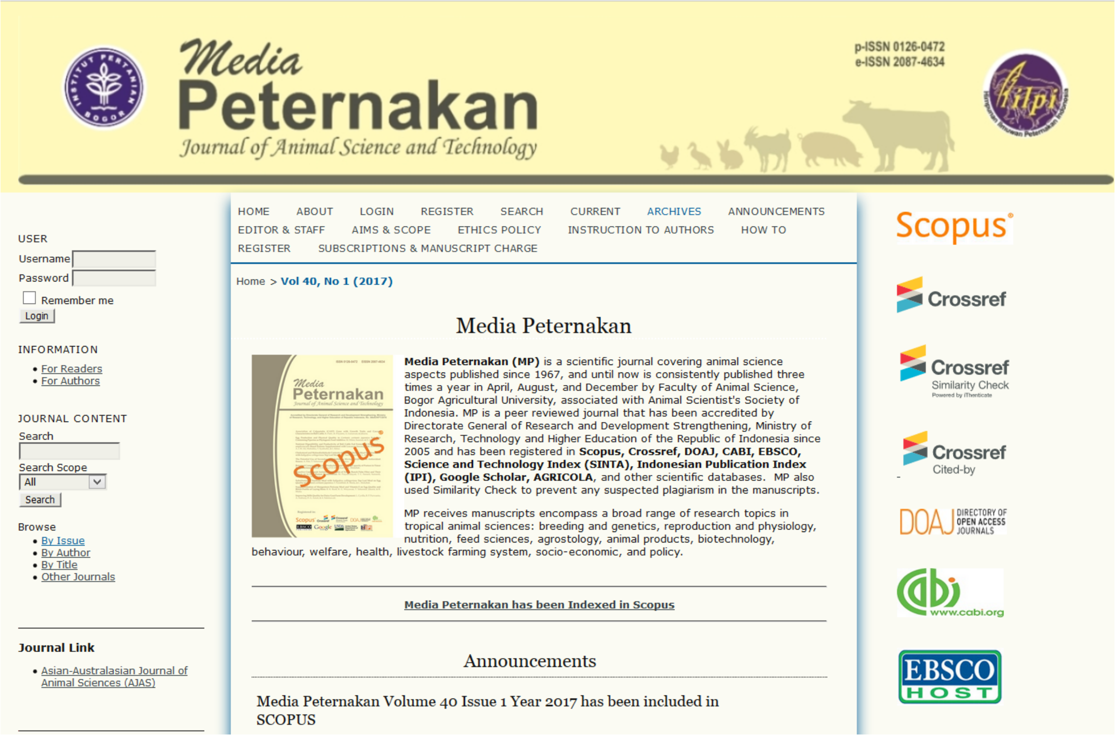
- Apakah naskah yang akan di review berada dalam bidang kepakaran kita,
- Apakah kita puas dengan proses review atau policy dari jurnal,

- Apakah kita mempunyai waktu yang cukup untuk menyelesaikan tugas yang diberikan sesuai dengan tenggat waktu,
- Apakah ada Conflict of Interest dengan naskah yang akan di review.

Mitra bestari yang baik akan memberikan kontribusi dalam perbaikan naskah berupa masukan yang konstruktif, tidak bias, komentar yang rinci dan jelas sehingga bermanfaat bagi penulis dan naskahnya, komentarnya sopan, dan menyelesaikan tugas tepat waktu. Berdasarkan COPE Peer Review Principles, seorang mitra bestari hanya menyetujui tugas yang diberikan jika naskahnya berada dalam bidang kepakarannya, dapat menyelesaikan tugas dalam batas waktu yang ditetapkan, dan menjaga kerahasiaan naskah sebelum dan sesudah review, sebelum naskah diterbitkan oleh jurnal, dan tidak menggunakan informasi pada naskah untuk kepentingan diri sendiri atau orang lain, atau organisasi tertentu.

B. Success Story Pengalaman Media Peternakan Terindeks Scopus

Media Peternakan (*Journal of Animal Science and Technology*) diterbitkan oleh Fakultas Peternakan, Institut Pertanian Bogor bekerjasama dengan Himpunan Ilmuwan Peternakan Indonesia (HILPI), sejak tahun 1967, tetapi baru pada tahun 2000 memperbaiki tata kelola jurnal mengacu pada penilaian Akreditasi Nasional terutama membuat ruangan sekretariat jurnal, merekrut tenaga honorer khusus untuk menangani jurnal, memperbaiki proses pengelolaan naskah, penambahan editor dan mitra bebestari nasional, memperbaiki sistem dokumentasi pengelolaan jurnal, indeksasi pada portal nasional. Perbaikan tata kelola jurnal mengantarkan Media Peternakan terakreditasi untuk pertama kalinya pada tahun 2005 dan memperoleh reakreditasi pada tahun 2008, 2011, dan 2016 (Media Peternakan, 2017) .


Media
Peternakan
Journal of Animal Science and Technology
p-ISSN 0126-0472
e-ISSN 2087-4634
HOME
ABOUT
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SEARCH
CURRENT
ARCHIVES
ANNOUNCEMENTS
EDITOR & STAFF
AIMS & SCOPE
ETHICS POLICY
INSTRUCTION TO AUTHORS
HOW TO REGISTER
SUBSCRIPTIONS & MANUSCRIPT CHARGE
USER
Username
Password
Remember me
Login
INFORMATION
For Readers
For Authors
JOURNAL CONTENT
Search
Search Scope
All
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Other Journals
Journal Link
Asian-Australasian Journal of Animal Sciences (AJAS)
Scopus
Crossref
Crossref Similarity Check
Crossref Cited-by
DOAJ DIRECTORY OF OPEN ACCESS JOURNALS
www.cabi.org
EBSCO HOST

Home > Vol 40, No 1 (2017)

Media Peternakan

Media Peternakan (MP) is a scientific journal covering animal science aspects published since 1967, and until now is consistently published three times a year in April, August, and December by Faculty of Animal Science, Bogor Agricultural University, associated with Animal Scientist's Society of Indonesia. MP is a peer reviewed journal that has been accredited by Directorate General of Research and Development Strengthening, Ministry of Research, Technology and Higher Education of the Republic of Indonesia since 2005 and has been registered in **Scopus, Crossref, DOAJ, CABI, EBSCO, Science and Technology Index (SINTA), Indonesian Publication Index (IPI), Google Scholar, AGRICOLA**, and other scientific databases. MP also used Similarity Check to prevent any suspected plagiarism in the manuscripts.

MP receives manuscripts encompass a broad range of research topics in tropical animal sciences: breeding and genetics, reproduction and physiology, nutrition, feed sciences, agrostology, animal products, biotechnology, behaviour, welfare, health, livestock farming system, socio-economic, and policy.

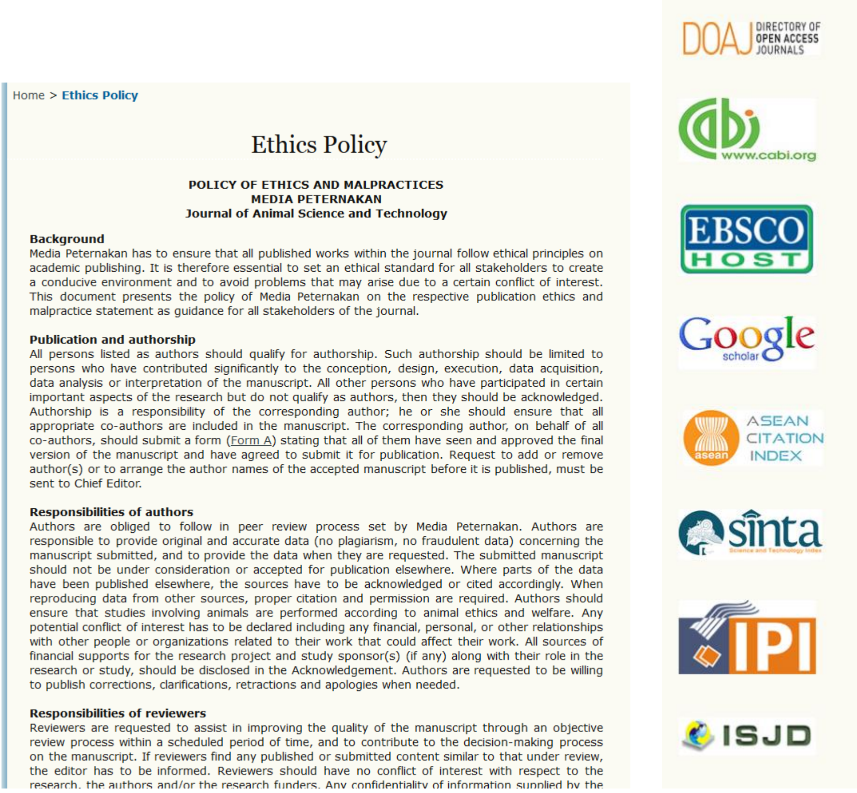
Media Peternakan has been Indexed in Scopus

Announcements

Media Peternakan Volume 40 Issue 1 Year 2017 has been included in SCOPUS

Gambar 4. 1 Website Media Peternakan

Sejak tahun 2010, Media Peternakan mulai melakukan program internasionalisasi jurnal dengan cara menambah dewan editor dan mitra bebestari internasional, melengkapi "*Publication ethics and malpractice*", indeksasi pada database internasional yaitu Crossref (2010); DOAJ & CABI (2011); EBSCO (2012); Google Scholar (2013); AGRICOLA; Cite Factor (2014), Sosialisasi OJS ke editor, reviewer, penulis (roadshow ke beberapa Fakultas Peternakan di Indonesia), serta mulai tahun 2012 semua artikel ditulis dalam bahasa Inggris. Pada bulan November 2014, Media Peternakan mendaftar ke Scopus dan Thomson Reuters. Pengumuman dari Scopus diterima pada tanggal 24 Februari 2016 sedangkan pengumuman dari Thomson Reuters sampai hari ini belum kami terima.



Ethics Policy

POLICY OF ETHICS AND MALPRACTICES
MEDIA PETERNAKAN
Journal of Animal Science and Technology

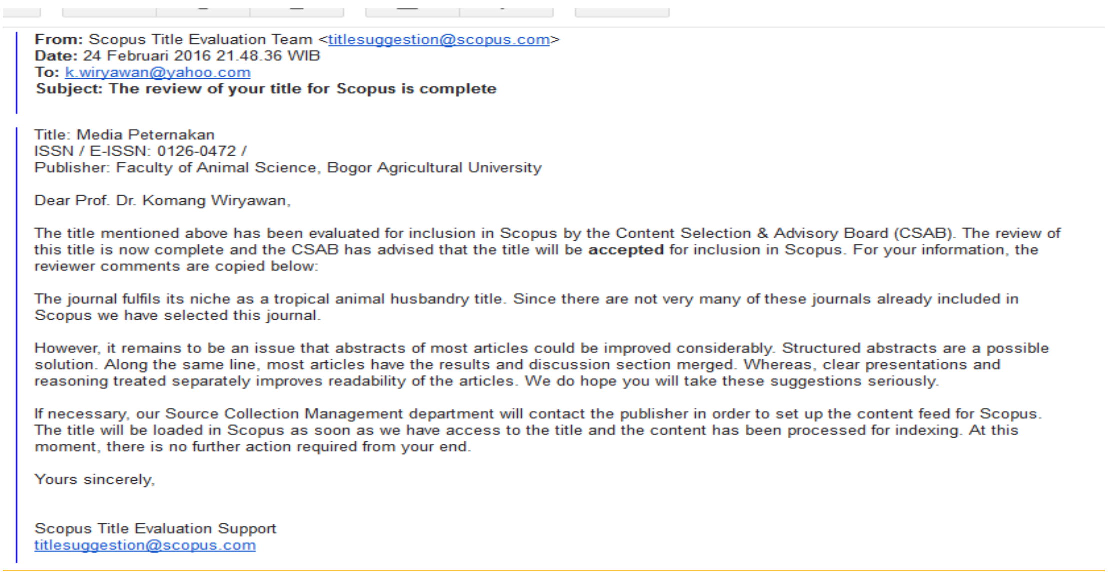
Background
Media Peternakan has to ensure that all published works within the journal follow ethical principles on academic publishing. It is therefore essential to set an ethical standard for all stakeholders to create a conducive environment and to avoid problems that may arise due to a certain conflict of interest. This document presents the policy of Media Peternakan on the respective publication ethics and malpractice statement as guidance for all stakeholders of the journal.

Publication and authorship
All persons listed as authors should qualify for authorship. Such authorship should be limited to persons who have contributed significantly to the conception, design, execution, data acquisition, data analysis or interpretation of the manuscript. All other persons who have participated in certain important aspects of the research but do not qualify as authors, then they should be acknowledged. Authorship is a responsibility of the corresponding author; he or she should ensure that all appropriate co-authors are included in the manuscript. The corresponding author, on behalf of all co-authors, should submit a form (Form A) stating that all of them have seen and approved the final version of the manuscript and have agreed to submit it for publication. Request to add or remove author(s) or to arrange the author names of the accepted manuscript before it is published, must be sent to Chief Editor.

