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Instructions for Writing Manuscripts in the International Journal of Community Service (IJCS)

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ABSTRACT

WRITE THE TITLED IN ENGLISH. This is a new author guidelines and article template of International Journal of Community Service (IJCS) since year 2022 publication. Article should be started by Title of Article followed by Authors Name and Affiliation Address and abstract. This abstract section should be typed in Italic font and font size of 10 pt and number of words of 150-250. Special for the abstract section, please use left margin of 25 mm, top margin of 30 mm, right and bottom margins of 20 mm. The single spacing should be used between lines in this article. If article is written in Indonesian, the abstract should be typed in Indonesian and English. Meanwhile, if article is written in English, the abstract should be typed in English only. The abstract should be typed as concise as possible and should be composed of: problem statement, method, scientific finding results, and short conclusion. The abstract should only be typed in one paragraph and one-column format.

Keywords: Alphabetic, Article Template, Journal, Manuscript, Maximum of Five.

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[Please remember that the above items **must not** exceed the first page!]

[1]

INTRODUCTION ↓6PT

The introduction contains (sequentially) general background, previous literature studies (*state of the art*) as the basis for scientific novelty statements from articles, scientific novelty statements, and research problems or hypotheses. At the end of the introduction, the purpose of the study should be stated. In the scientific article format, no literature review is allowed as in the research report, but it is realized in the form of a previous literature review (*state of the art*) to show the scientific novelty of the article.

This document is *templates*. An electronic copy can be downloaded from the *Darmais Community Service Journal* website. For inquiries on guidance papers, please contact the journal's publication committee as indicated on the website. The easiest way to meet the writing format requirements is to use this document as *a template*. Then type your text into it.

Size paper must be A4 page size, which is 210mm (8.27") wide and 297mm (11.69") long. Margin limits are set as follows:

1) Top = 30 mm
2) Bottom = 30 mm
3) Left = Right = 28 mm

Paragraph must be regular. All paragraphs must be written using justified alignment, which is equally left and right aligned.

All documents must use the Palatino Linotype font. Other types of *fonts* can be used if needed for special purposes. The *font* size feature can be seen in Table 1.

Heading is used no more than 3 levels. Here's how to write *headings*:

Heading s 1 : *Heading* The main letters are all capital letters , bold and centered . For example, **METHOD** .

Heading- 2 : Heading Level 2 begins with a capital letter, bold, and left aligned. For example, **Heading 2** .

Heading-3: Heading level 3 harus diawali huruf kapital, miring (*italic*). Sebagai contoh, *Heading 3*

[Read the guidelines for authors very carefully before formatting the article, please!]

METODE [HEADING 1] ↓6PT

The methods used in completing the implementation of community service are listed in this section. This section contains the target audience, location of activities, methods used, evaluation of activities, activity materials. This section also contains complete information for readers if they want to do the same. The material used must be explained in its origin and quantity. The workings and data analysis must be written in a clear and concise manner. Modifications and workings that have been published simply cite the source and explain the modified part. When using statistical tests, it is enough to write down the method, such as RCBD or Factorial. In this section, one method or a combination of several methods can be used. Some examples of methods as follows.

Community Education : used for activities, such as a) training such as *in-house training* ; b) counseling aimed at increasing understanding and awareness, and so on.

Consultation : used for activities in which problems or needs in the community are resolved through synergies with universities.

Diffusion of science and technology : used for activities that produce products for consumers.

Training : used for activities that involve a) counseling on the substance of activities accompanied by demonstrations or pilots for their realization, b) training in the operation of systems or equipment, c) formation of new entrepreneurial groups, d) provision of certified services to the community.

Mediation : used for activities in which PPM implementers position themselves as mediators for the parties involved and jointly solve problems that exist in the community.

technology simulation : used for activities whose main work is information systems or the like. This activity is intended to explain something that cannot be done in real.

Substitution : Used for activities that offer new science and technology that is more modern and efficient than the old science and technology (science and technology in the form of TTG).

Advocacy : used for activities in the form of assistance.

Or any other suitable method.

