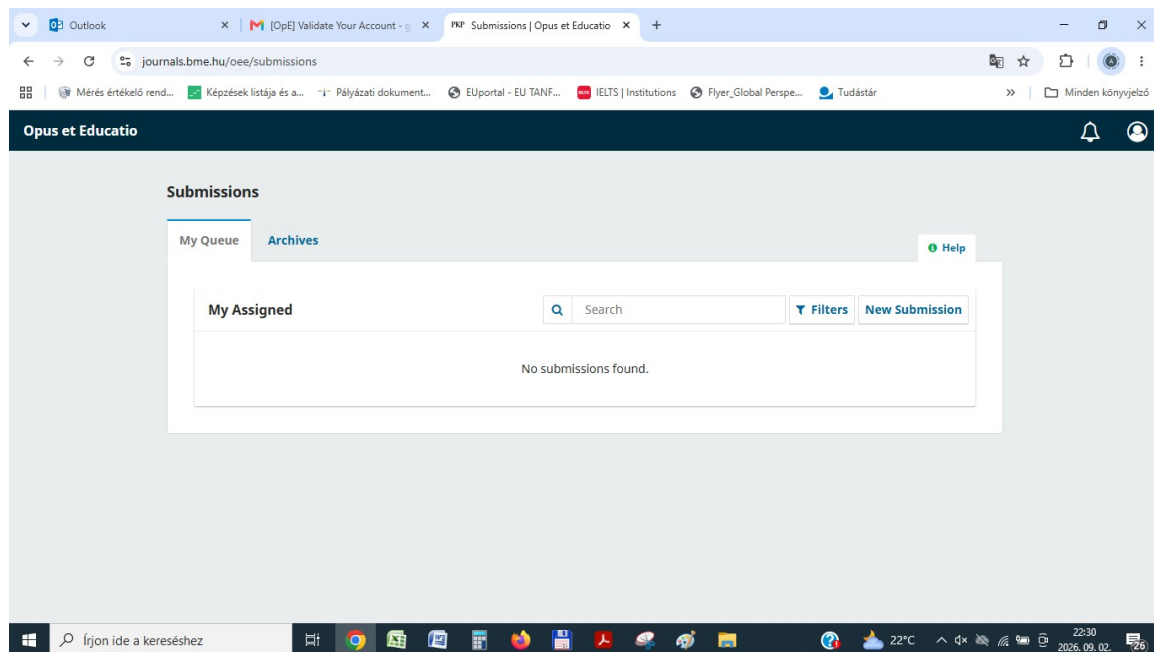


How to submit an article to the "Opus et Educatio" journal?

January 16, 2026

- We ask our prospective Authors to contact János Cz. Horváth (horvath.cz.janos@gmail.com) or Anildo Vedovatti (vedovatti.anildo@gmail.com) to obtain author privileges in the OPUS system!
- They will generate a login name and a password for you, which you can use to access the online interface.
- With your received author credentials (using your username and password), log in to the OPUS system - <http://opuseteducatio.hu>!
- The language of the system's interface is currently English, but we are already translating it so it can be replaced with Hungarian, which is expected to happen during the spring.
- After a successful login, the "Author" role will appear, and in the same row, the "New Submission" link.



- Click on this to proceed!

Step 1. Starting the Submission

- **SubmissionLanguage**
- **Section** drop-down menu, select the appropriate section of Opus (Welcome, Studies, Awakening, Review, Labor Review, About Projects, etc.).
- Check all the checkboxes in the "**Submission Requirements**" (this indicates that the author has understood and accepted the technical and process management conditions for publishing the article).

The screenshot shows a web browser window with the URL `journals.bme.hu/oe/submission/wizard`. The page is titled "Opus et Educatio" and "Submit an Article". It features a progress bar with five steps: 1. Start, 2. Upload Submission, 3. Enter Metadata, 4. Confirmation, and 5. Next Steps. The current step is "Enter Metadata".

Under "Enter Metadata", there are two dropdown menus:

- Submission Language**: A dropdown menu with "English" selected. Below it, a note states: "Submissions in several languages are accepted. Choose the primary language of the submission from the pulldown above."
- Section**: A dropdown menu. Below it, a note states: "Articles must be submitted to one of the journal's sections."

Below the dropdowns is the "Submission Requirements" section. It includes a heading "You must read and acknowledge that you've completed the requirements below before proceeding." followed by a list of checkboxes:

- ☐ The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
- ☐ The submission file is in OpenOffice, Microsoft Word, or RTF document file format.
- ☐ Where available, URLs for the references have been provided.
- ☐ The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
- ☐ The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines.