Responsibilities of authors
Authors are obliged to follow in peer review process set by Media Peternakan. Authors are responsible to provide original and accurate data (no plagiarism, no fraudulent data) concerning the manuscript submitted, and to provide the data when they are requested. The submitted manuscript should not be under consideration or accepted for publication elsewhere. Where parts of the data have been published elsewhere, the sources have to be acknowledged or cited accordingly. When reproducing data from other sources, proper citation and permission are required. Authors should ensure that studies involving animals are performed according to animal ethics and welfare. Any potential conflict of interest has to be declared including any financial, personal, or other relationships with other people or organizations related to their work that could affect their work. All sources of financial supports for the research project and study sponsor(s) (if any) along with their role in the research or study, should be disclosed in the Acknowledgement. Authors are requested to be willing to publish corrections, clarifications, retractions and apologies when needed.

Responsibilities of reviewers
Reviewers are requested to assist in improving the quality of the manuscript through an objective review process within a scheduled period of time, and to contribute to the decision-making process on the manuscript. If reviewers find any published or submitted content similar to that under review, the editor has to be informed. Reviewers should have no conflict of interest with respect to the research, the authors and/or the research funders. Any confidentiality of information supplied by the

Gambar 4. 2 Publication Ethics dan Indeksasi Media Peternakan



From: Scopus Title Evaluation Team <titlesuggestion@scopus.com>
Date: 24 Februari 2016 21.48.36 WIB
To: k.wiryawan@yahoo.com
Subject: The review of your title for Scopus is complete

Title: Media Peternakan
ISSN / E-ISSN: 0126-0472 /
Publisher: Faculty of Animal Science, Bogor Agricultural University

Dear Prof. Dr. Komang Wiryawan,

The title mentioned above has been evaluated for inclusion in Scopus by the Content Selection & Advisory Board (CSAB). The review of this title is now complete and the CSAB has advised that the title will be **accepted** for inclusion in Scopus. For your information, the reviewer comments are copied below:

The journal fulfils its niche as a tropical animal husbandry title. Since there are not very many of these journals already included in Scopus we have selected this journal.

However, it remains to be an issue that abstracts of most articles could be improved considerably. Structured abstracts are a possible solution. Along the same line, most articles have the results and discussion section merged. Whereas, clear presentations and reasoning treated separately improves readability of the articles. We do hope you will take these suggestions seriously.

If necessary, our Source Collection Management department will contact the publisher in order to set up the content feed for Scopus. The title will be loaded in Scopus as soon as we have access to the title and the content has been processed for indexing. At this moment, there is no further action required from your end.

Yours sincerely,

Scopus Title Evaluation Support
titlesuggestion@scopus.com

Gambar 4. 3 Email pernyataan Media Peternakan diterima di Scopus

Sebelum mendaftar ke Scopus sebaiknya ikuti persyaratan yang diperlukan untuk menghindari **‘ban submission’**. Minimum kriteria yang diperlukan yaitu:

1. The title should publish peer-reviewed content
2. The title should be published on a regular basis (have an ISSN number)
3. The content should be relevant and readable for an international audience (*English language of abstracts and article titles)*
4. The title should have References in Roman script
5. The title should have a publication ethics and malpractice statement

Disamping itu, sangat penting untuk memahami tentang kriteria seleksi yang digunakan oleh Scopus dapat dilihat dalam tabel 1.7. Keberhasilan suatu jurnal menjadi jurnal internasional bereputasi, paling tidak perlu didukung oleh:

1. Tersedianya staf khusus yang menangani jurnal
2. Staf IT yang memadai
3. Website yang mudah diakses
4. Tim Editor yang komitmen
5. Mitra bebestari yang cukup
6. Komitmen institusi

BAB 5. ASEAN Citation Index

A. Latar Belakang

Pengembangan *Asean Citation Index* (ACI) diinisiasi oleh Thai Citation Index (TCI) pada pertemuan TCI tahun 2011 dan kemudian diagendakan pada *ACI Meeting* pertama Bangkok tahun 2013. Pembentukan ACI ini dilandasi oleh semangat ASEAN sebagai wadah bersama, khususnya dalam hal ini untuk meningkatkan pengembangan riset di 10 negara anggota ASEAN (ACI, 2017). Dengan ACI diharapkan terbentuknya kemanfaatan bersama di Tingkat ASEAN:

- Kepemilikan regional database riset ASEAN
- Penampilan kekuatan dan hasil riset peneliti ASEAN agar menjadi lebih *visible* (*citations, impact etc*).
- Kemudahan dalam akses informasi kinerja riset
- Penampilan performance rankings untuk ASEAN *institutions*.
- Kemudahan bagi Students melalui ACI dalam memilih *university* untuk studi lanjut di ASEAN *universities.*

Berikut adalah Visi ACI bagi peningkatan journal di ASEAN *countries.*

Vision of ACI

- A database that index ASEAN region best journals
- A renowned regional citation database, a showcase of ASEAN research
- Bridging the gaps of research development among ASEAN countries

Advantage to join ACI

- Improve visibility of local journals in ASEAN countries
- Standard Plagiarism checking
- International partnership among ASEAN researchers
- More opportunity to be indexed in international Citation Index (Scopus, Thomson etc)
- Better assessing research in ASEAN region
- Increase International collaboration among ASEAN countries

Pada pertemuan ke-4 tahun ini, ACI *meeting* dihadiri oleh anggota *Steering Committee* ACI dari 10 negara ASEAN: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand dan Vietnam. Dari Indonesia hadir anggota *Steering Committee* Slamin dan Edy Soewono.

Pada pertemuan ini dibahas agenda utama:

1. Paparan Scopus
2. Keynote lecture by Jeffrey Beall
3. Update ACI
4. Country Progress Report
5. Approval of new journals to be indexed in ACI
6. Sustainability of ACI Databese: Workshop, Country Contributions and Future.

Pada pertemuan ini masing-masing member memaparkan perkembangan journals & citation di masing-masing member country. Dari Indonesia ditampilkan perkembangan terakhir Sistem Akreditasi Arjuna, implementasi akreditasi journal nasional dan peningkatan journal-journal Indonesia di Scopus. Disampaikan juga kebijakan-kebijakan Ristek-Dikti dalam kaitannya dengan peningkatan journal nasional. Berdasarkan usulan Tim Akreditasi Nasional, kami mengusulkan 55 journal nasional dan 25 journal yang sudah terindex di Scopus untuk di *approve* oleh ACI.

B. Permasalahan dan tantangan

Disadari bahwa setiap Negara ASEAN kecuali Singapore menghadapi masalah (pada tingkat yang berbeda) dalam meningkatkan kinerja riset dan hasil riset di tingkat internasional. Dalam hal ini publikasi hasil penelitian di jurnal lokal terkendala oleh berbagai hal dalam upaya meningkatkan pada tingkat internasional. Diakui bahwa tahapan utama untuk mendapatkan pengakuan internasional adalah melalui pengindeksan oleh Scopus. Berikut ini sari dari pembahasan pada pertemuan ACI meeting IV.

- **Makin sulit dan makin lamanya proses pengindeksan di Scopus**
  Proses evaluasi journal baru untuk diindex di Scopus selama ini dilakukan oleh *Content Selection Advisory Board (CSAB)* Scopus yang jumlahnya terbatas. Dengan meningkatnya jumlah (ribuan per tahun) journal yang mengajukan aplikasi ke Scopus, waktu evaluasi yang diperlukan oleh CSAB makin panjang dengan antrian yang makin meningkat. Masalah ini dihadapi oleh semua pengaju di seluruh dunia. Dari pihak Scopus sendiri tidak mungkin membangun *independent.advisory board* di tiap Negara.
- Dengan terbangunnya ASEAN Citation Index, peningkatan visibilitas riset di masing-masing member dapat ditingkatkan ke arah visibilitas regional. Kesamaan *local identity research* ASEAN akan mendapatkan tempat berkembang dan bekerjasama dengan peningkatan visibilitas dari tingkat local ke regional. Melalui wadah bersama, perkembangan riset lokal pada tingkat internasional dan kolaborasi riset pada tingkat regional akan terfasilitasi. Lebih lanjut, dengan terakumulasinya database publikasi regional, kemampuan dan kekuatan riset lokal degan identitas regional akan mampu tampil dan mendapat pengakuan internasional.
- Peningkatan visibilitas dari tingkat nasional ke regional melalui ACI
  Diharapkan pada tahun 2018, jumlah journal yang terindeks di ACI akan meningkat mencapai jumlah 500. Dengan komitmen 10 *member country* AC, target 500 journal diyakini akan tercapai, dan komitmen Scopus dalam kaitannya dengan peningkatan kerjasama ACI-Scopus telah diberikan.

Hasil keputusan ACI IV

- Journal yang sudah terindeks di Scopus atau di WoS langsung diindeks oleh ACI
- *Steering Committee* menyetujui 25 usulan journal Indonesia yang sudah terindeks di Scopus untuk diindeks di ACI. Usulan 55 journal nasional (yang belum terindeks di Scopus) akan di konversikan penilaiannya dengan kriteria penilaian ACI oleh anggota *Steering Committee* dari Indonesia untuk selanjutnya dimintakan pengesahan ke semua anggota *steering commeittee* oleh secretariat ACI.

- Dengan asumsi ketercapaian jumlah 500 journal terindeks di ACI pada tahun 2018, pihak Scopus memberikan komitmen kerjasama dengan ACI dengan membentuk independent CSAB-ASEAN dengan anggota *steering committee* dari masing-masing *member country* ASEAN.
- Selanjutnya dengan terbentuknya CSAB-ASEAN, mulai tahun 2018 proses aplikasi journal lokal untuk diindeks di Scopus (harus) dilakukan melalui CSAB-ASEAN. Kriteria penilaian yang digunakan adalah kriteria ACI yang diadopsi dari kriteria penilaian Scopus.
- Mekanisme rinci pengajuan ke Scopus melalui CSAB akan dibahas peda pertemuan ACI V tahun 2017 di Kuala Lumpur.
- Kewajiban kontribusi tahunan yang dibebankan ke masing-masing member country diharapkan segera dipenuhi.

Persiapan di Tim Akreditasi Nasional Indonesia

Mengingat pentingnya peran ACI untuk percepatan penginternasionalan journal nasional, perlu kita bangun komitmen bersama untuk berperan aktif di ACI. Beberapa persiapan berikut diharapkan dapat dilakukan dalam waktu dekat ini.

- Sosialisasi ACI melalui workshop
- Melakukan seleksi journal nasional yang sudah terakreditasi, sesuai dengan kriteria penilaian ACI) untuk direkomendasikan ke ACI

C. Kriteria Indeksasi Asean Citation Index

General criteria for journal inclusion in the ACI

1. All articles must be peer reviewed
2. Timeliness (one issue delay is allowed)

Additional Criteria

1. At least 3 years minimum of age (or 6 issued published)
2. Cited in related index system
3. Good diversity in authorship
4. Good diversity in editorial board members
5. Clear journal concepts and policy
6. Uniform journal format
7. Journal website or online publication (update, comprehensive)

Criteria for de-selection

On the bases of “on-complaints”.