Graphs and tables must be *centered* . Each table or figure must be positioned at the top or bottom of the page. Loading tables or figures must be mentioned in the sentence. the text in the table is *single spaced* or 1 . spaced

Graphics are allowed in color. Use contrasting solid colors both for display on a computer screen, as well as for black and white prints, as shown in Figure 1.

Figure 2 shows an example of an image with a low resolution that does not comply with the provisions, while Fig. 3 shows an example of an image with adequate resolution. Check that the image resolution is sufficient to reveal important details in the image.

Table 1. Table title begins with a capital letter [Palatino Linotype 9pt, bold] ↑12pt

Font Size	Views (in Palatino Linotype)		
	Regular (Regular)	Thick (Bold)	Italic (Italic)
9	Table captions (in Small Caps), Image caption, reference item Author email address (in Courier), cell in a table Heading level 1 (in Small Caps),	gist content	reference item (partial) abstract heading (also in Bold) level 2 headings, level-3 heading, author affiliation

Source: Written in 8 Palatino Linotype font

RESULTS AND DISCUSSION ↓6PT

The Research Results section contains research findings obtained from research data and relates to hypotheses.

Please check all drawings in your journal, both on screen and printed versions. When examining a printed version of an image, make sure that: (1) the colors have sufficient contrast, (2) the image is clear enough, (3) all labels on the image are legible.

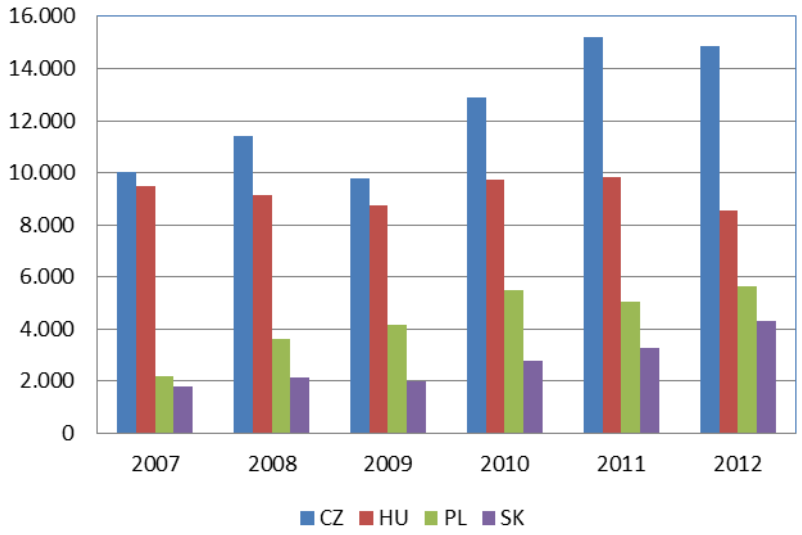


Figure 1. Using contrasting colors [Palatino Linotype 9pt, bold, centered]
Source: Eurostat (htec_trd_tot4) [Palatino Linotype 8pt, centered] **↓12pt**

Pictures are numbered using Arabic numerals. Image captions must be in regular 9 pt font.

Heading 2

Tables are numbered using Arabic. Table captions on the left (*left*) and in regular font size of 9 *pts* .

Heading 3

Page numbers, *headers* and *footers* are not used. All *hypertext links and bookmark* sections will be removed. If the paper needs to refer to an email address or URL in the article, the full address or URL must be typed in plain font.

The equations are sequentially numbered in parentheses with right-aligned margins, as in (1). Use *the equation editor* to create equations. Give a *tab space* and write the equation number in parentheses. To make your equation more compact, use a forward slash (/), a power function, or an appropriate exponent. Use parentheses to avoid confusion in assigning fractional numbers. Explain the equation when it is part of a sentence, such as the following:

$$\int_0^{r_2} F(r,\varphi)\, dr\, d\varphi = [\sigma r_2 / (2\mu_0)]$$
$$\cdot \int_0^{\infty} \exp(-\lambda\,|z_j - z_i\,|)\, \lambda^{-1} J_1(\lambda r_2)\, J_0(\lambda r_i)\, d\lambda\,.$$

Make sure that the symbols in the equation are defined before the equation or immediately follow it after the equation appears. Symbols are typed in italics (*T* stands for temperature, but T stands for Tesla). Refers to “(1)”, not “Eq. (1)" or "equation (1) ", except at the beginning of the sentence: "Equation (1) is ...".



