1. Buka laman lewis.unimus.ac.id , lalu pilih salah satu bidang yang diminati.
   (*Open lewis.unimus.ac.id, please select one of the scope below.*)
2. Klik menu **Registration**, maka akan muncul laman sebagai berikut :
   (*Click **Registration**, then the following page will appear as fellows*)

3. Pilih menu **Register New**, maka akan muncul form registrasi seperti berikut :
   (*Select **Register New**, then the registration form will appear as follows*)

4. Isikan form registrasi. Untuk field bertanda bintang (*) wajib diisi. Setelah form terisi, klik **Submit user Data**. Maka akan muncul halaman direct seperti berikut :
(*Fill in the registration form. For fields marked (*) are required. Click **Submit user Data** after the form is filled. Then the direct page will appear as follows*)

5. Pada halaman direct, klik **Register as Participant** untuk mendaftar sebagai peserta.
(*On the direct page, click **Register as Participant** to register as a participant.*)

6. Maka akan muncul form Registrasi Peserta yang terdiri dari 3 (tiga) step seperti gambar dibawah ini :
(*Then a Participant Registration form will appear consisting of 3 (three) steps as shown below*)
   a. Step 1. Pilih status **Regular**. Lalu klik **Proceed to Step 2**.
      (*Step 1. Select **Regular** status. Then click **Proceed to Step 2***)

   b. Step 2. Pilih keikutsertaan sebagai Participant atau sebagai Presenter. Lalu checklist (√) pada **Method of Payment**. Lalu klik **Proceed to Step 3**.
      (*Step 2. Choose as a Participant or as a Presenter. Then checklist (√) on **Method of Payment**. Then please click **Proceed to Step 3**.*)

c. Step 3. Akan muncul ringkasan biaya yang harus dibayarkan. Lalu checklist (√) pada kolom **Confirm**. Setelah itu klik **Register Now**.
(*Step 3. A summary of the fees to be paid will appear. Then checklist (√) in the **Confirm** column. Then please click **Register Now**.*)

7. Jika registrasi berhasil, maka akan tampil menu overview biaya, nomor rekening transfer, serta kode pendaftaran seperti pada gambar di bawah ini :
(*If the registration is succeed, the fee overview, transfer account number, and registration code will appear as below*)

8. Bagi pendaftar participant, maka pendaftaran sudah selesai. Selanjutnya bisa melakukan pembayaran serta mengirimkan konfirmasi pembayaran pada email *finance_lewis@unimus.ac.id* dengan subjek email : PAYMENT <kode pendaftaran>. Contoh : PAYMENT PRT-MTL-0002.
(*For participant registrants, registration is completed. Then please make a payment and send the receipt to finance_lewis@unimus.ac.id with the subject: PAYMENT <registration code>. Example: PAYMENT PRT-MTL-0002.*)

9. Bagi pendaftar pemakalah, maka langkah selanjutnya adalah submit paper dengan klik menu **Submit Contribution** pada laman overview.

(*For presenter registrants, the next step is to submit a paper by clicking the **Submit Contribution** on the overview page.*)

10. Form S**ubmission of a Contribution** terdiri dari 2 (dua) step sebagai berikut :
    (*Form **Submission of a Contribution** consists of 2 (two) steps as follows*:)
    a. Step 1. Isian meta data artikel. Lalu klik **Proceed**.
        (*Step 1. Article meta data fields. Then please click **Proceed**.*)

📄 Submission of a Contribution - Step 1

Please complete the form below in order to submit your contribution. All fields marked with an asterisk (*) must be filled in.
The next steps will allow you to preview your submission, upload files to the server (if required), and to save your submission.

Information on This Contribution

Submitted by	Nurfadila, S.Kom Mutiara
	Universitas Muhammadiyah Semarang, ID
Submission Type / Conference Track	Full Paper ▾

Information on Author(s)

* Author(s)	Mutiara Nurfadila, Khusman Anhsori, Nurohim
	Please list all authors separated by commas. Example: Firstname Surname, John Doe
E-Mail Addresses of All Co-authors	
	Please enter further e-mail addresses (separated by commas) if you want to receive additional notifications regarding your contribution.

Contribution Details

* Title of Contribution	Coba Artikel
* Abstract	Coba coba artikel

* Topics	Please select the topic(s) from the list that **best suits** your submission. This is to assist with the review process and the creation of the conference program itself.
	☑ Bioinformatics
	☐ Biomedics
	☐ Biotechnology
	☐ Clinical chemistry
	☐ Cytology
	☐ Disease detection
	☐ Haematology
	☐ Histology
	☐ Immunohistochemistry
	☐ Immunology
	☐ Microbiology
	☐ Molecular biology
	☐ Mycology
	☐ Parasitology
	☐ Toxicology
* Keywords	Coba
	Please enter up to five keywords for your contribution here, separated by commas.
Remark/Message from the Authors to the Program Committee and Chairs	

Proceed ==>

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b. Step 2. Unggah dokumen artikel, pastikan format artikel sesuai (disarankan doc, docx) dan besar file maksimal 2 MB.
(*Step 2. Upload the article document, please make sure the article format is appropriate (recommended doc, docx) and the maximum file size is 2 MB.*)

11. Apabila unggah file berhasil maka akan muncul detail artikel. Detail artikel bisa diubah maupun unggah ulang artikel dengan menggunakan menu yang terdapat pada baris bawah artikel.
(*If the file upload is succeed, the article details will appear. Article details can be changed or re-uploaded using the menu located on the bottom line of the article*)

12. Untuk mengunggah artikel lain dapat mengulangi langkah No.9 dengan klik **Submit Contribution**.
(*To re-upload another article, you can repeat step No.9 by clicking **Submit Contribution***)
13. Jika semua langkah sudah selesai, maka user dapat keluar dari akun dengan klik tombol **Logout** pada pojok kanan atas.
(*If all steps have been completed, the user can log out of the account by clicking the **Logout** in the upper right corner.*)