Tabel 5. 1 Evaluation Criteria of Asean Citation Index

Pre-Evaluation http:// **Total..................Point**

Criteria	Consideration Points	Point
1. Level and indication of peer-review	☐ Double-blind peer-review	
	☐ Single-blind peer-review	
	☐ No peer-review	
2. Timeliness of Publication	☐ On time	
	☐ 1 Issue delay	
	☐ Delay of more than 1 issue	
3. Has at least 3 years in publication or has published 6 issues continuously	☐ More than 3 years old	
	☐ 3 years old	
	☐ Less than 3 years old	
4. Citedness of journal	☐ Citedness above expectations	
	☐ Citedness at expectations	
	☐ Citedness below expectations	
5. Conformity with the journal's stated aims and scope		
5.1) Aim and scope of the journal which clearly state discipline of articles	☐ Yes ☐ No	
5.2) Name list of the editorial board and their affiliations	☐ Yes ☐ No	
5.3) Frequency of publication with specific month, e.g. 2 volumes a year, Volume 1 issue in January – June, Volume 2 issue in July - December	☐ Yes ☐ No	
5.4) Statement that indicates peer-review process	☐ Yes ☐ No	
5.5) Information for author should have complete and relevant information	☐ Yes ☐ No	
6. Diversity in provenance of editors	☐ Experts from other organizations ≥ 50%	
	☐ Experts from other organizations < 50% but ≥ 25%	
	☐ Experts from other organizations < 25%	
Criteria	**Consideration Points**	**Point**
7. Diversity in origin of authors	☐ Articles from other organizations ≥ 50%	

	☐ Articles from other organizations < 50% but ≥ 25%	
	☐ Articles from other organizations < 25%	
8. Conformity with the international standard format of journal		
8.1) Authors names and affiliation	☐ Yes ☐ No	
8.2) Abstract in both local and English languages	☐ Yes ☐ No	
8.3) References with consistent format	☐ Yes ☐ No	
9. Website of the journal which contains all necessary information and well maintained and updated		
9.1) List of articles in each issue	☐ Yes ☐ No	
9.2) Aim & scope of the journals	☐ Yes ☐ No	
9.3) Name list of the editorial board and their affiliations	☐ Yes ☐ No	
9.4) Information for Author	☐ Yes ☐ No	
9.5) The information on the website and on the printed version are identical.	☐ Yes ☐ No	
10. Has online submission system or uses any Online Journal System (OJS)	☐ Online and active online submission	
	☐ Having online submission system, but not active	
	☐ No online submission system	
Total		

The journal selection criteria can be downloaded from the ACI website (http://www.asean-cites.org/index.php?r=contents%2Findex&id=10)

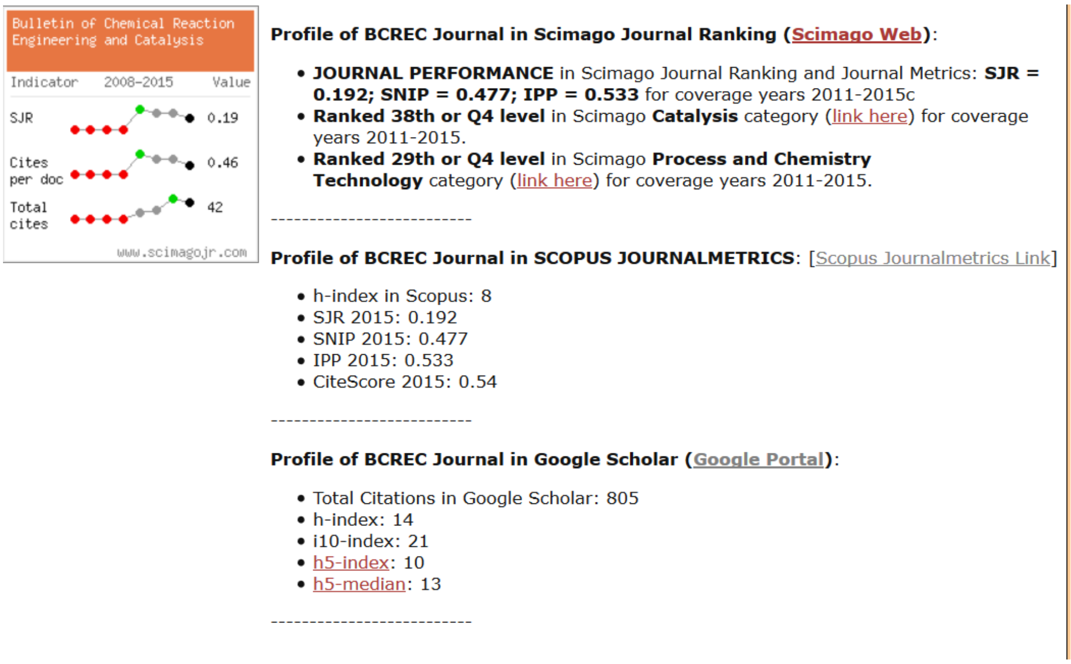
Secretariat:
"ACI Secretariats" <aci.cites@gmail.com>

Indonesian Steering Committee members

Edy Soewono eaoewono@math.itb.ac.id, Slamin slamin@unej.ac.id

BAB 6. Penutup

Kinerja suatu jurnal saat ini bukan seberapa banyak publikasi yang dihasilkan, tetapi sudah diindeks dimana saja jurnalnya, berapa impact factornya, berapa SJRnya, berapa citescorenya, quartile berapa, berapa SNIPnya. Kebanggaan buat penulis apabila diterima di jurnal yang memiliki kinerja baik dan disebut jurnal internasional bereputasi. Untuk mendorong penerbitan jurnal Indonesia menjadi bereputasi internasional diperlukan komitmen, ketekunan dalam menjalankan bisnis proses penerbitan jurnal ilmiah, jatuh bangun ketika harus mendapatkan embargo dari suatu pengindeks harus menjadi pemacu dan pemicu untuk meningkatkan kualitas jurnal. Akreditasi nasional saat ini diharapkan menjadi langkah awal ujian untuk menuju jurnal internasional bereputasi sehingga setiap jurnal ke depan akan mendapatkan profil seperti gambar 56-58.



Profile of BCREC Journal in Scimago Journal Ranking (Scimago Web):

- **JOURNAL PERFORMANCE** in Scimago Journal Ranking and Journal Metrics: **SJR = 0.192; SNIP = 0.477; IPP = 0.533** for coverage years 2011-2015c
- **Ranked 38th or Q4 level** in Scimago **Catalysis** category (link here) for coverage years 2011-2015.
- **Ranked 29th or Q4 level** in Scimago **Process and Chemistry Technology** category (link here) for coverage years 2011-2015.

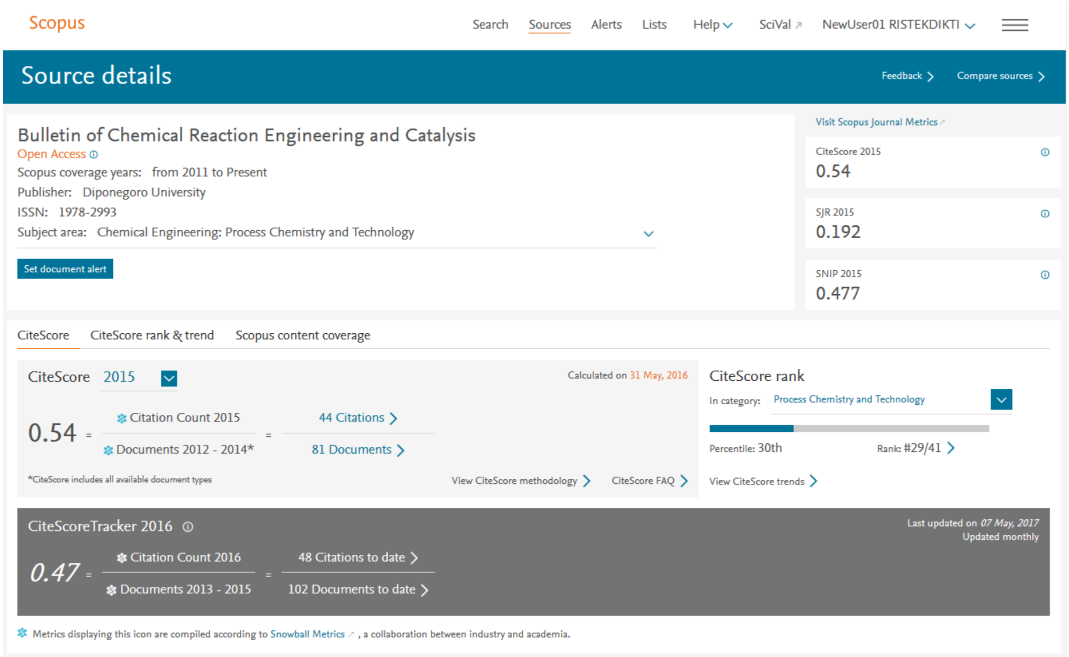
Profile of BCREC Journal in SCOPUS JOURNALMETRICS: [Scopus Journalmetrics Link]

- h-index in Scopus: 8
- SJR 2015: 0.192
- SNIP 2015: 0.477
- IPP 2015: 0.533
- CiteScore 2015: 0.54

Profile of BCREC Journal in Google Scholar (Google Portal):

- Total Citations in Google Scholar: 805
- h-index: 14
- i10-index: 21
- h5-index: 10
- h5-median: 13

Gambar 6. 1 Tampilan Profil Kinerja Jurnal BCREC



Scopus

Search Sources Alerts Lists Help SciVal NewUser01 RISTEKDIKTI

Source details

Feedback Compare sources

Bulletin of Chemical Reaction Engineering and Catalysis

Open Access

Scopus coverage years: from 2011 to Present

Publisher: Diponegoro University

ISSN: 1978-2993

Subject area: Chemical Engineering: Process Chemistry and Technology

Set document alert

Visit Scopus Journal Metrics

CiteScore 2015
0.54

SJR 2015
0.192

SNIP 2015
0.477

CiteScore CiteScore rank & trend Scopus content coverage

CiteScore 2015

Calculated on 31 May, 2016

0.54 = Citation Count 2015 / Documents 2012 - 2014* = 44 Citations / 81 Documents

*CiteScore includes all available document types

View CiteScore methodology CiteScore FAQ

CiteScore rank

In category: Process Chemistry and Technology

Percentile: 30th Rank: #29/41

View CiteScore trends

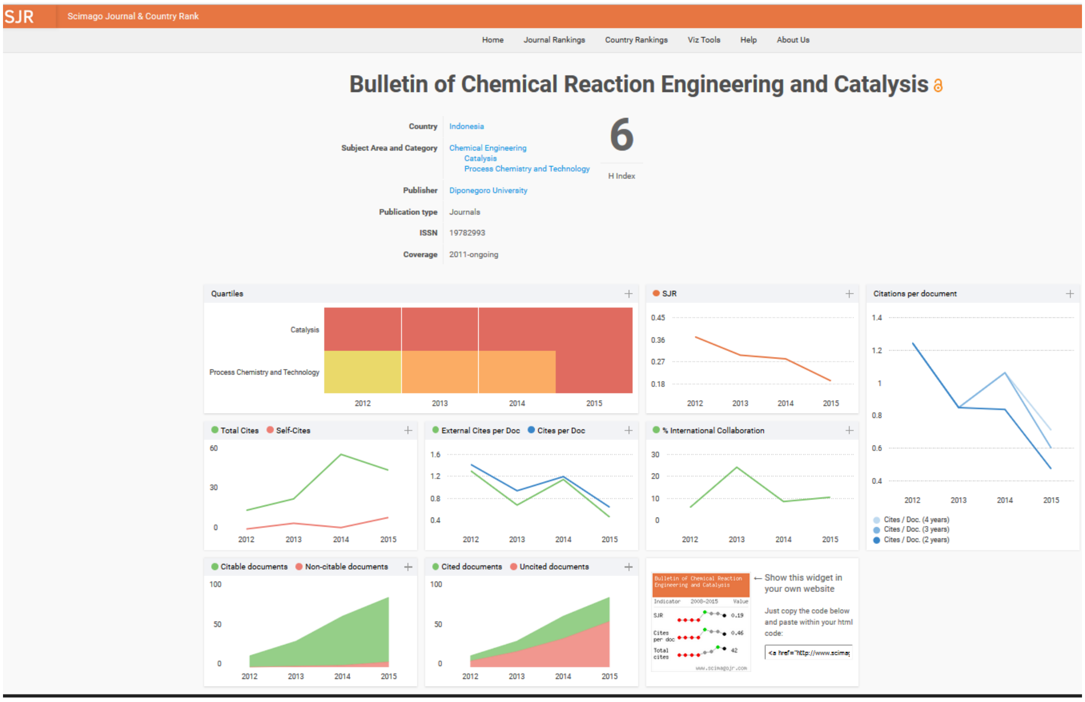
CiteScoreTracker 2016

Last updated on 07 May, 2017
Updated monthly

0.47 = Citation Count 2016 / Documents 2013 - 2015 = 48 Citations to date / 102 Documents to date

Metrics displaying this icon are compiled according to Snowball Metrics, a collaboration between industry and academia.

