



Article/Manuscript Title(Times New Roman 16 pt, bold)

Author, etc.(Times New Roman 11 pt, bold)

Affiliation, etc.(Times New Roman 10 pt)

*Corresponding author: Author, etc.(Times New Roman 10 pt)

Abstract(Times New Roman 10, bold)

Abstract is written concisely and factually, includes the purpose of research, the method of research, the results and conclusion of research. Abstract is written in English and Indonesian language, in account between 200 – 250 words in one paragraph, font “Times New Roman 10 pt italics”.

Keywords: Word 1; word 2; word 3; word 4; words 5.

INTRODUCTION(Times New Roman 12, bold)

The introduction is written in capital letters, single-spaced and bold. The introduction should contain the background of the problem; hypothesis (if any), objectives and research methods, the introduction refers to several references that are the theoretical basis or reasons for the research.

RESEARCH METHODS(Times New Roman 12, bold)

Research Methods are written in capital letters, single spacing and bold.

CONCLUSION(Times New Roman 12, bold)

Results and Discussion are written in Capital letters, single-spaced and bold. Conclusions should be the answer to the research question, and should not be expressed in statistical sentences.

RESULTS AND DISCUSSION(Times New Roman 12, bold)

Results and discussion are written in capital letters, single spacing and bold. Presentation in the results and discussion is written systematically, only data/information results related to the research objectives; simplify tables and use open tables, and map images are more focused on the objects studied and do not make the file size too large and complicated (preferably in JPG format); tables and images are numbered sequentially.

THANK-YOU NOTE(If Any) (Times New Roman 12, bold)

BIBLIOGRAPHY(Times New Roman 12, bold)

If the bibliography or references are quoted from:

A. Book

Writing a list of references in the form of books in the APA system follows the following order, namely:

1. Author's last name;
2. First name (initials only);

Examples of writing tables: Table 1, Table 2, Table 3 and so on.

Table 1
(Title)



3. Year of publication (in brackets, preceded and ended by a period);
4. The book title is italicized (the first letter of the first word, place name, or person's name in the source title is written in capital letters), ending with a period;
5. Edition (if any), city of publication, followed by a colon and the publisher.

Melbourne: Deakin University Press.

Specific examples of writing a list of references with several variations can be seen in the section below.

1) The book was written by one person:

Poole, M. E. (1976). *Social class and language utilization at the tertiary level*. Brisbane: University of Queensland.

2) Books are written by two or three people:

Burden, P. R. & Byrd, D. M. (2010). *Methods for effective teaching*. Boston: Pearson.

Joyce, B., Weil, M., & Calhoun, E. (2011). *Models of teaching*. Boston: Pearson.

3) The book was written by more than three people:

Emerson, L. et al. (2007). *Writing guidelines for education students*. Melbourne: Thomson.

4) Sources written by one person in different books:

Halliday, MAK (1985a). *Spoken and written language*. Geelong: Deakin University Press.

Halliday, M.A. K. (1985b). *An introduction to functional grammar*. London: Edward Arnold.

Halliday, MAK (1985c). Part A. *Language, context, and text: Aspects of language in a social semiotic perspective*.

5) Author as editor:

Philip, HWS & Simpson, GL (Editors). (1976). *Australia in the world of education today and tomorrow*. Canberra: Australian National Commission.

6) The source is a chapter from the book:

Coffin, C. (1997). *Constructing and giving value to the past: An investigation into secondary school history*. In F. Christie & JR Martin (Editors), *Genre and institutions: social processes in the workplace and school* (pp. 196 - 231). New York: Continuum.

B. Journal article

Writing journal articles in the reference list follows the following order:

1. Author's last name;
2. Author's first name (initials only);
3. Year of publication (in brackets preceded and followed by a period)
4. Title of the article (written not in italics and the first letter of the first word, or place name, or person's name in the title is written in capital letters);
5. Journal title (italicized and the first letter of each word in the journal name capitalized except for the word assignment) followed by a comma;
6. Volume number in Arabic numerals;
7. The publication number is written in Arabic numerals between brackets;
8. Page numbers start from the first page number to the last page number.

Example:

Setiawati, L. (2012). *A descriptive study on the teacher talk at an EYL classroom*. Conaplin Journal: *Indonesian Journal of Applied Linguistics*, 1 (2), pp. 176–178.

C. In addition to books and journal articles



Several examples of writing a list of references with written sources other than books and journal articles are presented below.

1. Thesis, dissertation or dissertation:

Rakhman, A. (2008). Teacher and students' code switching in English as a foreign language (EFL) classroom. (Thesis). Postgraduate School, Indonesian University of Education, Bandung.

2. Publications of government departments or agencies:

Department of Education and Culture. (1998). Guidelines for the implementation of scholarships and operational assistance funds. Jakarta: Depdikbud.

3. Documents or reports:

Teacher Education Development Project Committee. (1983). Teacher education development project assessment report. Jakarta: Ministry of Education and Culture.

4. Papers in conference or seminar proceedings:

Sudaryat, Y. (2013). Revealing the value of Sundanese educational philosophy in traditional expressions as an effort to maintain regional languages. In M. Fasya & M. Zifana (Editors), Proceedings of the Annual Seminar on Linguistics, Indonesian University of Education (pp. 432-435). Bandung: UPI Press.

5. Newspaper Articles:

Sujatmiko, IG (2013, August 23). Reform, power, and corruption. Kompas, p. 6.

6. Source from the internet

a. Individual work:

Thomson, A. (1998). The adult and the curriculum. [Online]. Retrieved from

<http://www.ed.uiuc.edu/EPS/PESYearbook/1998/thompson.htm>.

b. Messages in online forums or online discussion groups:

Pradipa, EA (2010, June 8). Interpreting the results of early childhood drawings [Online forum]. Retrieved from <http://www.paud.int/gambar/commentation/Weblog/806>.

c. Emails in mailing list:

Riesky (2013, May 25). Qualitative research in language teaching [Posted mailing list]. Retrieved from <http://bsing.groups.yahoo.com/group/ResearchMethods/message/581>.