MAKE SURE THAT BEFORE “CLICK DEPOSIT ITEM” DATA WHICH HAVE BEEN INPUTTED ARE CORRECT IN ACCORDANCE TO THE GUIDELINE OF SELF-UPLOAD

The result is as follows:
1. **Revision phase (if there are incorrect data)**

If you have clicked deposit item and find mistakes on your data, then click **ACTION**

Then, choose “**Return To Work Area**” like this following picture
Then choose **Detail**

Then choose **Edit Item** (upload, detail, or subject) which will be edited

After editing data, click **Deposit Item Now**
2. Revision Phase After Log Out or After Verified by Officer

If there are still found errors after Logging Out and or after verified the officer, then go to address http://eprints.ums.ac.id/ and login by using Login SSO UMS

Then click View Item

Then repeat the process as in the revision phase
After completion at this last stage, for the next process, students are required to come to the UMS Library Administration section by bringing printed scientific work (hardcopy) to be verified by the officer.

Thus this guide is made, hopefully the student who will collect his scientific work to the Library is able to perform self-upload to the UMS Library repository system smoothly.