TITLE OF THE ARTICLE
(FONT SIZE 14 PT) / MAXIMUM OF 20 WORDS

Name of Author[1], Name of Author[2] (12 pt)
[1,2]Institution of Author, Address, Country (11 pt)
[1]E-mail address of author 1, [2]E-mail address of author 2 (11 pt)

ABSTRACT

Abstract should not exceed 250 words which describe the problem, the method of implementation and the result obtained. The abstract is written in English with all characters are italicized. It is written using Times New Roman of 12- point font size and single- spaced. (Annotation: it is italicized and in English, only one paragraph and paragraph are left and right aligned, and it is not indented [not like usual paragraph]).

Keywords: keyword 1; keyword 2; keyword 3

INTRODUCTION (12 Point and Bold)

The script is written in English. The script is typed by using Times New Roman font (Microsoft Word) with font size is 12 points in A4 paper with line spacing is 1.5, then text is divided into two columns, with left and top margin is 30 mm and right and bottom margin is 25 mm. This section explains the basic part of the article written which is a compromise explanation about analysis of situation, partner problem, aim and benefit of dedication which comprise /describe the phenomena of problem observed, the real situation obtained. Then the focus of the problem and the aim to conduct dedication can be explained.

LITERATUR REVIEW (12 Point and Bold)

This section contains a review of previous theories that support the research. This subsection can be added according to the needs of the author to divide the description in each section of this article.

RESEARCH METHOD (12 Point and Bold)

In this section, the authors explain the method of implementation which is used in dedication to corroborate the script published. The method of implementation such as training, assistance, and application. The script

is written in Times New Roman font with font size is 12 points.

RESULT AND DISCUSSION (12 Point and Bold)

This section explains briefly and clearly the result obtained and it is completed with discussion which analyzes the result of activity implementation.

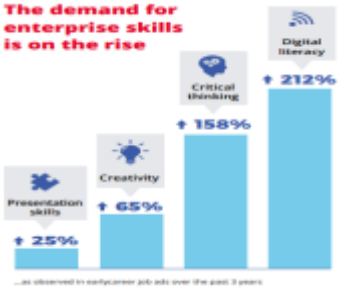
As for the procedure to write a table is as follows: The table heading is center- aligned, size font in table is 10 points, with additional requisite is that upward line in table is not allowed, and detail heading of each table is bolded. To clarify, we describe it as follow:

Tabel 1 Pretest, Postest dan *N-Gain* Critical Thinking Ability

Experimental Class						
N	*Pretest*		*Postest*		*N-Gain*	
		S		s		S
25	36	21,25	61	27,47	0,42	0,253

Control Class						
N	*Pretest*		*Postest*		*N-Gain*	
		S		s		S
25	36	21,25	61	27,47	0,42	0,253

Annotation figure and graphic is presented under that graphic or figure with single-spaced. To clarify, look at the following:



source: google.com

Figure 1. The Enhancement of Critical Thinking Ability

Discussion must be corroborated with relevant literature study.

CONCLUSION

The conclusion is obtained after activity implementation and suggestion to do improvement which is considered necessary or to conduct the relevant follow-up dedication.

REFERENCES

References is written by referring to APA 7th standard with the guidance as follow:

Book:

Romney, M. B., Steinbart, P. J., Summers, S. L., Wood, D. A. (2021). *Accounting Information System.* Fifteen Global Edition. Pearson.

Journal:

Hodgson, J., & Weil, J. (2011). Commentary: How individual and profession-level factors influence discussion of disability in prenatal genetic counseling. *Journal of Genetic Counseling*, 1-3

Articles from websites with author names:

Simmons, B. (2015, January 9). The tale of two Flaccos. Accessed from: http://grantland.com/the-triangle/the-tale-of-two-flaccos/.

Articles from websites without the author's name:

Teen posed as doctor at West Palm Beach hospital: police. (2015, January 16). Accessed from: http://www.nbcmiami.com/news/local/Teen-Posed-as-Doctor-at-West-Palm-Beach-Hospital-Police-288810831.html

Print Journal:

Nevin, A. (2024). The changing of teacher education special education. *Teacher Education and Special Education: The Journal of the Teacher Education Division of the Council for Exceptional Children*, 13(3-4), 147-148

Online Journal:

Jameson, J. (2023). E-Leadership in higher education: The fifth "age" of educational technology research. *British Journal of Educational Technology*, *44* (6), 889-915. http://doi.org/10.1111/bjet.12103

Interview Report:

Marino, B. (2014, 18 October). Personal Interview.

Encyclopedia:

Kammen, C. & Wilson, A. H. (2012). Monuments. *Encyclopedia of local history*. (pp. 363-364). Lanham, MD: AltaMira Press.

Print Newspaper:

Rosenberg, G. (1997, March 31). Electronic discovery proves an effective legal weapon. *The New York Times*, p. D5.