Gambar 6. 2 Profil Kinerja Jurnal BCREC di Scopus



SJR Scimago Journal & Country Rank

Home Journal Rankings Country Rankings Viz Tools Help About Us

Bulletin of Chemical Reaction Engineering and Catalysis

Country: Indonesia

Subject Area and Category: Chemical Engineering
Catalysis
Process Chemistry and Technology

Publisher: Diponegoro University

Publication type: Journals

ISSN: 19782993

Coverage: 2011-ongoing

6
H Index

Quartiles
Catalysis
Process Chemistry and Technology
2012
2013
2014
2015
SJR
0.45
0.36
0.27
0.18
Citations per document
1.4
1.2
1
0.8
0.6
0.4
Cites / Doc. (4 years)
Cites / Doc. (3 years)
Cites / Doc. (2 years)
Total Cites
Self-Cites
60
30
0
External Cites per Doc
Cites per Doc
1.6
1.2
0.8
0.4
% International Collaboration
30
20
10
0
Citable documents
Non-citable documents
100
50
0
Cited documents
Uncited documents
Bulletin of Chemical Reaction Engineering and Catalysis
Indicator
2008-2015
Value
SJR
0.19
Cites per doc
0.46
Total cites
42
www.scimagojr.com

← Show this widget in your own website

Just copy the code below and paste within your html code:

<a href="http://www.scima

Gambar 6. 3 Profil Kinerja Jurnal BCREC di Scimago

Daftar Pustaka

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Lampiran 1

Glosarium

Istilah	Keterangan/Definisi
Referensi	Sumber rujukan yang digunakan dan diacu dalam naskah, dalam jurnal dianjurkan dari sumber primer seperti jurnal dan prosiding
Gaya Sitasi / Citation Style	Gaya penulisan sumber dan daftar pustaka yang diacu dalam tulisan, Contoh: APA, Chicago, Harvard, Vancouver
Naskah/ Manuskrip	Tulisan yang sudah siap dikirimkan ke penerbit untuk dilakukan
Penyuntingan/ Editing	Proses pemeriksaan naskah yang dilakukan oleh editor untuk memeriksa kesesuaian dengan ruang lingkup dan petunjuk penulisan (gaya selingkung) yang ditetapkan jurnal.
Editor/Penyunting/ Redaksi	Orang yang melaksanakan Penyuntingan/editing
Review/Penelaahan	Proses pemeriksaan naskah yang dilakukan oleh reviewer untuk melihat kesesuaian substansi sesuai dengan kaidah ilmiah bidang ilmu tertentu
Reviewer/ Peer Review/ Penelaah	Orang yang melasksanakan review/penelaahan
Artikel	Tulisan yang sudah melalui proses penyuntingan dan penelaahan dan dinyatakan layak terbit, sehingga akan diberikan volume nomor dan tahun terbit
Artikel in press	Tulisan yang sudah melalui proses penyuntingan dan penelaahan dan dinyatakan layak terbit, namun proses penerbitannya masih menunggu artikel lain yang belum lengkap dan biasanya untuk penerbitan yang akan datang, dan istilah “artikel in press” akan hilang setelah semua artikel lengkap dan waktu terbit sesuai.
Jurnal	Wadah/tempat/ artikel yang telah melalui proses penyuntingan dan penelaahan sehingga mudah diakses, dibaca, dan ditelusuri.
Publisher/Penerbit	Lembaga yang mengelola tempat jurnal diterbitkan. Contoh: Elsevier,
Percetakan	Lembaga tempat melakukan pencetakan jurnal

Database Jurnal	Tempat mengintegrasikan jurnal ilmiah., Science Direct, Springer
Database Aggregator	Database yang memuat publikasi dari berbagai penerbit jurnal dan jenis terbitan lainnya. Sebagai database aggregator beberapa judul mengalami embargo yang membatasi akses terhadap full text hingga waktu tertentu.. Contoh, Ebsco, Proquest
Indeksasi	Tempat mengintegrasikan jurnal ilmiah dengan kriteria yang telah ditetapkan

Lampiran 2
COPE best practice guidelines for journals

EDITORS

(1) General duties and responsibilities

- Actively seek the views of authors, readers, reviewers and editorial board members about ways of improving their journal's processes;
- Encourage and be aware of research into peer review and 'journalology' and reassess journal processes in the light of new findings;
- Work to persuade their publishers to provide them with appropriate resources, guidance from experts (e.g. designers, lawyers) and adequate training to perform their role in a professional manner and raise the quality of their journal;
- Support initiatives designed to reduce academic misconduct;
- Support initiatives to educate researchers about publication ethics;
- Assess the effects of their journal policies on author and reviewer behaviour and revise policies, as required, to encourage responsible behaviour and discourage misconduct;
- Ensure that any press releases issued by the journal reflect the message of the reported article and put it into context.

(2) Relations with readers

- Ensure that all published reports of research have been reviewed by suitably qualified reviewers (e.g. including statistical review where appropriate);
- Ensure that non-peer-reviewed sections of their journal are clearly identified;
- Adopt processes that encourage accuracy, completeness and clarity of research reporting (e.g. technical editing, use of CONSORT checklist for randomised trials);
- Consider developing a transparency policy to encourage maximum disclosure about the provenance of nonresearch articles 3 1,2;
- Adopt authorship or contributorship systems that promote good practice (i.e. so that listings accurately reflect who did the work) and discourage misconduct (e.g. ghost and guest authors);
- Inform readers about steps taken to ensure that submissions from members of the journal's staff or editorial board receive an objective and unbiased evaluation.

(3) Relations with authors

- Publish clear instructions in their journals about submission and what they expect from authors;
- Provide guidance about criteria for authorship and/or who should be listed as a contributor;
- Review author instructions regularly and provide links to relevant guidelines (e.g. ICMJE, COPE);

- Require all contributors to disclose relevant competing interests and publish corrections if competing interests are revealed after publication;
- Ensure that appropriate reviewers are selected for submissions (i.e. individuals who are able to judge the work and are free from disqualifying competing interests);
- Respect requests from authors that an individual should not review their submission, if these are well-reasoned;
- Be guided by the COPE flowcharts in cases of suspected misconduct or disputed authorship;
- Publish details of how they handle cases of suspected misconduct (e.g. with links to the COPE flowcharts).

(4) Relations with reviewers

- Provide clear advice to reviewers (which should be straightforward and regularly updated);
- Require reviewers to disclose any potential competing interests before agreeing to review a submission;
- Encourage reviewers to comment on ethical questions and possible research misconduct raised by submissions, (e.g. unethical research design, insufficient detail on patient consent or protection of research subjects, including animals);
- Encourage reviewers to ensure the originality of submissions and be alert to redundant publication and plagiarism;
- Consider providing reviewers with tools to detect related publications (e.g. links to cited references and bibliographic searches);
- Seek to acknowledge the contribution of reviewers to the journal;
- Encourage academic institutions to recognise peer-review activities as part of the scholarly process;
- Monitor the performance of peer reviewers and take steps to ensure this is of high quality;
- Develop and maintain a database of suitable reviewers, and update this on the basis of reviewer performance;
- Remove from the journal’s database any reviewers who consistently produce discourteous, poor quality or late reviews;
- Seek to add new reviewers to the database to replace those who have been removed (because of poor performance or other reasons);
- Ensure that the reviewer database reflects the academic community for their journal (e.g. by auditing the database in terms of reviewer age, gender, location, etc.);
- Use a wide range of sources (not just personal contacts) to identify potential new reviewers (e.g. author suggestions, bibliographic databases);
- Follow the COPE flowchart in cases of suspected reviewer misconduct.

(5) Relations with editorial board members

- Identify suitably qualified editorial board members who can actively contribute to the development and good management of the journal;
- Appoint editorial board members for a fixed term of office (e.g. three years);
- Provide clear guidance to editorial board members about their expected functions and duties, these might include:
- Acting as ambassadors for the journal;

- Supporting and promoting the journal;
- Seeking out the best authors and best work (e.g. from meeting abstracts) and actively encouraging submissions;
- Reviewing submissions to the journal;
- Accepting commissions to write editorials, reviews and commentaries on papers in their specialist area;
- Attending and contributing to editorial board meetings. Consult editorial board members regularly (at least once a year) to gauge their opinions about the running of the journal, inform them of any changes to journal policies, and identify future challenges.

(6) Relations with journal owners and publishers
- Establish mechanisms to handle disagreements between themselves and the journal owner/publisher with due process;
- Have a written contract(s) setting out their relationship with the journal's owner and/or 5 publisher (the terms of this contract should be in line with the COPE Code of Conduct);
- Communicate regularly with their journal's owners and publishers.

(7) Editorial and peer-review processes
- Ensure that people involved with the editorial process (including themselves) receive adequate training and keep abreast of the latest guidelines, recommendations and evidence about peer review and journal management;
- Keep informed about research into peer review and technological advances;
- Adopt peer-review methods best suited for their journal and the research community it serves;
- Review peer-review practices periodically to see if improvement is possible;
- Refer troubling cases to COPE, especially when questions arise that are not addressed by the COPE flow charts, or new types of publication misconduct are suspected;
- Consider appointing an ombudsperson to adjudicate in complaints that cannot be resolved internally.

(8) Quality assurance
- Have systems in place to detect falsified data, e.g. manipulated photographic images or plagiarised text (either for routine use or when suspicions are raised);
- Base decisions about journal house style on relevant evidence of factors that raise the quality of reporting (e.g. adopting structured abstracts, applying guidance such as CONSORT) rather than simply on aesthetic grounds or personal preference.

(9) Protecting individual data
- Publish their policy on publishing individual data (e.g. identifiable patient details or images and explain this clearly to authors.

(10) Encouraging academic integrity
- Request evidence of ethical research approval for all relevant submissions and be prepared to question authors about aspects such as how patient consent was obtained or what methods were employed to minimize animal suffering;

- Good Clinical Practice Ensure that reports of clinical trials cite compliance with the Declaration of Helsinki and other relevant guidelines to safeguard participants;
- Ensure that reports of experiments on, or studies of, animals cite compliance with the US 7 Department of Health and Human Services Guide for the Care and Use of Laboratory.Animals or other relevant guidelines
- Consider appointing a journal ethics panel to advise on specific cases and review journal policies periodically.

(11) Ensuring the integrity of the academic record

- Take steps to reduce covert redundant publication, e.g. by requiring all clinical trials to be registered ;
- Ensure that published material is securely archived (e.g. via online permanent repositories, (such as PubMed Central);
- Have systems in place to give authors the opportunity to make original research articles freely available.

(12) Intellectual property

- Adopt systems for detecting plagiarism (e.g. software, searching for similar titles) in submitted items (either routinely or when suspicions are raised);
- Support authors whose copyright has been breached or who have been the victims of plagiarism;
- Be prepared to defend authors' rights and pursue offenders (e.g. by requesting retractions or removal of material from websites) irrespective of whether their journal holds the copyright.

(13) Commercial considerations

- Have policies and systems in place to ensure that commercial considerations do not affect editorial decisions (e.g. advertising departments should operate independently from editorial departments);
- Publish a description of their journal's income sources (e.g. the proportions received from display advertising, reprint sales, special supplements, page charges, etc.);
- Ensure that the peer-review process for sponsored supplements is the same as that used for the main journal;
- Ensure that items in sponsored supplements are accepted solely on the basis of academic merit and interest to readers and is not influenced by commercial considerations.

(14) Conflicts of interest

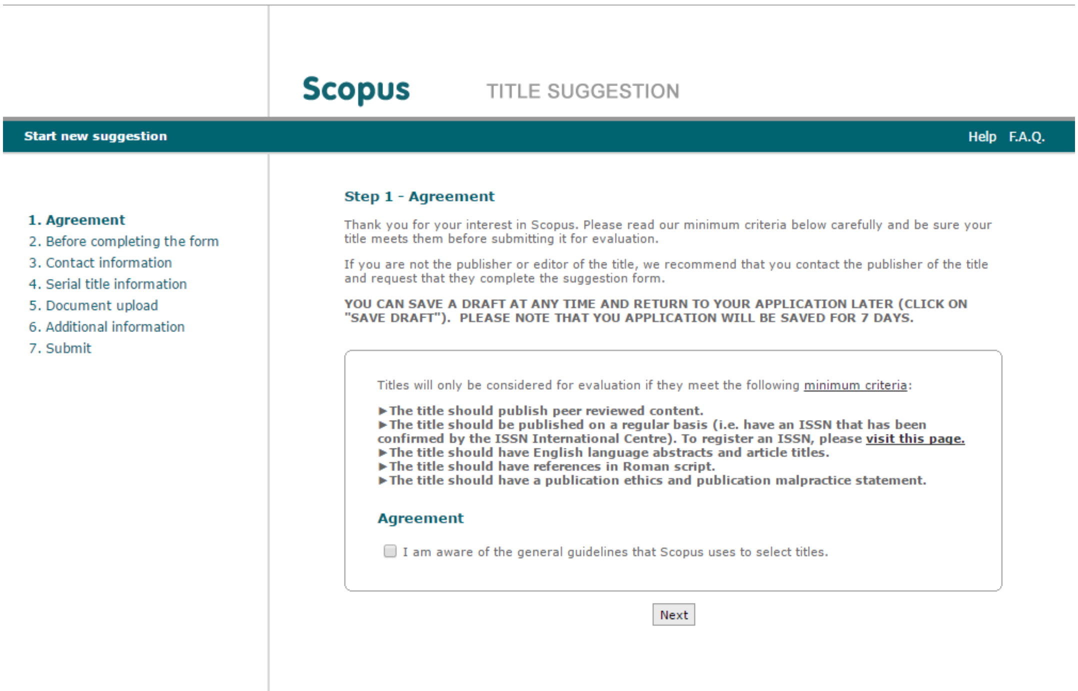
- Publish lists of relevant interests (financial, academic and other kinds) of all editorial staff and members of editorial boards (which should be updated at least annually);
- Adopt suitable policies for handling submissions from themselves, employEES or members of the editorial board to ensure unbiased review (and have these set out in writing);

Visit the COPE website: publicationethics.org

Lampiran 3
Mekanisme Pendaftaran di Scopus

Untuk dapat terindeks di Scopus, pengelola jurnal dapat membuka halaman *title suggestion form* pada alamat http://suggestor.step.scopus.com/suggestTitle/step1.cfm. Selanjutnya, pengelola jurnal dapat melengkapi tujuh langkah pengajuan, yaitu **Agreement**, **Before completing the form**, **Contact information**, **Serial title information**, **Upload document**, **Additional information**, dan **Submit**.

