

## UMPSA-IR SUBMISSION GUIDELINES

(<http://umpir.ump.edu.my>)

### 1.0 INTRODUCTION

UMPSA Institutional Repository (UMPSA-IR) was developed since December 2010 and launched by YH. Professor Dato' Dr. Rosli Bin Mohd Yunus, formerly Deputy Vice-Chancellor (Research and Innovation). UMPSA-IR is an online electronic archive of university research output and all the university community's intellectual works. UMP-IR provides and manages long-term archiving and the distribution of digital works of the UMPSA community. UMP-IR act as a contributor to the sharing and exchange of research knowledge among researchers, universities and community.

### 2.0 AUTHOR'S RESPONSIBILITIES

- 2.1 The authors must be a UMPSA staffs or students and responsible for the work that they contributed.
- 2.2 The authors must provide complete and accurate information for all submitted works by filling out the UMPSA-IR Submission Form:  
<http://umpir.ump.edu.my/id/eprint/3801/>
- 2.3 The authors are responsible to informed of any changes to the library regarding the work involved.
- 2.4 The authors are required to submit a **FULL TEXT** of paper as a library collection.
- 2.5 The authors should submit papers that has been **published** by publisher. In-press or online-first paper with a DOI (Digital Object Identifier) or an official URL are also accepted.
- 2.6 The conference paper should be submitted after end of conference.
- 2.7 The accepted paper must be accompanied by a letter of acceptance from the publisher. The paper will remain under review until it is published.

### 3.0 INFORMATION WORKS

- 3.1 ONLY PAPERS AFFILIATED with '**UNIVERSITI MALAYSIA PAHANG AL-SULTAN ABDULLAH (UMPSA)**' or '**UNIVERSITI MALAYSIA PAHANG (UMP)**' are accepted into UMPSA-IR.
- 3.2 Works written by UMPSA students should include SUPERVISOR or LECTURER name as co-author of the work.

### 4.0 SUBMISSION INFORMATION

- 4.1 UMPSA postgraduate students should submit full text of paper with UMPSA-IR submission form and email to [umpsa-ir@ump.edu.my](mailto:umpsa-ir@ump.edu.my).
- 4.2 UMPSA-IR team will respond the email within 5 working days.
- 4.3 UMPSA-IR Item ID is a system-generated unique ID and it is automatically generate once an item is deposited into UMP-IR. Please specify the UMPSA-IR Item ID in any form that require a UMPSA-IR Item ID (Proof of publication: IPS, Cendekia Bitara etc.)

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