At the bottom, there is a "Comments for the Editor" text box with a rich text editor toolbar.

- In the "**Comment for the Editor**" text box, you can write a targeted message to the editor.

Outlook [OpE] Validate Your Account - g Submit an Article | Opus et Edu

journals.bme.hu/oe/submission/wizard

Mérés értékelő rend... Képzések listája és a... Pályázati dokument... EUportal - EU TANF... IELTS | Institutions Flyer_Global Perspe... Tudástár Minden könyvjelző

Opus et Educatio

← Back to Submissions

☐ The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines.

Comments for the Editor *

☐ Yes, I would like to be contacted about this submission.

☐ Yes, I agree to have my data collected and stored according to the [privacy statement](#).

Save and continue Cancel

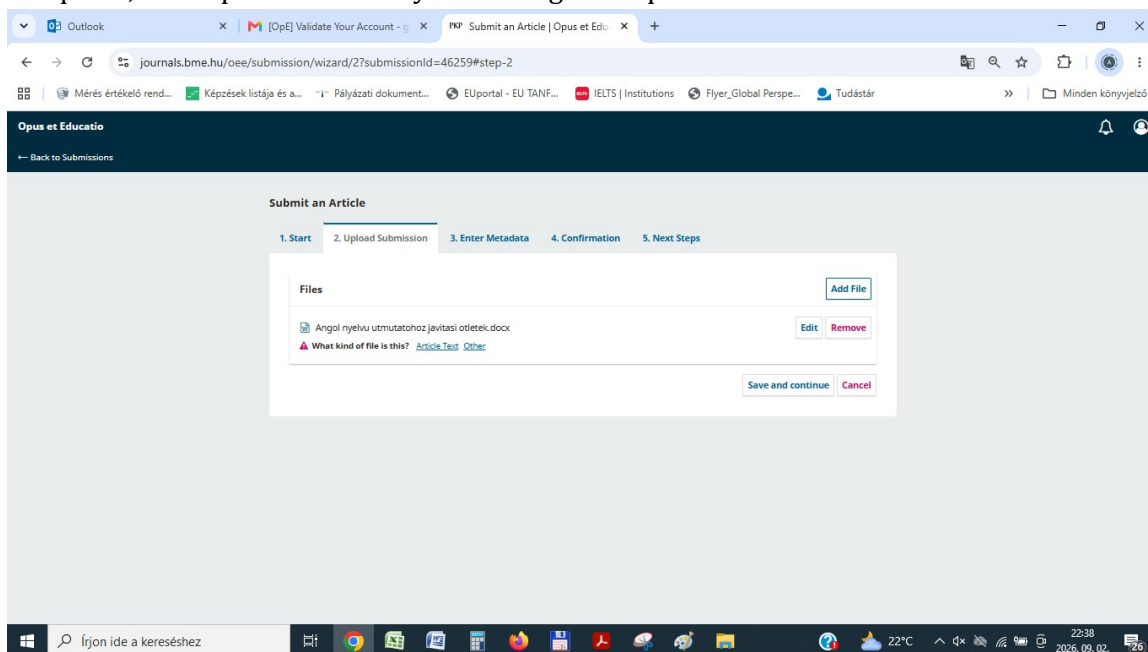
* Denotes required field

Írjon ide a kereséshez 22°C 22:35 2026. 09. 02.

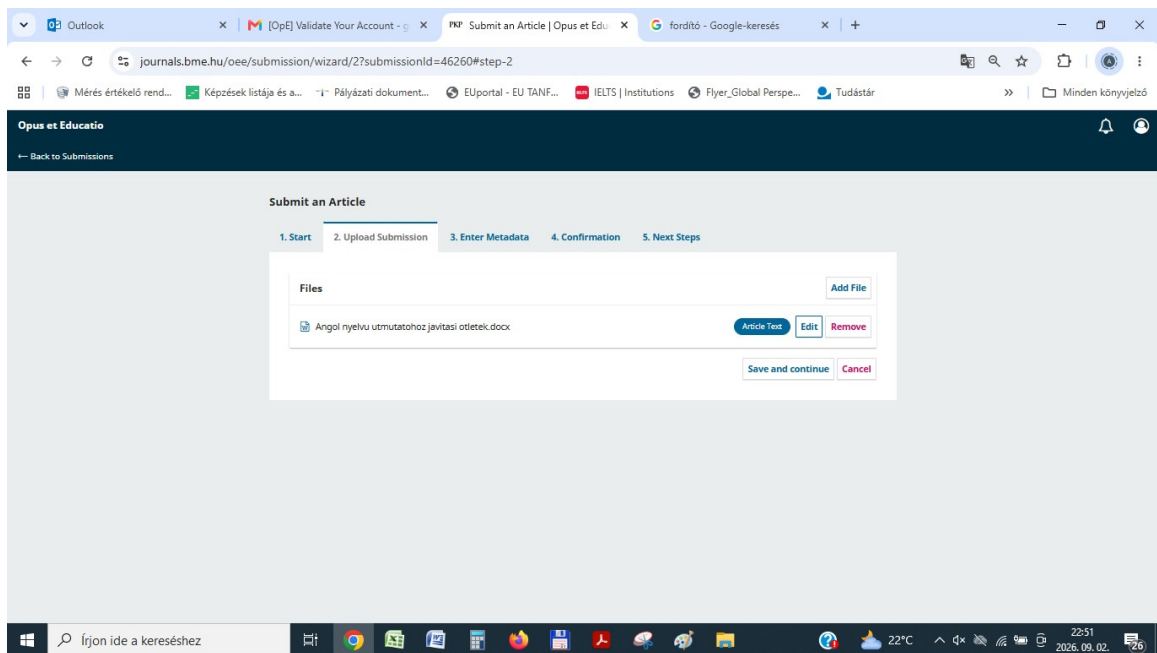
- Press the **"Save and continue"** button to proceed.