Step 1 Scopus Title Suggestion: Agreement


Scopus
TITLE SUGGESTION
Start new suggestion
Help
F.A.Q.
1. Agreement
2. Before completing the form
3. Contact information
4. Serial title information
5. Document upload
6. Additional information
7. Submit
Next

Step 1 - Agreement

Thank you for your interest in Scopus. Please read our minimum criteria below carefully and be sure your title meets them before submitting it for evaluation.

If you are not the publisher or editor of the title, we recommend that you contact the publisher of the title and request that they complete the suggestion form.

YOU CAN SAVE A DRAFT AT ANY TIME AND RETURN TO YOUR APPLICATION LATER (CLICK ON "SAVE DRAFT"). PLEASE NOTE THAT YOU APPLICATION WILL BE SAVED FOR 7 DAYS.

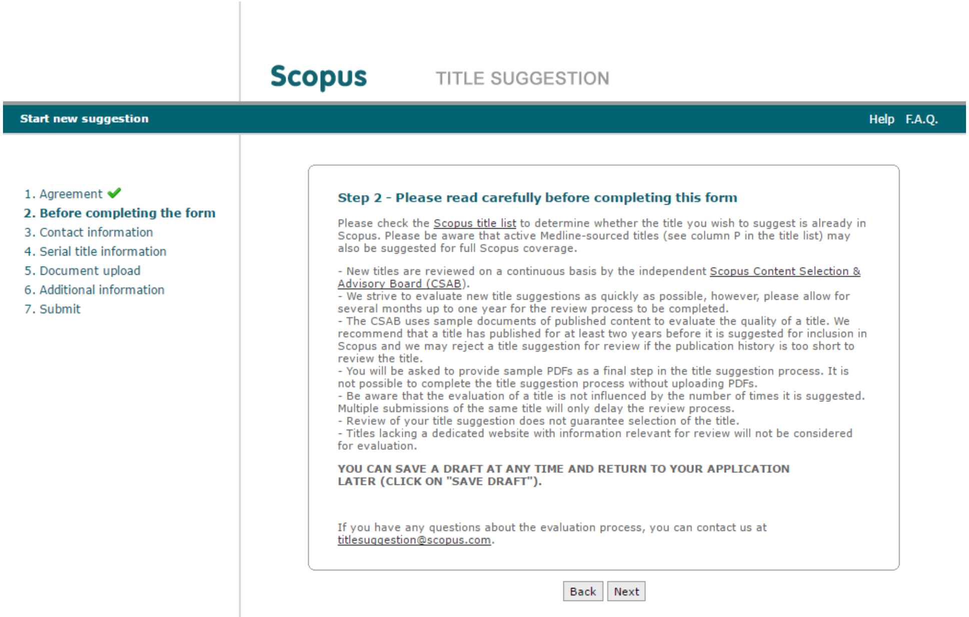
Titles will only be considered for evaluation if they meet the following minimum criteria:

▸**The title should publish peer reviewed content.**
▸**The title should be published on a regular basis (i.e. have an ISSN that has been confirmed by the ISSN International Centre). To register an ISSN, please visit this page.**
▸**The title should have English language abstracts and article titles.**
▸**The title should have references in Roman script.**
▸**The title should have a publication ethics and publication malpractice statement.**

Agreement

☐ I am aware of the general guidelines that Scopus uses to select titles.

Step 2 Scopus Title Suggestion: **Before completing the form**


Scopus
TITLE SUGGESTION
Start new suggestion
Help F.A.Q.
1. Agreement ✓
2. Before completing the form
3. Contact information
4. Serial title information
5. Document upload
6. Additional information
7. Submit
Back
Next

Step 2 - Please read carefully before completing this form

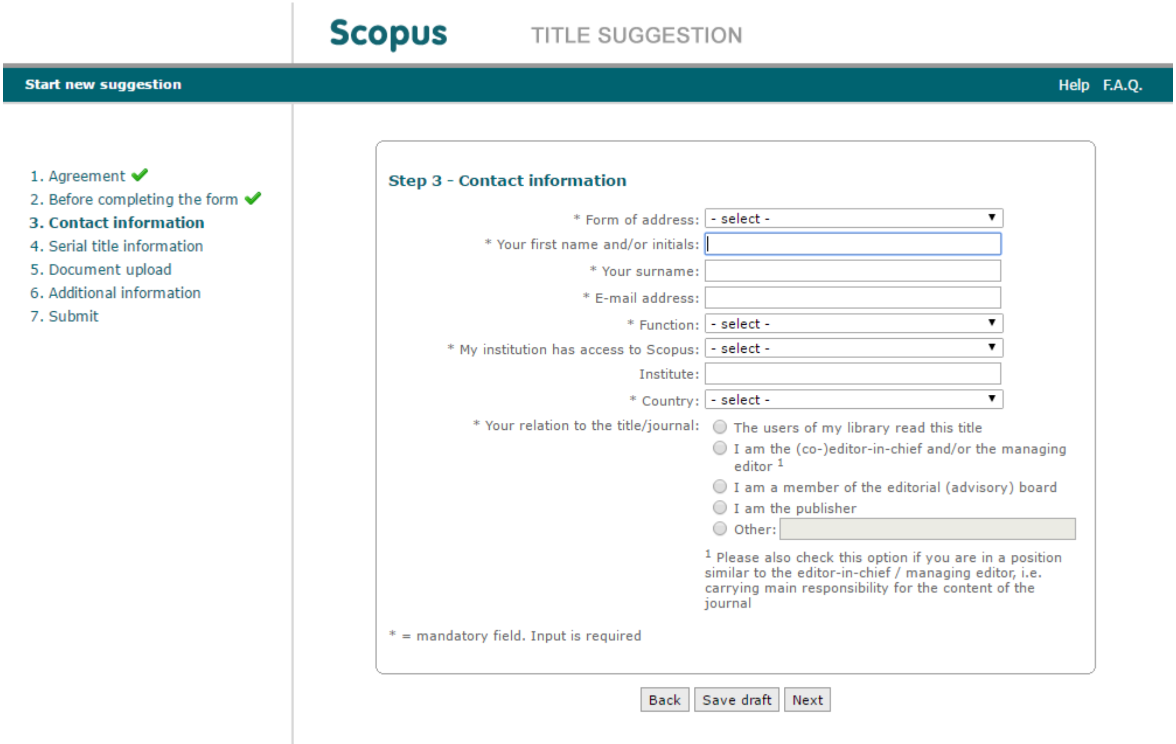
Please check the Scopus title list to determine whether the title you wish to suggest is already in Scopus. Please be aware that active Medline-sourced titles (see column P in the title list) may also be suggested for full Scopus coverage.

- New titles are reviewed on a continuous basis by the independent Scopus Content Selection & Advisory Board (CSAB).
- We strive to evaluate new title suggestions as quickly as possible, however, please allow for several months up to one year for the review process to be completed.
- The CSAB uses sample documents of published content to evaluate the quality of a title. We recommend that a title has published for at least two years before it is suggested for inclusion in Scopus and we may reject a title suggestion for review if the publication history is too short to review the title.
- You will be asked to provide sample PDFs as a final step in the title suggestion process. It is not possible to complete the title suggestion process without uploading PDFs.
- Be aware that the evaluation of a title is not influenced by the number of times it is suggested. Multiple submissions of the same title will only delay the review process.
- Review of your title suggestion does not guarantee selection of the title.
- Titles lacking a dedicated website with information relevant for review will not be considered for evaluation.

YOU CAN SAVE A DRAFT AT ANY TIME AND RETURN TO YOUR APPLICATION LATER (CLICK ON "SAVE DRAFT").

If you have any questions about the evaluation process, you can contact us at titlesuggestion@scopus.com.

Step 3 Scopus Title Suggestion: **Contact information**


Scopus
TITLE SUGGESTION
Start new suggestion
Help F.A.Q.
1. Agreement ✓
2. Before completing the form ✓
3. Contact information
4. Serial title information
5. Document upload
6. Additional information
7. Submit
Back
Save draft
Next

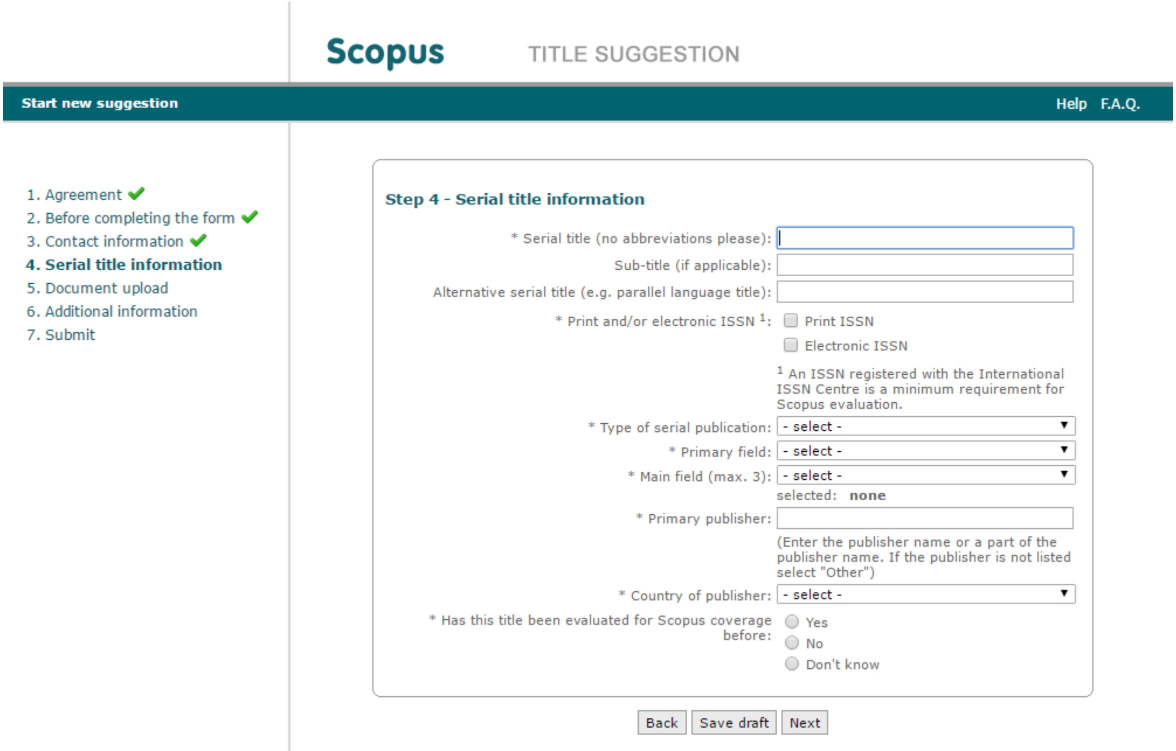
Step 3 - Contact information

* Form of address: - select -
* Your first name and/or initials:
* Your surname:
* E-mail address:
* Function: - select -
* My institution has access to Scopus: - select -
Institute:
* Country: - select -
* Your relation to the title/journal:
○ The users of my library read this title
○ I am the (co-)editor-in-chief and/or the managing editor [1]
○ I am a member of the editorial (advisory) board
○ I am the publisher
○ Other:

[1] Please also check this option if you are in a position similar to the editor-in-chief / managing editor, i.e. carrying main responsibility for the content of the journal

* = mandatory field. Input is required

Step 4 Scopus Title Suggestion: **Serial title information**



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✓
4. **Serial title information**
5. Document upload
6. Additional information
7. Submit

Step 4 - Serial title information

* Serial title (no abbreviations please):

Sub-title (if applicable):

Alternative serial title (e.g. parallel language title):

* Print and/or electronic ISSN [1]: ☐ Print ISSN ☐ Electronic ISSN

[1] An ISSN registered with the International ISSN Centre is a minimum requirement for Scopus evaluation.

