

# Author Guideline

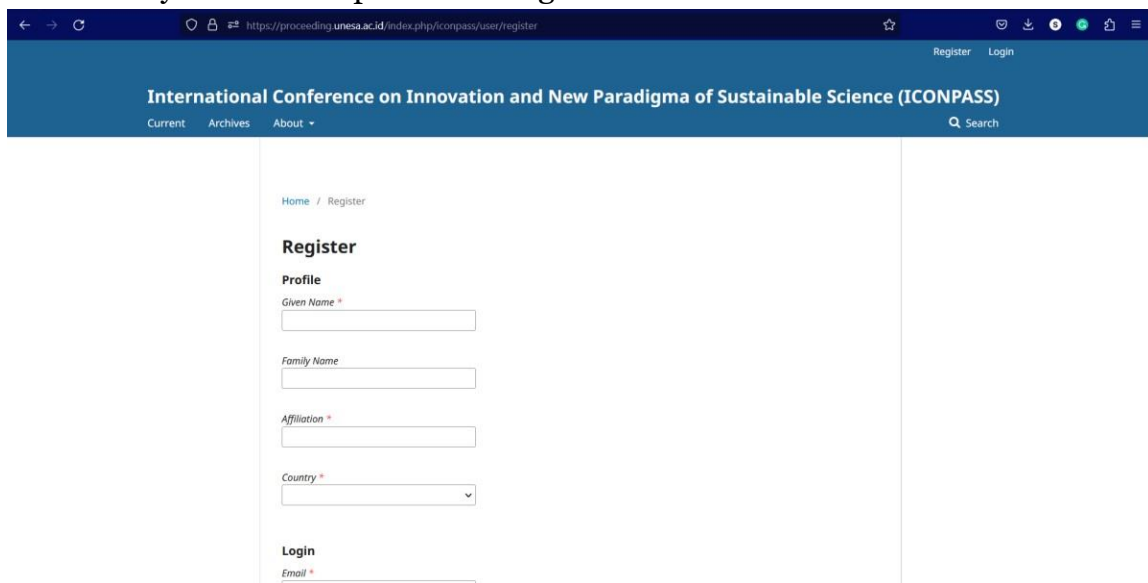
This is a guideline for Author/Presenter in **ICONPASS 2025**. We need to inform you, that ICONPASS 2025 uses the OJS 3 system in processing articles. The OJS 3 system ensures that your articles are processed according to international standards and you can easily track the current status of your articles

Please see the information below for the detailed information for each step.

## 1. OJS 3 ICONPASS 2025 Registration

All presenter participant should create an account in OJS 3 ICONPASS to submit their manuscripts.

- Go to the registration page.  
<https://proceeding.unesa.ac.id/index.php/iconpass/user/register>
- Make sure you have completed the Registration Form.



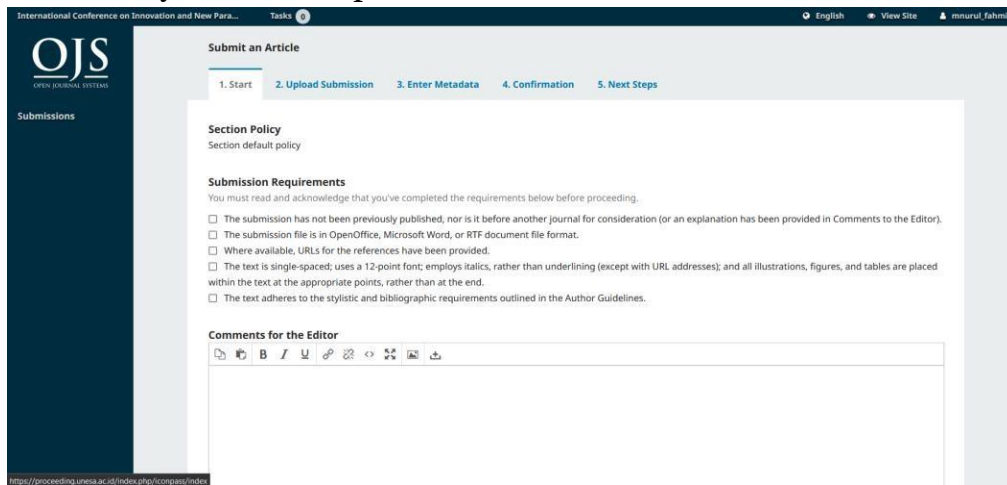
The screenshot shows a web browser window with the URL <https://proceeding.unesa.ac.id/index.php/iconpass/user/register>. The page header features the conference title 'International Conference on Innovation and New Paradigma of Sustainable Science (ICONPASS)' and navigation links for 'Current', 'Archives', and 'About'. The main content area is titled 'Register' and contains a 'Profile' section with the following fields: 'Given Name', 'Family Name', 'Affiliation', and 'Country'. Below these is a 'Login' section with an 'Email' field. The browser's address bar and navigation icons are visible at the top.

