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**TITLE SHOULD REFLECT THE CONTENT OF THE  
MANUSCRIPT, BE CONCISE (NOT EXCEED 14 WORDS),  
CLEAR, INFORMATIVE, SPECIFIC, AND ENGAGING**

*The title should not begin with the words study, research, analysis,  
or development*

**<sup>1</sup>Main author's name, <sup>2</sup>Second author's name, etc...**

<sup>1</sup>Main author's affiliation, country of origin

<sup>2</sup>Second author's affiliation, country of origin  
etc...

Corresponding author's email: sampleemail@gmail.com (only one  
active email address should be provided for correspondence)

**doi : ...**

**ABSTRACT**

The abstract should systematically present the study's objectives, methodology, novelty, findings, conclusions, and policy recommendations. The abstract should be written as a single paragraph of continuous sentences (not equations or formulas), without subheadings, footnotes, or references, and should reflect the essence of the entire manuscript. The length should range between 150-200 words (use 1.0 space and font size 11).

**Keywords:** consist of five standard words or phrases that reflect the concept and content of the manuscript; arranged in order of relevance; may include single or compound words; abbreviations are not allowed

**INTRODUCTION**

This journal prioritizes research or development manuscripts that focus on the formulation of educational policies, or studies that analyze or evaluate the impact of existing educational policies.

Manuscripts may be written in Indonesian or English. Manuscripts in Indonesian should follow proper sentence structure and comply with the punctuation and spelling rules set out in the Enhanced Indonesian Spelling System (EYD), 5th Edition, published by the Language Development Agency, Ministry of Primary and Secondary Education. Manuscripts in English should conform to international English language standards and conventions.

Manuscripts should be typed with 1.15 line spacing on A4-size paper, using Calibri font size 12, and contain between 6,000 and 8,000 words. Manuscripts must be submitted in Microsoft

Word format (.doc or .docx).

The manuscript should be original, unpublished, not under consideration elsewhere, and free of plagiarism. The editorial team utilizes Turnitin to ensure plagiarism does not exceed a **15% threshold**.

The introduction presents the background and context of the education policy research. It also includes a literature review relevant to the topic, highlighting the existing discourse, research gaps, and the novelty of the study. The research gap and novelty must be synthesized from at least 10 references from nationally and internationally accredited or reputable journals published within the past 10 years. Classic references (more than 10 years old) may be used if relevant but should not exceed 20% of the total references. The introduction should also include the problem statement, research objectives, research significance, and expected outcomes. This section should account for approximately **25%** of the manuscript length.

### **RESEARCH METHODS**

This section explains the methods used in conducting the research. It is recommended to begin with the research approach, variables used, data sources, population, informants/respondents as the sample, research period, research location, and a rationale for selecting each element. This section should also explain the techniques of data collection, processing, and analysis, as well as the limitations of the study. This section should comprise approximately **10%** of the manuscript length.

### **RESEARCH FINDINGS**

This section contains research findings based on the research objectives and the interpretation of these findings. This section also contains the presentation of relevant research results. If the research has more than one objective, the results should be presented consistently according to each research question and objective.

The data may be presented using relevant tables, graphs, or qualitative excerpts (e.g., interviews, FGDs, observations, or document analysis). This section is about **20%** of the manuscript's length.

**Table 1** The Table Title is Written Above the Table

<b>Section</b>	<b>Length*</b>
1. Introduction	25%
2. Research Methods	10%
3. Research Findings	30%

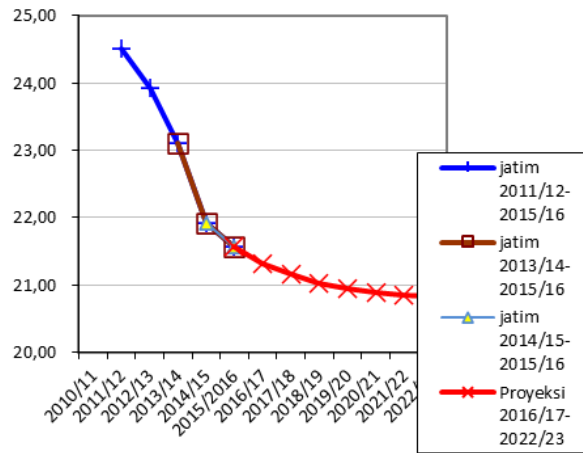
4. Discussion	20%
5. Conclusion and Policy Recommendations	15%

\* Percentage of total manuscript length

Source: Data Source, year of publication

(Source is listed in the reference list)

Text within tables or graphs should be in the same language as the manuscript. Tables should be editable and not inserted as images, and should use only horizontal lines at the top and bottom, without vertical borders. Descriptive paragraphs should analyze the table content rather than merely repeating it.



Picture 1 Title is Written Below the Picture

Source: Data Source, year of publication

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**DISCUSSION**

The research findings are discussed, analyzed, elaborated, and interpreted to achieve the research objectives and address the research problems. The discussion should also connect the research findings with relevant theories and references. If the research has more than one objective, the results should be presented consistently according to each research question and objective. This section is about **30%** of the manuscript’s length.

**CONCLUSION AND POLICY RECOMMENDATIONS**

The conclusion is not a summary of the research results but contains answers to the objectives. The conclusion is formulated based on the research findings and discussion and is consistent with the research problems and objectives.

The policy recommendations are based on the research findings and conclusions, intended as inputs for education policymakers, especially the Ministry of Primary and Secondary Education. Policy recommendations should not be normative but rather operational/technical, logical, and applicable. For example, they may include policy options, responsible units/institutions/actors, and the justifications.

The conclusion and policy recommendations are in the form of narration in separate paragraphs, not in the form of points or numbering. This section is about **15%** of the length of the entire manuscript.

### **ACKNOWLEDGMENT**

Acknowledgments are optional. However, research manuscripts funded or sponsored by a particular party must include a statement acknowledging the sponsor and expressing gratitude for their support.

Acknowledgments may also be given to other individuals or institutions that directly contributed to the writing of the article.

### **REFERENCE LIST**

The reference list must follow the international standard of the American Psychological Association (APA) Style, 7th edition, using the Mendeley application.

There must be at least 15 references from both primary and secondary sources. Primary sources refer to accredited or reputable national and international journals. All references must be from publications issued within the past 10 years. Classic references (published more than 10 years ago) may be used if relevant to the study, but must not exceed 20% of the total references.

All cited references or source materials must be included in the reference list. Conversely, references or materials not cited in the manuscript should not appear in the reference list.