Online Newspapers:

Rosenberg, G. (1997, March 31). Electronic discovery proves an effective legal weapon. *The New York Times*. Accessed from: http://www.nytimes.com

Print Magazine:

Tumulty, K. (2006, April). Should they stay or should they go?. *Time*, 167(15), 3-40.

Online Magazines

Tumulty, K. (2006, April). Should they stay or should they go? *Time*, *167*(15). Accessed from: http://content.time.com/time/magazine/article/0,9171,1179361,00.ht

AUTHOR SELF-EVALUATIONS

No.	ASSESSMENT LIST	CHECKLIST
1	TITLE	
	Maximum 20 words	
	No abbreviations	
	Times New Roman 14, Sentence (Capitalize only on initial letters or indicate name, place, and time) Bold, Center, Space 1)	
2	AUTHOR NAME	
	All authors are written in full, according to the Metadata when submitting articles	
	No abbreviations	
	Without an academic degree	
	Times New Roman 12, Capitalize Every Word, Bold, Center, Space 1	
3	NAME OF INSTITUTION/AFFILIATION	
	The name of each institution that the author lists is the name of the faculty / department, university / institution, city, country (without abbreviation). Also, adjust it in metadata. Times New Roman 11, Capitalize every word, middle, space 1. Example: ● Communication Science Study Program, Universitas Indonesia Membangun, Bandung, Indonesia ● Department of Communication, PT. Telkom Indonesia, Bandung, Indonesia	
4	CORRESPONDENCE	
	The correspondence is filled with the data of the first author written in the correspondence section on the first page, consisting of the full name, title, institution, address of the institution, email of the corresponding author. Times New Roman 11, space 1	
5	ABSTRACT	
	Written in one paragraph	
	< 250 Words	
	No numbering	
	Written in English	
	Times New Roman 12, space 1 space, justify, Italic	
	Keywords consist of three words or phrases in English. Use a semicolon (;)	
	The abstract at least contains the problem, methods of implementation and results obtained in a structured manner.	
6	SCRIPT	
	All parts are written in English. Times New Roman 12, space 1.5, justify, tab/7 beats	
	No numbering and footnotes	
	Quotations of more than 40 words (1 margin spacing)	
	Each paragraph must consist of at least 2 sentences	
	The sources cited in the manuscript are primary citations (not quoting Mr. X as quoted by Mr. Y)	
7	QUOTATION	
	Throughout the manuscript, all citations are made in the APA style using MENDELEY/Ms. Word, completely and consistently. **Example:** (Putri et al., 2026) **Must not**: Putri, Hakim, &; Yamin, (2026) or (Putri, et al, 2026)	
	Citations from the internet should include the name of the author/institution, year of posting, and title, then complete the website address of a credible source.	
	All citations are cited in the manuscript, and all references are listed in the bibliography. ***Please check one by one**	
	All citations are cited in the manuscript, and all references correspond to the sources listed in the bibliography.	

	***Please check the suitability of the reference year and the completeness of the author's name.**	
8	TABLES AND FIGURES	
	There is at least 1 table or 1 figure in the manuscript. Table insertion procedure: • Tables are created without vertical lines. • Horizontal lines only above (2 lines) and below (1 or 2 lines) • The table is numbered, and the table title is placed above the table, left margin. • Table headings with Times New Roman 12pt, 1 space, Bold. • Contains a table with Times New Roman 10pt, 1 space. • Sources are listed at the bottom left of the table, Times New Roman 10pt, space 1.	
	Images, all forms of images, whether schemes, graphs, diagrams, photos are named Images and made using applications so that they do not break when laid out (good quality) or must be ensured to have good quality. Picture insertion procedure: • The source is listed at the bottom left of the image. Times New Roman 10pt, space 1. • Numbers are numbered, and the title of the numbers is placed below the table, left margin. • Image captions written with Times New Roman 12, space 1, bold.	
9	CONCLUSION	
	Written in paragraphs without numbering and without citations	
10	REFERENCE	
	Consists of at least 5 sources/references	
	Using APA styles (Use Reference Software such as Ms. Word, Mendeley or Zotero)	
	Sorted alphabetically	
	All sources/references listed in the bibliography are sources that are indeed cited in the manuscript. ***Please check one by one**	
	All citations contained in the manuscript must be the same as the author's name and year as stated in the bibliography. ***Please check one by one**	
	MUST include citation sources from articles in various national and international journals	
	Reference Year for journals max last 5 years, for books max last 10 years, if it is not possible, then a maximum of only 20% reference sources may be more than 10 years from reference total.	
	The author is advised not to do much self-citation if the author does self-citation at least a maximum of 3 sources only.	
11	GRAMMAR	
	The entire article has been written in complete sentence rules	
	The entire article has been written using appropriate punctuation	
	The entire article has been carefully written without typos	
	The entire quote has been paraphrased	
	The entire article is written without headers, footers, and page numbers	