

## This Section is filled by The Author

### **For Authors Submission Checklist or Comment**

All manuscripts must meet the following criteria to be processed into the peer-review stage. Failure to meet the following criteria may increase the processing time of the manuscript or even rejection.

Write *OK* if the authors have confirmed that the manuscript meets the criteria. If the author cannot fulfill these criteria, give a reason, and write in the checklist with highlighted text.

<b>1</b>	<b>Template and Layout</b>	<b>Authors Claim &amp; Comment</b>	<b>Editors Comment</b>
1.1	Have used the latest Infotel template	OK	
1.2	Introduction, Literature Research Methods, Result, Discussion, and Conclusion are written in a separate section.	OK	
1.3	Not using Bullet / Numbering in the manuscript text.	OK	
1.4	The length of the text is between 6 and 10 pages.	OK	
		OK	
<b>2</b>	<b>Title and Authors Information</b>		
2.1	The title is written briefly, describing the contents and contributions of the manuscript. The title also does not use abbreviations or acronyms except the standard ones. The title consists of a maximum of 14 words.	OK	
2.2	All authors have been written in the manuscript and also in the OJS system. One of the authors who corresponded through the OJS system was determined as the correspondence authors.	OK	
2.3	All authors must include e-mails in the manuscript and the OJS system.	OK	
2.4	Affiliation information is written in 1 line in the text, at least showing the name of the institution and country. Full Address information should be written in 1 line bellow affiliation information.	OK	
2.5	The title of the manuscript is written using 'Capitalize Each Word', except conjunctions using lowercase.	OK	
2.6	The place and time of research do not need to be included in the title unless the research is specific to a particular time and place.	OK	
<b>3</b>	<b>Abstracts and Keywords</b>		
3.1	Abstract consists of 200 to a maximum of 250 words.	OK	
3.2	Abstracts are arranged in a structured manner. Consisting of Background, Objective, Methods, Results, and Conclusion	OK	
3.3	The number of keywords minimal 5 words	OK	
3.4	All keywords must be written in the abstract.	OK	
3.5	Keywords are arranged in alphabetical order.	OK	
3.6	A combination of all keywords represents the content, contribution, or purpose of the text.	OK	
3.7	Keywords can be in the form of research subjects' category. Avoid using adjectives as keywords in the text.	OK	

<b>4</b>	<b>Introduction</b>		
4.1	Has explained the context/object of research and must focus following the scope of the title.	OK	
4.2	Has explained why this research is important.	OK	
4.3	It has included the existing research gap, explaining the unique differences between this study compared to similar previous studies.	OK	
4.4	Has written research objectives/contributions explicitly.	OK	
4.5	The length of this section is between 300 – 700 words.	OK	
		OK	
<b>5</b>	<b>Literature Review</b>		
5.1	This section is optional. This section may only be available if the explanation related to previous research is not sufficient if it is only shown in the introduction. If this section exists, you must cite at least 6 recent papers that are closely related to the title of the paper.	OK	
<b>6</b>	<b>Methods</b>		
6.1	Has cited a source who helped the authors in the selection of methods.	OK	
6.2	Has explained how data is obtained.	OK	
6.3	The procedure has been written chronologically and clearly.	OK	
6.4	The authors have written how the results will be measured, tested, and evaluated.	OK	
<b>7</b>	<b>Results</b>		
7.1	The results of the study are written in logical sequences, according to the research flow.	OK	
7.2	The results of the study are presented in the form of narrative/textual, tables, or images in the form of graphs or diagrams. Avoid displaying raw data.	OK	
7.3	The analysis of the research gap and state what is your research contribution and what is your research objective ?	OK	
7.4	Please discuss the analysis section in-depth, comparing the results of previous researchers.	OK	
<b>8</b>	<b>Discussion</b>		
8.1	An explanation of the results and in-depth analysis has been written.	OK	
8.2	A comparison of results with other studies has been written.	OK	
8.3	Limitation of study or threat to validity has been written.	OK	
<b>9</b>	<b>Conclusion</b>		
9.1	It has been explicitly written down the contribution of the manuscript and the answers to the research questions.	OK	
<b>10</b>	<b>Acknowledgments</b>		
10.1	If it is funded research, information on the funders agency must be provided along with the contract number(if any).	OK	
<b>11</b>	<b>References</b>		

11.1	Always use automatic citation tools for managing your references. make sure that you already double-check the citation metadata, automatic citation tool usually has metadata errors. Use Mendeley to make Citation & References/Bibliography. Use IEEE Edition citation style.	OK	
11.2	Make sure all information related to the reference is written completely (eg Who, Where, and When). Check from the primary source for this information. write the name of the journal without abbreviations. please include DOI if it's available.	OK	
11.3	Have cite a minimum of 20 references. a minimum of 80% comes from journal articles/conferences. a minimum of 80% must be published in the last 5 years.	OK	
11.4	More than 50% of the references must come from credible sources. for example Infotel, ScienceDirect, IEEE Explorer, ACM Digital Library, Springer Link, Scopus, Clarivate Analytics, and Indonesian national accredited journals (SINTA 1/2).	OK	
11.5	We recommend you reduce the similarity index by paraphrasing similar sentences. INFOTEL published a high-quality paper with a low similarity index (<15%), please attach the similarity index check (TURNITIN or others) on this chat box. Please use a reference manager (ZOTERO/END NOTE/MENDELEY) to avoid human error in writing reference style. Please ensure that there is no missing information on your references metadata.	OK	
<b>12</b>	<b>Tables and Figures</b>		
12.1	Already using the appropriate format in displaying images and tables.	OK	
12.2	The image or graph must be self-explanatory, so it does not depend on the text.	OK	
12.3	The minimum image resolution is not specified, but must be visible when published online (colored) or printed (black and white).	OK	
12.4	Images do not have copyright issues.	OK	
12.5	All images and tables have been referenced in the manuscript.	OK	
12.6	The maximum number of images and tables is respectively 6. giving the reason to the editor if you need to display more than the recommended amount.	OK	
<b>12</b>	<b>Languages</b>		
12.1	There are no spelling mistakes, typos, and grammatical errors. You can use tools such as Grammarly or recommendations provided by MS Word for language checking.	OK	
12.2	Use direct and short sentences. Long sentences do not make writing more professional; they only confuse readers.	OK	