

Guide to writing articles to be published in Proceedings of the Research Colloquium UAJY – BULSU 2023 (14 pt bold)

Aauthor 1 ¹, Author 2 ², Author 3 ^{1*} (12 pt)

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Abstrak (10 pt)

The abstract is written in English in 150-200 words each. The abstract is written with single-spaced spacing and 1 cm margins from the left and right sides, with Palatino Linotype font type and 10 pt font size. The abstract contains the research introduction, method, results, and conclusion, while still writing the section titles according to the guidelines. Abstracts are written in italics except for abstract section titles. Background: Briefly explain the context of the problem and research question, and clearly state the research objectives. Methods: Briefly describe the methods and stages of the research, and may include the main data. Results: Summarize the findings and results obtained. Conclusions: Indicate the main conclusions and interpretations of the results. The abstract must be an objective representation of the article and must not contain results that are not presented and proven in the text.

Keywords: List three to six related keywords specific to the article, separated by commas

Article type: (left blank)

Body of Knowledge (BoK) group that corresponds to the article: (write one that corresponds to the Industrial Engineering BoK, see explanation in the General Instructions section)

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0. General Instructions

Proceedings of the Research Colloquium UAJY – BULSU 2023 published by Departemen Teknik Industri Universitas Atma Jaya Yogyakarta. These proceedings publish articles that have gone through a *peer-reviewed* process. The published articles are scientific articles resulting from research in the field of Industrial Engineering and Engineering Management in accordance with the scope of the Industrial Engineering *Body of Knowledge*. The Institute of Industrial and Systems Engineer (IISE) - www.iise.org, established the *Industrial and Systems Engineering Body of Knowledge* which includes: 1) *Work design and measurement*, 2) *Operations research and analysis*, 3) *Engineering economic analysis*, 4) *Facilities engineering and energy management*, 5) *Quality and reliability engineering*, 6) *Ergonomics and human factors*, 7) *Operations engineering and management*, 8) *Supply chain management*, 9) *Engineering management*, 10) *Safety*, 11) *Information engineering*, 12) *Design and manufacturing engineering*, 13) *Product design and development*, and 14) *System design and engineering*.

Incoming articles will go through an inspection process by the *Program Chair* to ensure compliance with the scope of the Industrial Engineering *Body of Knowledge*. The articles published in the Proceedings of the Research Colloquium UAJY – BULSU 2023 are articles that have gone through a *review* process by one peer review. The decision whether or not to accept a scientific article is the right of the *Program Chair* based on recommendations from the reviewer. The Proceedings of the Research Colloquium UAJY – BULSU 2023 accepts articles resulting from theoretical and practical development research (*research articles*), research into the application of a particular method (*case study*), as well as literature studies (*literature review*).

To speed up the process of *reviewing* and *editing* articles that will be published in the Proceedings of the Research Colloquium UAJY – BULSU 2023, the committee requires authors to prepare their article manuscripts in this Microsoft Word *template*. Writers can copy and paste the initial paper into this *template* while adjusting a number of writing formats which will be explained in this guide.

Articles that will be published in the in the Proceedings of the Research Colloquium UAJY – BULSU 2023 is written in English. Articles must contain the components of a scientific article, namely Article Title, Author's Name (without title), Author's Affiliation, Abstract and Keywords, Introduction, Methods, Results and Discussion, Conclusion, Acknowledgments (if any), and Bibliography. If the article is written in English, the main parts of the article include 1) *Introduction*, 2) *Method*, 3) *Results and Discussion*, and 4) *Conclusion*.

The length of the article is between 5 and 10 pages including figures and tables. Articles must be written in A4 size (210 x 297 mm) in 1 column format and with a left margin of 25 mm, right margin of 25 mm, bottom margin of 25 mm, and top margin of 30 mm. The entire article is written in the *Palatino Linotype* font. The general *font size* is 11 pt, with a number of exceptions in the article title (14 pt), author's name (12 pt), abstract and keywords (10 pt). Writing foreign words or terms using italics. It is best to avoid using foreign terms for Indonesian language articles. The new paragraph starts 10 mm from the left border, while there is no space between paragraphs. All numbers are written in Arabic numerals, except at the beginning of sentences.