- After completing the registration process, participants will get username and password. Please note the username and password as it will be required for updating data, submitting abstract, submitting full paper, and checking the manuscript progress.

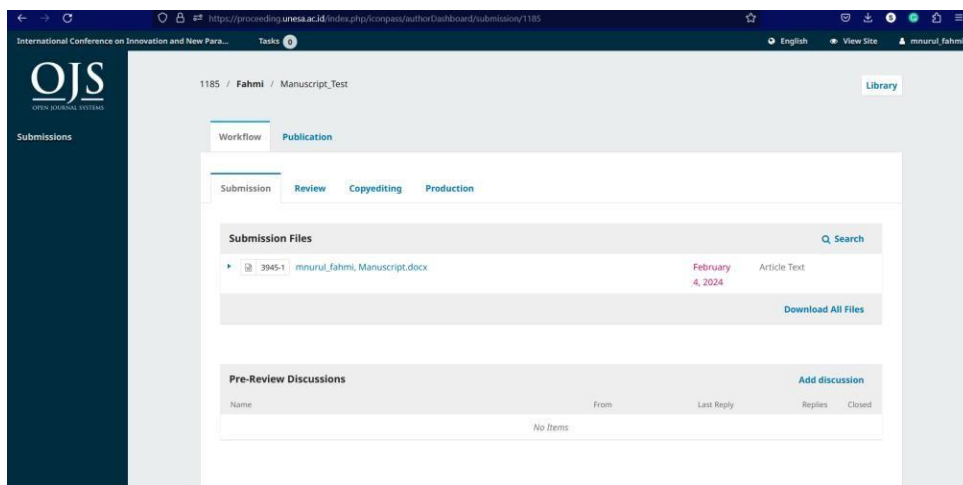
## 2. Full paper Submission

- Please prepare a full paper in doc/docx file for the submission
- The article format and writing are very important before you makesubmissions, for example, if your article exceeds the required word limits or if sentences did not use proper grammar and scientific English, the editor mayreject your article.
- To Submit a full paper, please go to submission page.  
<https://proceeding.unesa.ac.id/index.php/iconpass/about/submissions>

- Make sure you have completed the submission Form.



- Follow the full paper template for the details of the manuscript style. The paper template can be downloaded in the website.
- If your submission is complete and successful, then the submission menu will appear as follows



### 3. ICONPASS 2025 Registration

Participants, presenter, or general participant should fill an online registration form to join the ICONPASS 2025.

### 4. Notification of Full Paper Acceptance

- Accepted manuscripts will be informed through OJS 3 system and registered email in the OJS 3 system.
- Accepted manuscripts will receive an acceptance letter together with an invoice for publication fee.

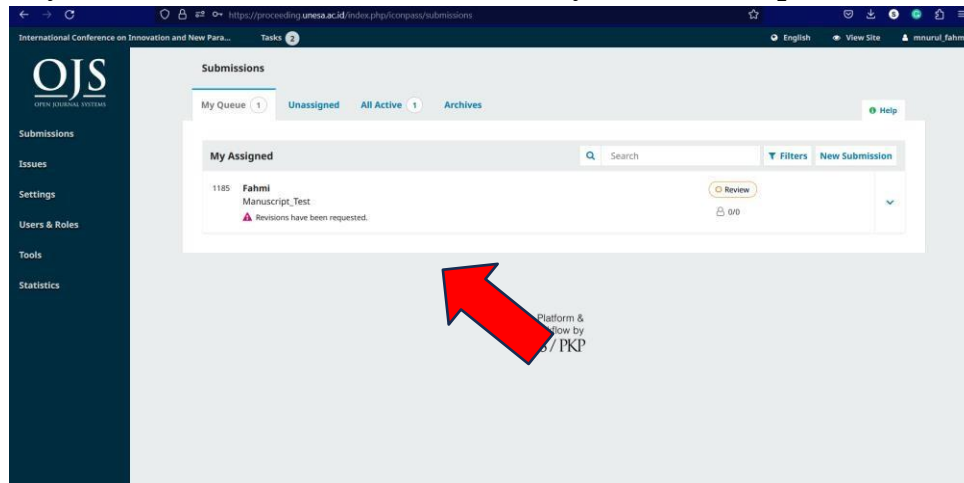
### 5. Registration Payment

Presenters with accepted full paper will receive an acceptance letter and invoice of registration fee through email.

## 6. Revision Paper

Please revised your paper based on the reviewer comments and send your revised paper through OJS 3 system. The quality of your revised article is very important before you make revision, for example, if your article if the revision of the article does not match the suggestions of the reviewers, the editor may reject your article.

- To submit revised full paper, please log in to your OJS 3 ICONPASS Account.
- In your submission menu, click the title your manuscript.



- Upload your full paper on **Revision** menu

