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### **Abstract**

If the article is written in Indonesian, the abstract must use two languages: English and Bahasa Indonesia. If the article is written in Japanese, the abstract must use two languages: English and Japanese. If the article is written in English, then the abstract only use English. A concise and factual abstract (maximum of 250 words in English) in 10pt single space is required. The abstract briefly describes the problem and research objectives, methods used, and results of the study. For research articles, abstracts should give a pertinent overview of the work. We strongly encourage authors to use the following style of structured abstracts, but without headings: (a) the purpose and scope of the study, (b) the method used, (c) a summary of results/findings, and (d) conclusions. The background of the problem does not need to be written in the abstract. Abstracts are followed by 3-5 keywords (keywords). Keywords must be included to describe the domain of the problem under study and the research's main terms. Keywords can be a single word or a combination of words (phrases). (11pt with one (1) space Times New Roman).

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3 - 5 keywords separated by semicolon (;), crucial to the appropriate indexing of the papers, are to be given.

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## 1. Introduction (← 12pt, Times New Roman bold)

Articles that have fulfilled Kiryoku's journal writing instructions can be sent by submitting them online on the Kiryoku journal website. Manuscripts for this journal can be written in English or Indonesia, but the abstract should be written full in English. The manuscripts consist of **Introduction, Methods, Results and Discussion, Conclusion, and References**, in Indonesian language are *Pendahuluan, Metode, Hasil dan Pembahasan, Kesimpulan dan Referensi*. Manuscripts that do not comply with Kiryoku's journal writing instructions will be returned to the Author before proceeding to the review process. The number of pages is recommended with a minimum of 6 pages, including images (images should be high resolution) and tables (if the change is feared, it is recommended to be made as image formats including jpg). Articles are written using A4 (210 x 297 mm) writing field size, 30 left margin, 20 mm right margin, 20 mm bottom margin and 30 mm top margin. The manuscript is written in Times New Roman font size 12 pt (except the title of the article, 14 pt), and a spacing of 1 MS Word format.

The introductory Section outlines the following:

- **A little general background of the study**
- **State of the art (a brief literature review study) of similar previous studies, to justify the novelty of this article (there must be a reference to a journal in the last ten years)**
- **Gap analysis or novelty statement, different from the previous research**
- **Problems and/or hypotheses (if any)**
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Examples of novelty statements or gap analysis statements at the end of the introduction (after the state of the art): "..... (Summary of background levels) ..... There are only a few researchers who focus on. .... There is little research that addresses ..... Therefore, this study intends to ..... While the purpose of this study is ..... ". The Author should register as an Author and/or be offered as a Reviewer through the following address: <https://ejournal.undip.ac.id/index.php/kiryoku/author/submit/1>. The Author should fulfil the form as detailed as possible where the star-marked form must be entered. After filling out all form textboxes, the Author clicked the "Register" button to proceed with the registration. Therefore, the Author is brought to the online author submission interface, where the Author should click on "New Submission" to go to the five-step submission process:

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After this submission, the Author who submits the manuscript will get a confirmation email about the submission. Therefore, the Author can track his submission status anytime by logging in to the online submission interface. The submission tracking includes the status of the manuscript review and editorial process.

## **2. Methods (– 12pt, Times New Roman bold)**

This Section is for research-based articles, 10-15% of the total length. Methods should be described with sufficient details to allow others to replicate and build on published results. New methods and protocols should be described in detail, while well-established methods can be briefly described and appropriately cited.

Research manuscripts reporting large datasets deposited in a publicly available database should specify where the data have been deposited and provide the relevant accession numbers. If the accession numbers still need to be obtained at submission, please state that they will be provided during the review. They must be provided prior to publication.

## **3. Result and Discussion (– 12pt, Times New Roman bold)**

(40-60% of the total article length). This Section may be divided by subheadings. It should provide a concise and precise description of the experimental results, their interpretation, and the experimental conclusions that can be drawn.

### **3.1 Subsection**

#### **3.1.1 Subsubsection**

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its separate line.

Bullet and numbering within body text are not allowed. All sentences should be typed in descriptive paragraph format.

### 3.2 Tables, figures, and charts

Tables are sequentially numbered with the table title and number above the table (11pt). Tables should be centred in the column OR on the page. A line space should follow tables. Elements of a table should be single-spaced (10pt). However, double spacing can be used to show data groupings or separate parts within the table. Table headings should be horizontal in 10pt. Tables are referred to in the text by the table number. Do not show the vertical line in the table. Only a horizontal line should be shown in the table and the table heading (see Table 1). Figures or charts are also sequentially numbered with the title and number below the figures or charts (11pt). **Figures, tables, and charts must be placed at the bottom of the page, not between the descriptive text.**

Table 1. This is a table. Tables should be placed in the main text near to the first time they are cited.

10 pt, Title 1	Title 2	Title 3
entry 1	data	data
entry 2	data	data <sup>1</sup>

<sup>1</sup> Tables may have a footer



Figure 1. Description of what is contained in the first panel

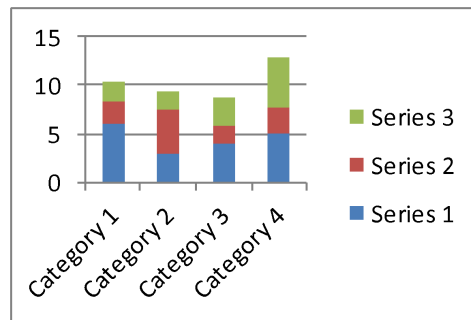


Chart 1. Example of the chart

### 3.3 Transliteration of Japanese (Romanization Guidelines)

When using Japanese terms or names in the article, please follow the MS Mincho font style, which is the most widely accepted method in academic writing. Here are the key points:

1. Use MS Mincho font style (へボン式ローマ字).

Example: 東京 → *Tōkyō*, 学生 → *gakusei*, 日本語 → *Nihongo*

2. Use double vowels to indicate long sounds:

Example: おかあさん → *Okaasan*, びょうき → *Byouki*, すうがく → *Suugaku*

Exception: Words commonly known without macrons may omit them (e.g., Tokyo, Kyoto)

3. Do not capitalize Japanese words unless they are proper nouns.

Example: The term *sensei* refers to a teacher.

4. Italicize Japanese terms if not translated or defined in-text.

Example: The concept of *wa* (harmony) is central to Japanese culture.

5. Kanji/kana must be provided in parentheses at first mention.

Example: The term (おもてなし) *omotenashi* refers to Japanese hospitality.

### 4. Conclusions (≧ 12pt, Times New Roman bold)

(5-10% of the total article length). This section is mandatory and added to the manuscript if the discussion is unusually long or complex.

### Acknowledgments (← 12pt, Times New Roman bold)

You should thank those who have supported you and your work, **especially an institution** that provided the financial support, including the contract number (**if any**).

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## References (← 12pt, Times New Roman bold)

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Gardiner, D. (2008). Metaphor and Mandala in Shingon Buddhist Theology. *Sophia*, (47), 43–55. <https://doi.org/10.1007/s11841-008-0052-9>

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