The title of the article reflects the content of the article. The title of the article is written clearly, concisely, with a maximum of 15 words, and only in capital letters the first word and other words that indicate the name (*Sentence case*). In the title of the article it is not necessary to write the author's name without an academic degree. Authors' names are separated by commas. The first and last words of each author's name must be written in full, while the second and other words can be written as initials (example: Industrial Engineering Oye 1 or Teknik I. Oye1). If the author's name only consists of one word, write the actual name in one word, however in the online version (HTML) it will be written in two words containing the same name (repeated) for metadata indexation purposes. At the end of the author's name, an index is written to explain the affiliation of each author. An affiliate index is not required if all authors belong to the same affiliation. Behind the affiliation statement, write the email address of each author. The *Corresponding Author* must be marked with an asterisk "*" as in the example in this *template*. Abstracts are written according to the detailed instructions above. The abstract is followed by keywords of 3-6 words separated by commas. Keywords can be written in order of relevance and importance in the research.

The writing of the main sub-sections of the article (Introduction, Methods, Results and Discussion, and Conclusion) must be numbered sequentially in Arabic numeral format starting from number 1. The main sub-sections of the article are written in bold with capital letters only on the first word and arranged left aligned without underline and without ending punctuation.

To start writing an article manuscript, delete the general instructions in subsection 0 so that the body of the article starts from the Introduction. If you need further information, please contact our contact email.

1. Introduction

In this section, explain the background and broad context of the topic raised, followed by an explanation of the problem and the importance (reason) for the problem being raised. Present the results of previous literature reviews to find out the extent to which previous research has tried to solve the problems faced and where development is still needed, as a basis for stating the scientific novelty of the article (*state of the art*). Avoid literature reviews that only serve as a theoretical basis, such as in research reports. At the end, emphasize the purpose of the research including the motivation, benefits, and/or uniqueness provided by the research in the article.

Every time you quote a statement from another library, the author is obliged to write down the reference source. References or citations are written in the description/text by writing the author's name and year (example: According to Rahmat (2020), ...; Rahmat and Andrianto (2021) corrected). If there are more than two authors, then only write the name of the first author followed by "*et al.*" (example: Rahmat et al. (2019) compiled; Smith et al. (2015) developed). In references at the end of the sentence, the author's name and year are written in brackets (example: ... produced perfectly (Rahmat, 2020).) References to several references mentioned at the end of the sentence can be written as follows: (Grace et al., 2019; Smith 2015). Everything referred to in the text must then be listed in the Bibliography section, and vice versa, everything written in the Bibliography must be referred to in the text.

2. Method

Describe the research method which contains the form of research along with the approaches and techniques used in the problem solving process to achieve the research objectives. Research methods must be described clearly enough so that others can use or develop them. It should be understood that publication of an article manuscript implies that you must make all data, materials, computer code and protocols related to the publication available to readers. New methods and protocols should be described in detail while established and widely used methods (Basic Theory) can be described briefly and cited appropriately.

In this sub-section there may be several sub-sections according to the methods and stages required. Sub-sections are written in bold letters in *Sentence case* format and arranged left aligned and using a level two numbering format. The distance between the last line of text and the sub-sub section title is 1 space. If there is further description in the sub-sections, you can use the *numbering* format: 1), 2), 3) and so on, or a), b), c) and so on.

2.1. Figures

Theoretical and conceptual models can be presented in the form of images, like graphs and flowcharts. These must be displayed clearly (font size, resolution, and line size must be readable by readers). Graphic images do not need to be made in a box (border). The title of the image and figure is written below it in small letters, except for the first letter in each sentence. They must be numbered sequentially according to their appearance and written in Arabic numerals. The figure number is written in bold, and images are placed in the middle of the page (center alignment), as in Example of Figure 1, and all images must be referenced in the text. If the image or figure is taken from another source, then include the name of the source below the table or image.

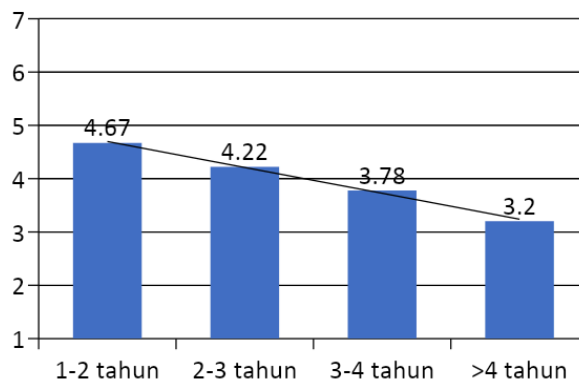
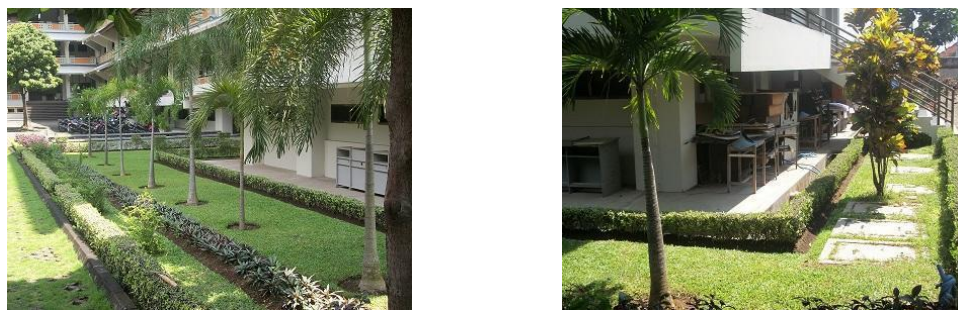