* Type of serial publication: - select -

* Primary field: - select -

* Main field (max. 3): - select -

selected: **none**

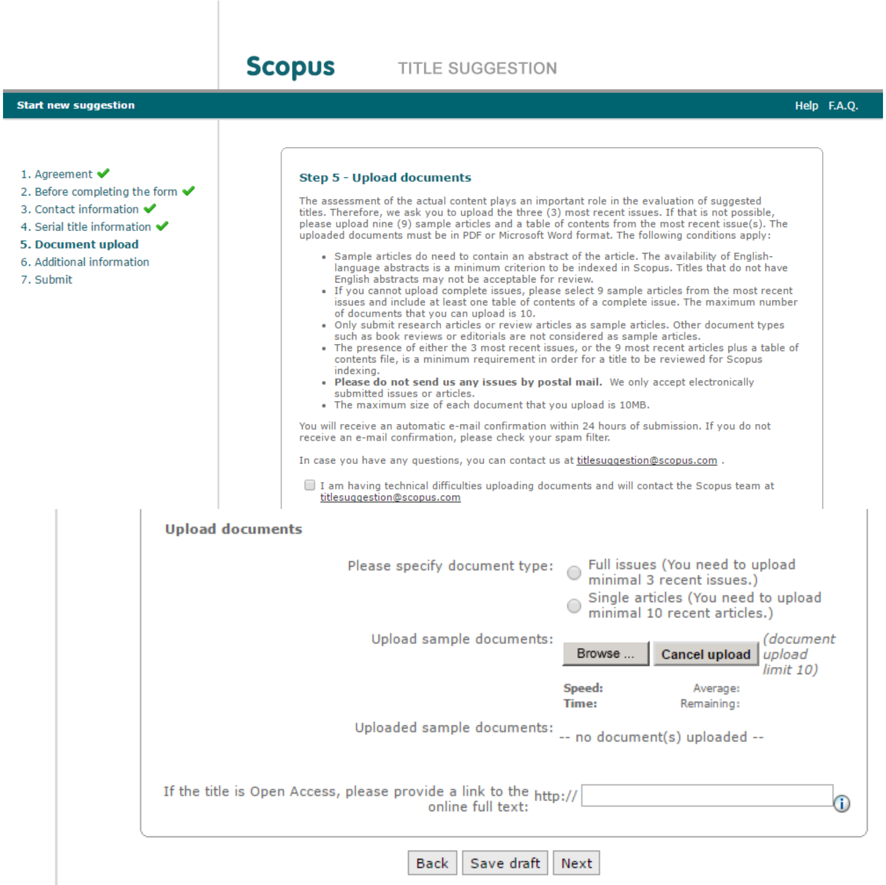
* Primary publisher:

(Enter the publisher name or a part of the publisher name. If the publisher is not listed select "Other")

* Country of publisher: - select -

* Has this title been evaluated for Scopus coverage before: ○ Yes ○ No ○ Don't know

Step 5 Scopus Title Suggestion: **Upload document**



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✓
4. Serial title information ✓
5. **Document upload**
6. Additional information
7. Submit

Step 5 - Upload documents

The assessment of the actual content plays an important role in the evaluation of suggested titles. Therefore, we ask you to upload the three (3) most recent issues. If that is not possible, please upload nine (9) sample articles and a table of contents from the most recent issue(s). The uploaded documents must be in PDF or Microsoft Word format. The following conditions apply:

- Sample articles do need to contain an abstract of the article. The availability of English-language abstracts is a minimum criterion to be indexed in Scopus. Titles that do not have English abstracts may not be acceptable for review.
- If you cannot upload complete issues, please select 9 sample articles from the most recent issues and include at least one table of contents of a complete issue. The maximum number of documents that you can upload is 10.
- Only submit research articles or review articles as sample articles. Other document types such as book reviews or editorials are not considered as sample articles.
- The presence of either the 3 most recent issues, or the 9 most recent articles plus a table of contents file, is a minimum requirement in order for a title to be reviewed for Scopus indexing.
- **Please do not send us any issues by postal mail.** We only accept electronically submitted issues or articles.
- The maximum size of each document that you upload is 10MB.

You will receive an automatic e-mail confirmation within 24 hours of submission. If you do not receive an e-mail confirmation, please check your spam filter.

In case you have any questions, you can contact us at titlesuggestion@scopus.com .

☐ I am having technical difficulties uploading documents and will contact the Scopus team at titlesuggestion@scopus.com

Upload documents

Please specify document type: ○ Full issues (You need to upload minimal 3 recent issues.) ○ Single articles (You need to upload minimal 10 recent articles.)

Upload sample documents: *(document upload limit 10)*

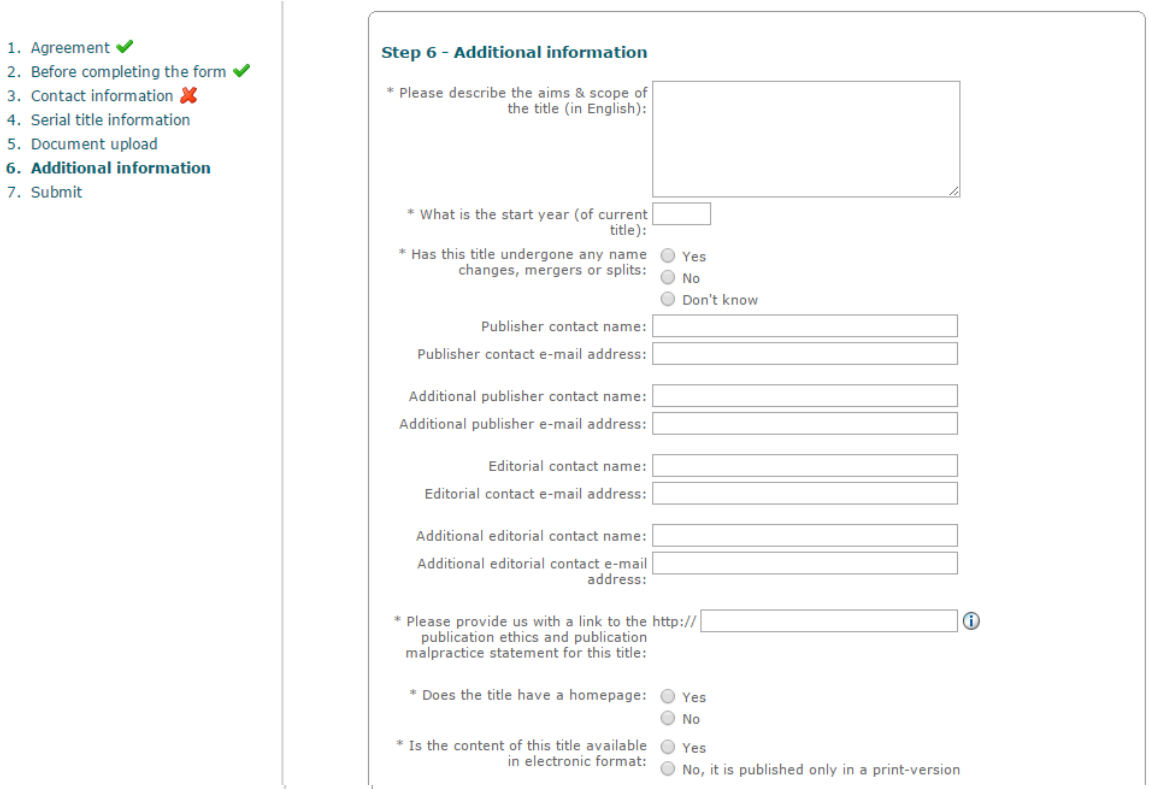
Speed: Average:

Time: Remaining:

Uploaded sample documents: -- no document(s) uploaded --

If the title is Open Access, please provide a link to the online full text: http://

Step 6 Scopus Title Suggestion: **Additional information** (1)



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✗
4. Serial title information
5. Document upload
6. **Additional information**
7. Submit

Step 6 - Additional information

* Please describe the aims & scope of the title (in English):

* What is the start year (of current title):

* Has this title undergone any name changes, mergers or splits: ○ Yes ○ No ○ Don't know

Publisher contact name:

Publisher contact e-mail address:

Additional publisher contact name:

Additional publisher e-mail address:

Editorial contact name:

Editorial contact e-mail address:

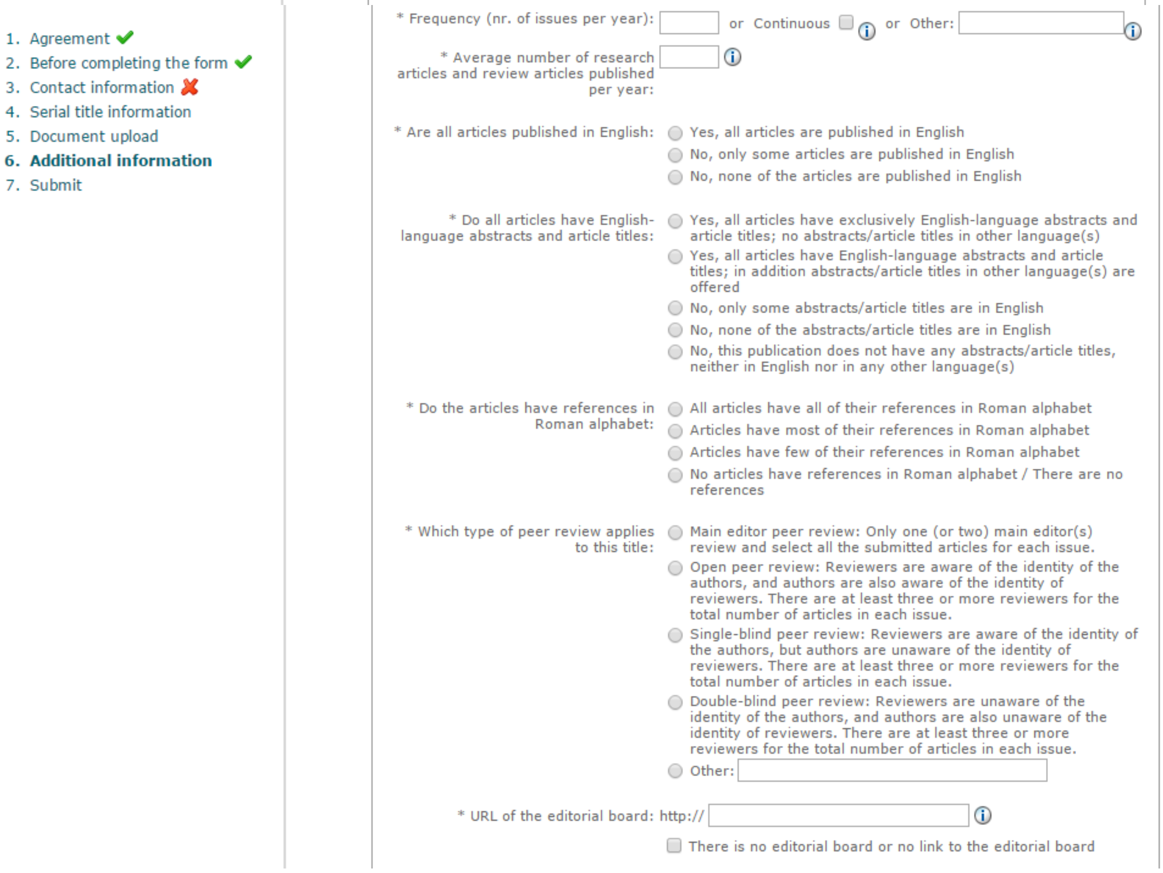
Additional editorial contact name:

Additional editorial contact e-mail address:

* Please provide us with a link to the publication ethics and publication malpractice statement for this title: http:// ⓘ

* Does the title have a homepage: ○ Yes ○ No

* Is the content of this title available in electronic format: ○ Yes ○ No, it is published only in a print-version



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✗
4. Serial title information
5. Document upload
6. **Additional information**
7. Submit

* Frequency (nr. of issues per year): or Continuous ☐ ⓘ or Other: ⓘ

* Average number of research articles and review articles published per year: ⓘ

* Are all articles published in English:
- ○ Yes, all articles are published in English
- ○ No, only some articles are published in English
- ○ No, none of the articles are published in English