Step 2. Uploading the Submission

- **"Submission/Uploading the Submission"**: this is where the manuscript file is uploaded.
- It is advisable to upload the manuscript in an editable format (doc, docx, odt, rtf).
- Under **"Submission File"**, you need to "browse" for the appropriate file from your computer, then upload it to the system using the "Upload" button.



- After uploading, you can choose between the **"Article text"** or **"Other"** buttons to upload text or another type of attachment (image, graph, table, etc.). After selecting clicking one of the button will go to the next step.



- After a successful upload, the "**Save and continue**" button appears to proceed.

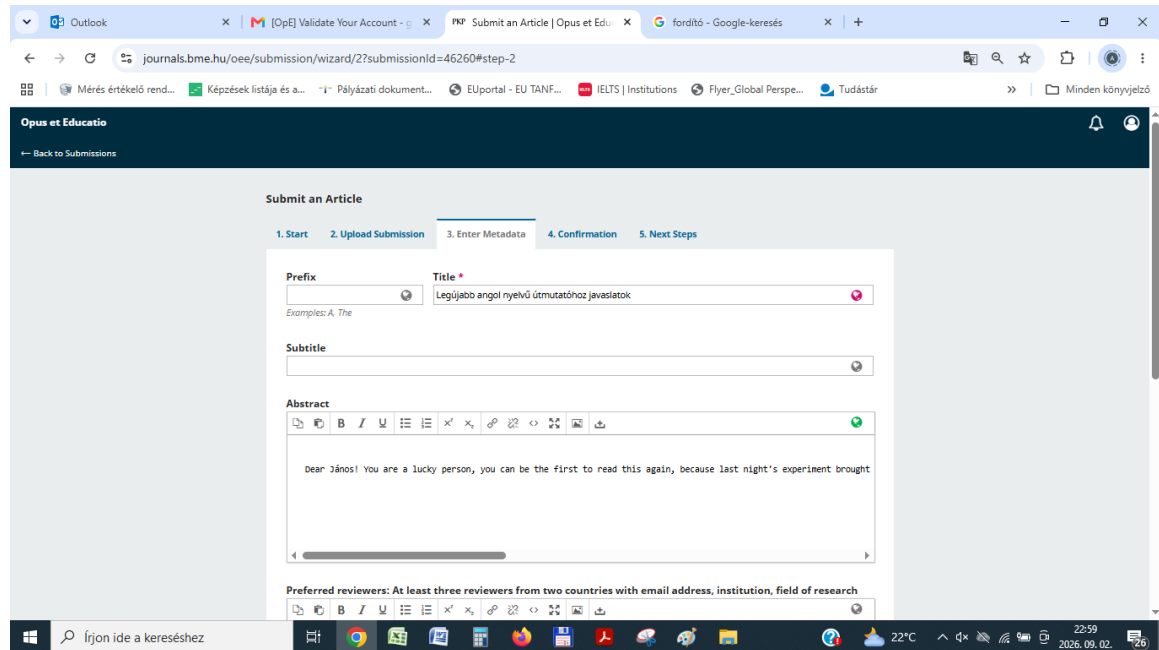
Step 3. Entering the Submission's Metadata

- **Enter Metadata:** the interface for recording the accompanying data of the submitted article.

Under the "Authors" section, you can record the author details, which do not have to match the person uploading, and there is an option to enter the details of all authors in the case of a co-authored article.