Figure 2. Example of an Image with Less Resolution



Figure 3. Example of an Image with Enough Resolution

The research discussion contains a discussion of research results and comparisons with theories and or similar research. The title in the reference section must not be numbered. All reference *items* are in 11 pt font. Reference and citation using APA *style 6* th *editions.*

Page numbers , *headers* and *footers* are not used. All *hypertext links* and *bookmark sections* will be deleted. If the *paper* needs to refer to an email address or URL in the article, the full address or URL must be typed in plain font.

CONCLUSION ↓6PT

The conclusion part is the answer to the hypothesis, research objectives and research findings as well as suggestions regarding further ideas from the research. Conclusions are presented in the form of paragraphs.

All references referred to in the text of the article must be listed in the references section. References must contain reference libraries originating from primary sources (scientific journals and amounting to a minimum of 80% of the total bibliography)

published in the last 10 (ten) years. Each article contains at least 10 (ten) reference literature.

Reference Writing should use a reference management application such as Mendeley . The writing format used in International Journal of Community Service (IJCS) is in accordance with the *APA* 6th *Edition (*American *Psychological Association*) format.

Funding Statement

A Funding Statement is a section in a scientific publication or research report that explains the source of funding used to support the research or project. This statement aims to ensure transparency about who provided the funding and whether there are any potential conflicts of interest related to the funding. Common Elements in a Funding Statement: 1) Funding Source: Identifies the agency, organization, or individual who provided the funding. 2) Grant or Funding Number: Includes the reference number for the funding, if applicable. 3) Scope of Funding: Describes which aspects of the research or project were supported by the funding (e.g., laboratory costs, data collection, or publication). 4) Conflict of Interest Disclosure: If the funding source has a vested interest in the research outcomes, this should be disclosed.
Examples of a Funding Statement: a) "This research was funded by the Ministry of Education under Grant No. 12345." b) "The authors received funding from the National Science Foundation to support data collection and analysis (Grant No. NSF-98765)." d) "No external funding was received for this study."

Ethical Compliance

All procedures performed in studies involving human participants were in accordance with the ethical standards of the institutional and/or national research committee and with the 1964 Helsinki Declaration and its later amendments or comparable ethical standards.

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A Data Access Statement is a section in a scientific publication or research report that explains how the data used or generated in the study can be accessed by readers or other researchers. This statement aims to promote transparency, support research reproducibility, and comply with open access policies, where applicable.
Common Elements in a Data Access Statement:

1. Data Location: Specifies where the data is stored, such as in online repositories (e.g., Zenodo, Dryad, or institutional repositories).
2. Access Instructions: Provides information on how to access the data, such as direct links, DOI (Digital Object Identifier), or contact details.
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2. Restricted Data:
   - "The data that support the findings of this study are available upon request from the corresponding author. Due to privacy concerns, the data are not publicly available."
3. No Data Available:
   - "No datasets were generated or analyzed during the current study."
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Purpose of a Data Access Statement:

- Reproducibility: Enables other researchers to replicate or verify the findings.
- Collaboration: Encourages further collaboration by sharing data.
- Compliance: Adheres to policies of funding agencies or journals that require open access to data.

Conflict of Interest declaration

The authors declare that they have no affiliations with or involvement in any organization or entity with any financial interest in the subject matter or materials discussed in this manuscript.

Acknowledgment

[If necessary, reveal the financial disclosure – this is required by law and good practices in publishing]:
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REFERENCES [ALPHABETIC] ↓6PT

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[Use a minimum of 10 references with 70% from relevant and latest scientific journals (last 10 years)]

[Use APA style for referencing – see the APA MANUAL]

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