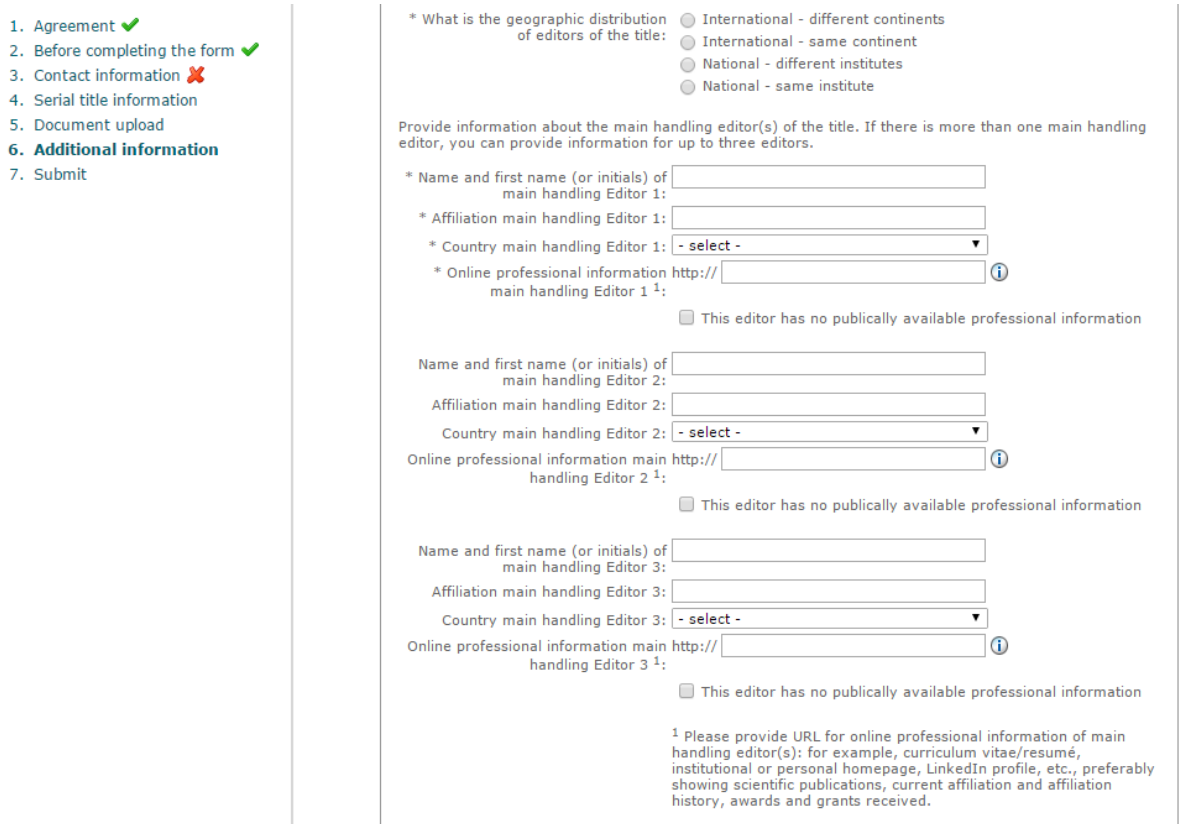
* Do all articles have English-language abstracts and article titles:
- ○ Yes, all articles have exclusively English-language abstracts and article titles; no abstracts/article titles in other language(s)
- ○ Yes, all articles have English-language abstracts and article titles; in addition abstracts/article titles in other language(s) are offered
- ○ No, only some abstracts/article titles are in English
- ○ No, none of the abstracts/article titles are in English
- ○ No, this publication does not have any abstracts/article titles, neither in English nor in any other language(s)

* Do the articles have references in Roman alphabet:
- ○ All articles have all of their references in Roman alphabet
- ○ Articles have most of their references in Roman alphabet
- ○ Articles have few of their references in Roman alphabet
- ○ No articles have references in Roman alphabet / There are no references

* Which type of peer review applies to this title:
- ○ Main editor peer review: Only one (or two) main editor(s) review and select all the submitted articles for each issue.
- ○ Open peer review: Reviewers are aware of the identity of the authors, and authors are also aware of the identity of reviewers. There are at least three or more reviewers for the total number of articles in each issue.
- ○ Single-blind peer review: Reviewers are aware of the identity of the authors, but authors are unaware of the identity of reviewers. There are at least three or more reviewers for the total number of articles in each issue.
- ○ Double-blind peer review: Reviewers are unaware of the identity of the authors, and authors are also unaware of the identity of reviewers. There are at least three or more reviewers for the total number of articles in each issue.
- ○ Other:

* URL of the editorial board: http:// ⓘ

☐ There is no editorial board or no link to the editorial board



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✗
4. Serial title information
5. Document upload
6. **Additional information**
7. Submit

* What is the geographic distribution of editors of the title:
○ International - different continents
○ International - same continent
○ National - different institutes
○ National - same institute

Provide information about the main handling editor(s) of the title. If there is more than one main handling editor, you can provide information for up to three editors.

* Name and first name (or initials) of main handling Editor 1:
* Affiliation main handling Editor 1:
* Country main handling Editor 1: - select -
* Online professional information main handling Editor 1 [1]: http://
☐ This editor has no publically available professional information

Name and first name (or initials) of main handling Editor 2:
Affiliation main handling Editor 2:
Country main handling Editor 2: - select -
Online professional information main handling Editor 2 [1]: http://
☐ This editor has no publically available professional information

Name and first name (or initials) of main handling Editor 3:
Affiliation main handling Editor 3:
Country main handling Editor 3: - select -
Online professional information main handling Editor 3 [1]: http://
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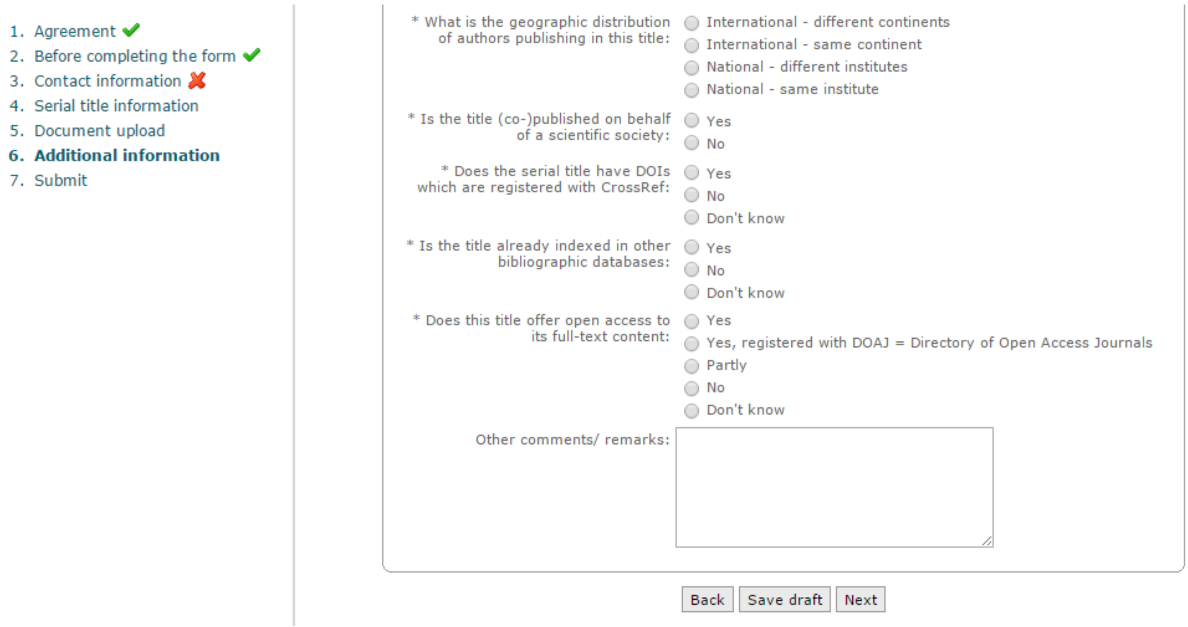
[1] Please provide URL for online professional information of main handling editor(s): for example, curriculum vitae/resumé, institutional or personal homepage, LinkedIn profile, etc., preferably showing scientific publications, current affiliation and affiliation history, awards and grants received.



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✗
4. Serial title information
5. Document upload
6. **Additional information**
7. Submit

* What is the geographic distribution of authors publishing in this title:
○ International - different continents
○ International - same continent
○ National - different institutes
○ National - same institute

* Is the title (co-)published on behalf of a scientific society:
○ Yes
○ No

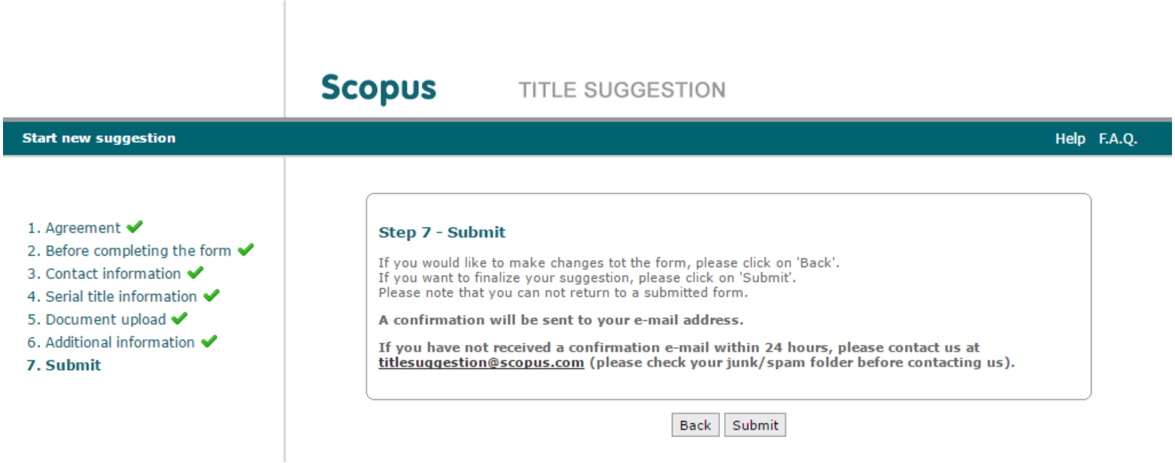
* Does the serial title have DOIs which are registered with CrossRef:
○ Yes
○ No
○ Don't know

* Is the title already indexed in other bibliographic databases:
○ Yes
○ No
○ Don't know

* Does this title offer open access to its full-text content:
○ Yes
○ Yes, registered with DOAJ = Directory of Open Access Journals
○ Partly
○ No
○ Don't know

Other comments/ remarks:

Step 7 Scopus Title Suggestion: **Submit**



1. Agreement ✓
2. Before completing the form ✓
3. Contact information ✓
4. Serial title information ✓
5. Document upload ✓
6. Additional information ✓
7. **Submit**

Step 7 - Submit

If you would like to make changes tot the form, please click on 'Back'.
If you want to finalize your suggestion, please click on 'Submit'.
Please note that you can not return to a submitted form.

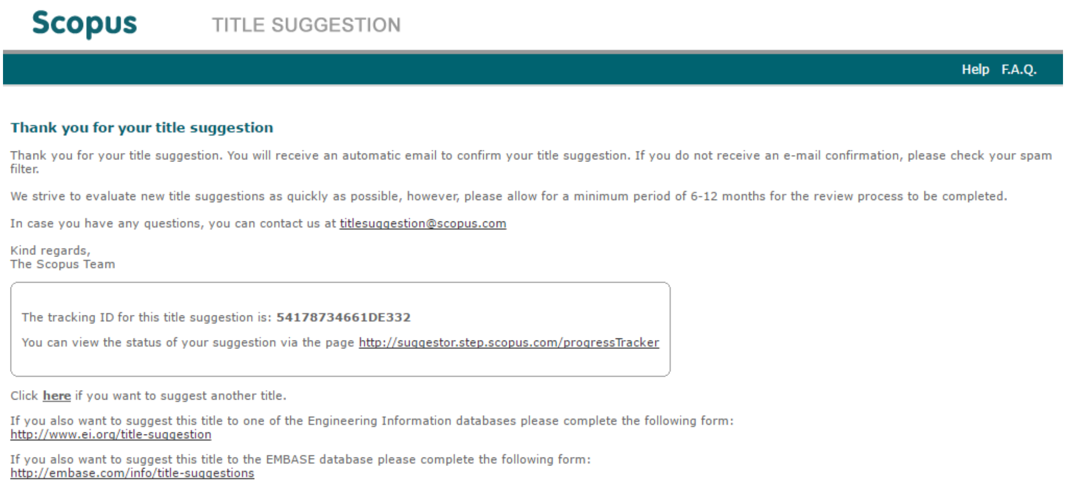
A confirmation will be sent to your e-mail address.

If you have not received a confirmation e-mail within 24 hours, please contact us at titlesuggestion@scopus.com (please check your junk/spam folder before contacting us).

Note: Mohon pengelola jurnal **TIDAK** melakukan percobaan *suggest title* ini dengan mengisi seadanya. Pastikan tombol **Submit** tidak ditekan kecuali pengelola sudah yakin sepenuhnya bahwa semua persyaratan telah terpenuhi.
Note: Kegagalan dalam memenuhi persyaratan Scopus akan memberi konsekuensi pencekalan dalam kurun waktu tertentu, misalnya pencekalan dua tahun, tiga tahun, atau pencekalan dengan kurun waktu tertentu sesuai dengan kekurangan pemenuhan persyaratan.

