



# Submitting work to Open Journal Systems

1. Register for an Open Journal Systems account through the website's registration page: <http://scholarworks.iu.edu/journals/index.php/ijur/user/register>
  - Use your IU username to register.
  - Be sure to register as an author.

Register as	<input type="checkbox"/> Reader: Notified by email on publication of an issue of the journal.
	<input checked="" type="checkbox"/> Author: Able to submit items to the journal.

2. After logging in, select “new submission” to complete the **Five Step Process**.

Home > User > Author > Submissions > New Submission
<h2>Step 1. Starting the Submission</h2>
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<b>1. START</b> 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION
Encountering difficulties? Contact <a href="#">Rayne Kim</a> for assistance.
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### Notes:

- In *Step 2*, please upload your submission in a *.doc* format.
- In *Step 4*, please submit supplementary files (figures, tables, etc.) in a *.zip* archive—refer to the submission guidelines for detailed information.

3. After finishing the five required steps, you should see this page.

<h2>Active Submissions</h2>
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Submission complete. Thank you for your interest in publishing with The Indiana University Journal of Undergraduate Research.
<a href="#">» Active Submissions</a>

\*\*Please contact [ijur@indiana.edu](mailto:ijur@indiana.edu) with any questions.