- The "**Prefix, Title, Sub-title and Abstract**" section is for recording the title, subtitle and abstract of the article.

Abstract we expect the English summary text in addition to the Hungarian one.



The screenshot shows a web browser window with the URL journals.bme.hu/oe/submission/wizard/2?submissionId=46260#step-2. The page is titled "Submit an Article" and has a progress bar with five steps: 1. Start, 2. Upload Submission, 3. Enter Metadata (current step), 4. Confirmation, and 5. Next Steps. The form fields are as follows:

- Prefix:** A text input field with a dropdown arrow. Examples: A, The.
- Title:** A text input field containing "Legújabb angol nyelvű útmutatóhoz javaslatok".
- Subtitle:** A text input field.
- Abstract:** A rich text editor containing the text "Dear János! You are a lucky person, you can be the first to read this again, because last night's experiment brought".

Below the Abstract field, there is a note: "Preferred reviewers: At least three reviewers from two countries with email address, institution, field of research".

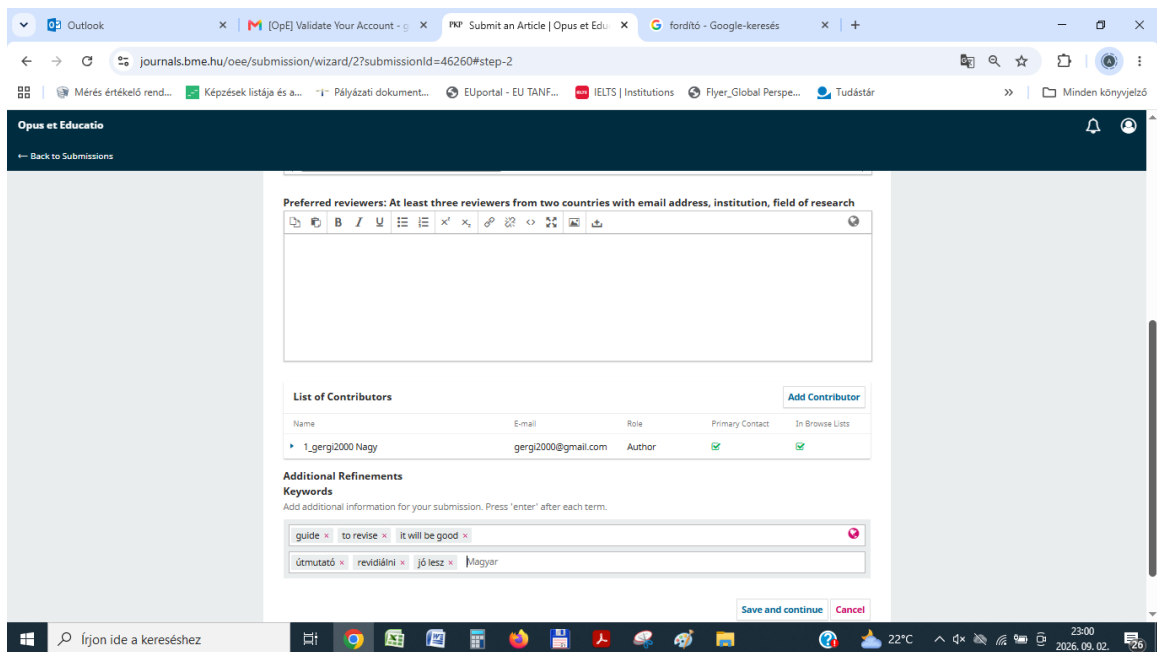
- **Preferred reviewers:** At least three reviewers from two countries with email address, institution, field of research*
- **List of Contributors** you can add more contributors for co-author details. In the "**Add contributors**" button, enter the names of the persons or organizations that supported the writing of the article. Use the ("Add Contributor") button for co-author details.

An important field is the "Bio Statement", where you can enter short biographical data, and we also ask you to upload the author's photo here.

Please provide the photo first, followed by the text of the resume.

- **Additional Refinements**

Keywords Add additional information for your submission. Press 'enter' after each term.



- After a successful upload, you can proceed with the "**Save and continue**" button.

Step 4. Confirmation

- Your submission has been uploaded and is ready to be sent. You may go back to review and adjust any of the information you have entered before continuing. When you are ready, click "**Finish Submission**".

Step 5. Next steps

You will find this information on this page:

“Thank you for your interest in publishing with Opus et Educatio.

What Happens Next?

The journal has been notified of your submission, and you've been emailed a confirmation for your records. Once the editor has reviewed the submission, they will contact you.

For now, you can:

- [Review this submission](#)
- [Create a new submission](#)
- [Return to your dashboard”](#)