Setelah melakukan **Title Suggestion** di-*submit*, pengelola akan memperoleh halaman konfirmasi **Title Suggestion** dan dapat mengakses halaman **Title Evaluation Tracking** untuk mengetahui sampai sejauh mana proses indeksasi di Scopus.

Contoh halaman konfirmasi pengajuan judul.



Thank you for your title suggestion

Thank you for your title suggestion. You will receive an automatic email to confirm your title suggestion. If you do not receive an e-mail confirmation, please check your spam filter.

We strive to evaluate new title suggestions as quickly as possible, however, please allow for a minimum period of 6-12 months for the review process to be completed.

In case you have any questions, you can contact us at titlesuggestion@scopus.com

Kind regards,
The Scopus Team

The tracking ID for this title suggestion is: **54178734661DE332**

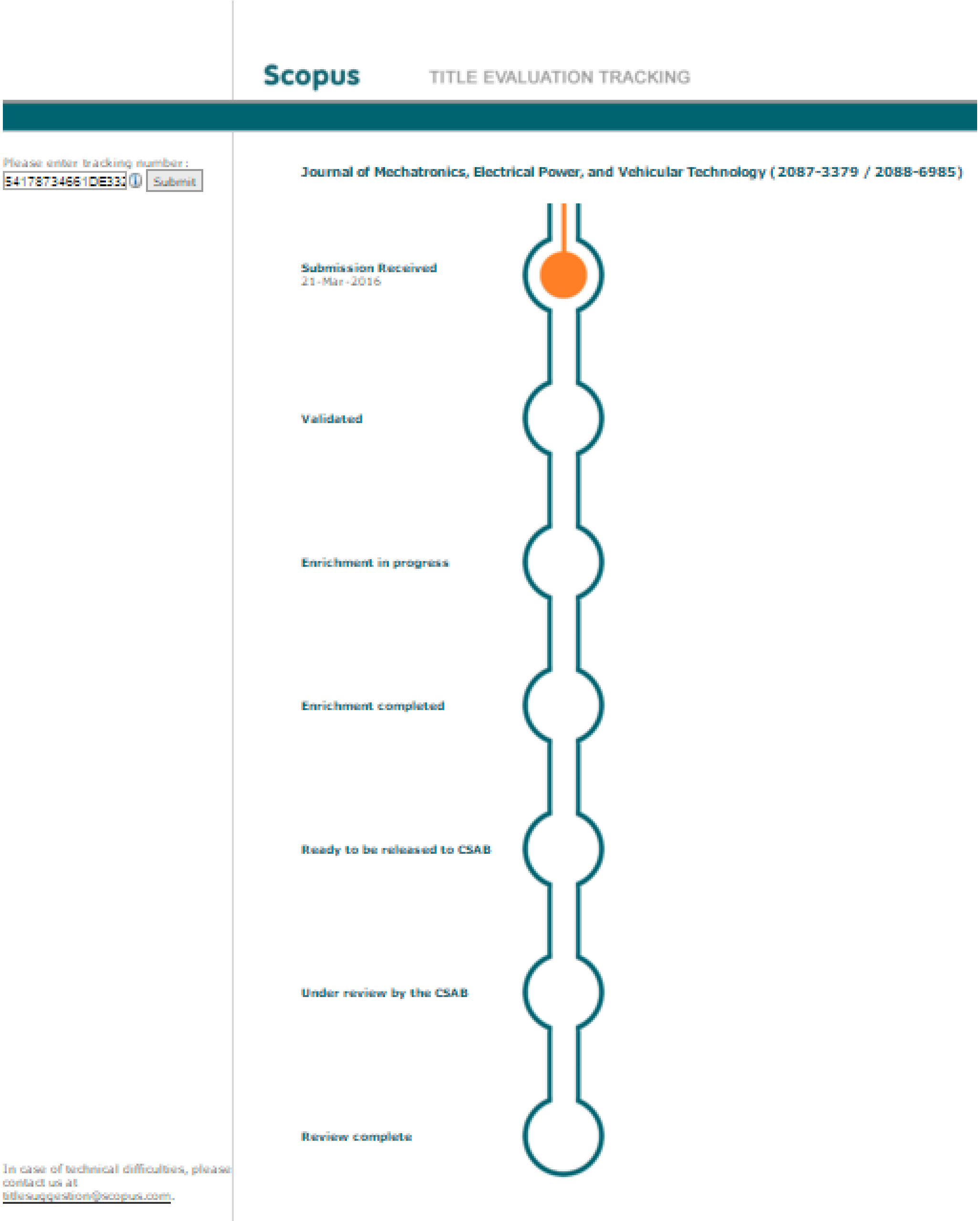
You can view the status of your suggestion via the page http://suggestor.step.scopus.com/progressTracker

Click **here** if you want to suggest another title.

If you also want to suggest this title to one of the Engineering Information databases please complete the following form:
http://www.ei.org/title-suggestion

If you also want to suggest this title to the EMBASE database please complete the following form:
http://embase.com/info/title-suggestions

Contoh halaman Title Evaluation Tracking



Scopus TITLE EVALUATION TRACKING

Please enter tracking number: 54178734661DE33

Journal of Mechatronics, Electrical Power, and Vehicular Technology (2087-3379 / 2088-6985)

Submission Received
21-Mar-2016

Validated

Enrichment in progress

Enrichment completed

Ready to be released to CSAB

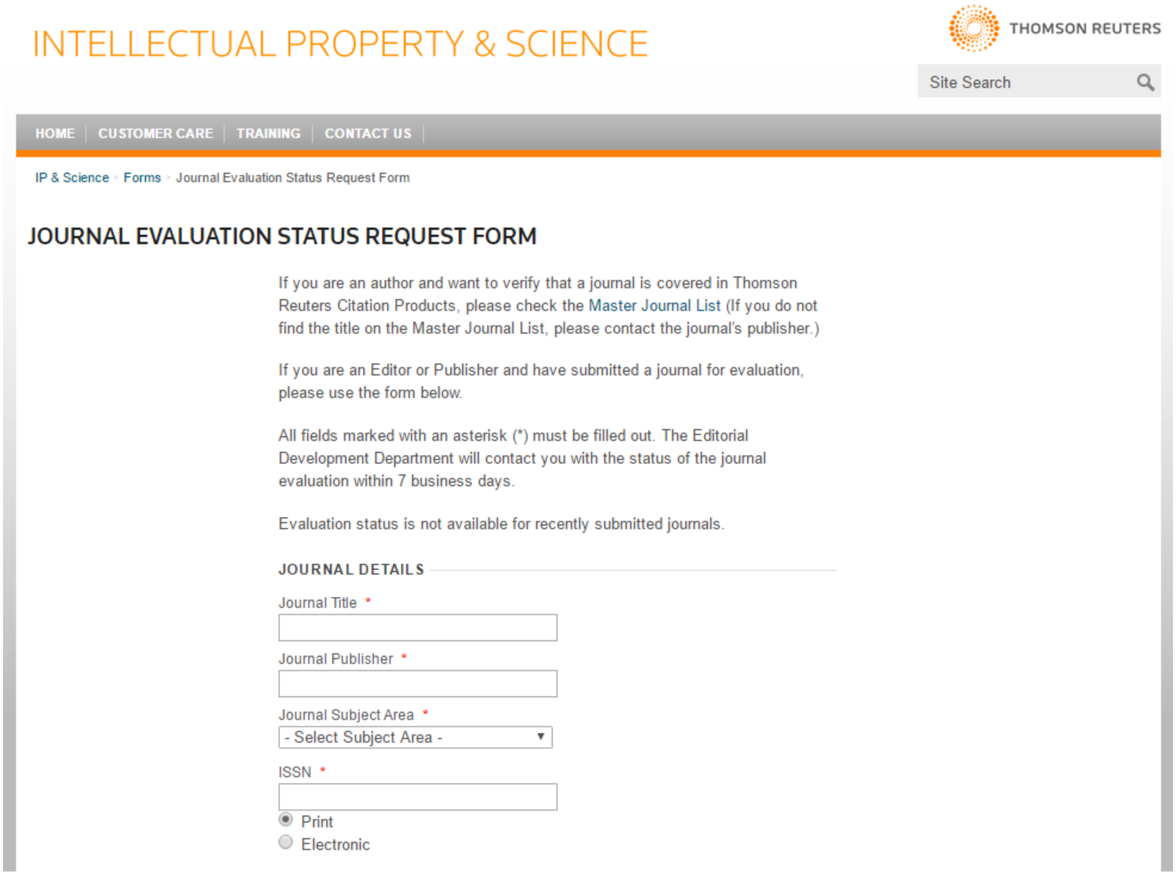
Under review by the CSAB

Review complete

In case of technical difficulties, please contact us at titlesuggestion@scopus.com.

Lampiran 4
Mekanisme Pendaftaran di Thomson Reuters

Thomson Reuters
Untuk dapat terindeks Thomson Reuters, pengelola jurnal dapat membuka halaman *title suggestion form* pada URL http://ip-science.thomsonreuters.com/info/jrneval-status/.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JOURNAL EVALUATION STATUS REQUEST FORM

If you are an author and want to verify that a journal is covered in Thomson Reuters Citation Products, please check the Master Journal List (If you do not find the title on the Master Journal List, please contact the journal's publisher.)

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All fields marked with an asterisk (*) must be filled out. The Editorial Development Department will contact you with the status of the journal evaluation within 7 business days.

Evaluation status is not available for recently submitted journals.

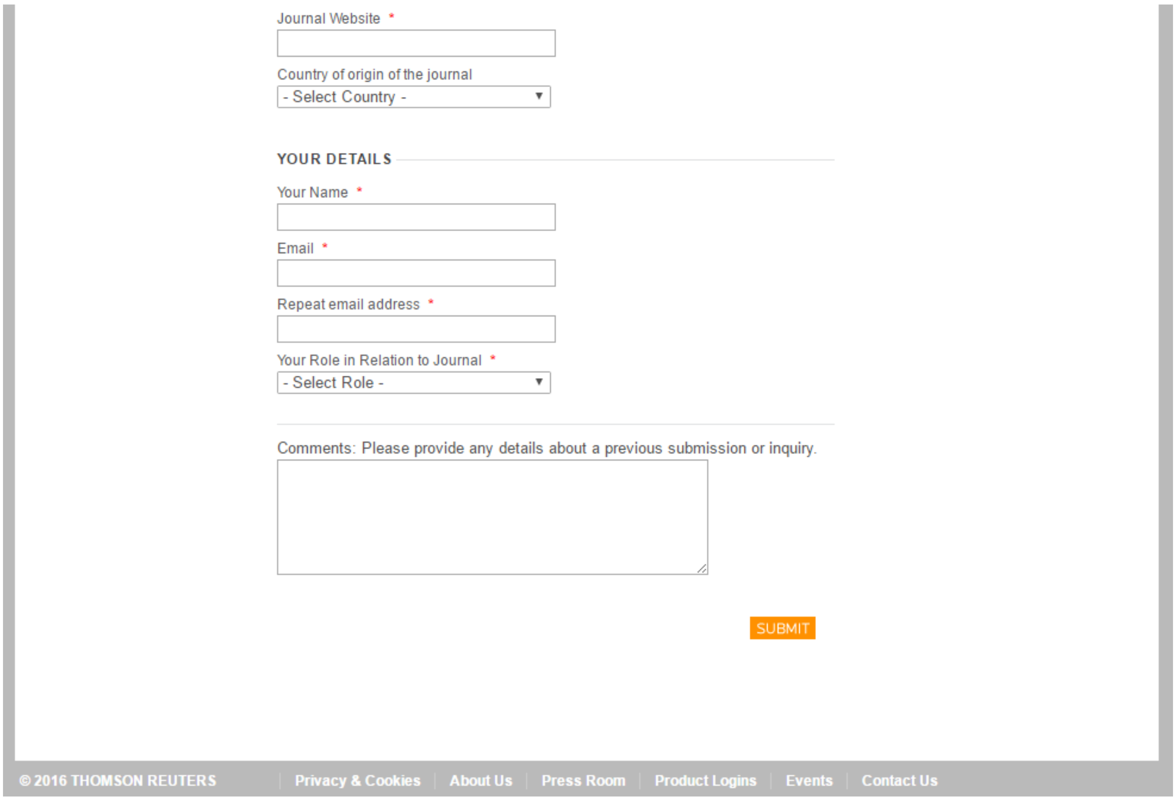
JOURNAL DETAILS

Journal Title *

Journal Publisher *

Journal Subject Area *
- Select Subject Area -

ISSN *
● Print
○ Electronic


Journal Website *

Country of origin of the journal
- Select Country - ▾

YOUR DETAILS

Your Name *

Email *

Repeat email address *

Your Role in Relation to Journal *
- Select Role - ▾

Comments: Please provide any details about a previous submission or inquiry.

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Lampiran

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Gedung 2 BPPT Lantai 20, Jl. MH Thamrin, Jakarta
2017