Figure 1. Examples of image placement in articles. The image is placed as close as possible to the first time it is referred to.



(a) (b)

Figure 2. Example of an image with 2 objects: (a) Left image; (b) Right image. If there are 3 or more objects, then the image can be adjusted to a format like this example.

The distance between the last line of text and the image is a single space. Likewise, new paragraphs start a single space below the image title. If there are 2 objects in the image, then the format in the example in Figure 2 can be used.

2.2. Table

Tables must be editable and referenced in the text. The size of the letters in the table adjusts to needs, with a minimum size of 8 pt. Each table must be given a table title (table caption) and numbered in Arabic numerals at the top of the table. Table numbers are written in bold. As seen in the example, the table does not contain vertical lines. Horizontal lines are

the only ones that are important. Additionally, the table is placed in the middle of the page (center alignment). Table 1 below shows the placement of tables in articles.

Table 1. Example of table placement in an article.

Title 1	Title 2	Title 3
<i>entry 1</i>	data	data
<i>entry 2</i>	data	data
<i>entry 3</i>	data	data

The distance between the last line of text and the table title is a single space. Likewise, new paragraphs start with a single space below the table. The space between the table title and the top line of the table is given an additional 6 pt.

2.3. Mathematical model

If the model is written mathematically, each mathematical formula must be accompanied by a number and referenced in the text. Mathematical formulas must also be editable, for example, the following equation (1). All notations in mathematical formulas are written in italics (*Italic*) both in the formula and in the text.

$$Q = \sqrt{\frac{2DC}{h}} \tag{1}$$

with,

Q = Optimal order quantity

D = Customer demand

C = Order cost

h = Holding cost

3. Results and Discussion

This section provides a concise and precise description of the results of the analysis, experiments, and tests in the research. It provides an interpretation of the results from the perspective of previous research and existing hypotheses, which is indicated by the citations of previous research being compared. Research results can confirm or correct previous findings. Also discuss the implications and new understanding gained both theoretically and practically. Use pictures, graphs, or tables to explain the results that are considered important in the research.

4. Conclusion

The conclusion presents answers to the research objectives and/or hypotheses as well as the scientific findings obtained. These are written in narrative form and not in bulleted or numerical form. Additionally, the limitations of the research as well as ideas for future research are seen in this section.

Acknowledgement: If there is, the acknowledgement must include the research funders and those who helped carry out the research.

Bibliography

All references referred to in the text of the article must be listed in this section. Each article contains at least 15 (fifteen) references. Writing a reference system in the article text and writing a bibliography can use a reference management application program, for example: Mendeley, EndNote, or Zotero, or others. The format for writing a bibliography follows the *APA 7th Edition (American Psychological Association)*. The following are several examples of writing following *APA 7th Edition* based on the type of reference source:

Article Journal:

- Hasan, M. R., Daryanto, Y., Roy, T. C. & Feng, Y. (2020). Inventory management with online payments and preorder discounts. *Industrial Management & Data Systems*, 120(11), 2001–2023. <https://doi.org/10.1108/IMDS-05-2020-0314>
- March, E., & Springer, J. (2019). Belief in conspiracy theories: the predictive role of schizotypy, Machiavellianism, and primary psychopathy. *PloS One*, 14(12), Article e0225964. <https://doi.org/10.1371/journal.pone.0225964>

Book:

- McKinnon, A. (2018). *Decarbonizing logistics: Distributing goods in a low-carbon world (2nd ed.)*. Kogan Page Ltd.

Book Chapter with several editors:

- Wee, H. M., & Daryanto, Y. (2020). Imperfect quality item inventory models considering carbon emissions. In N. H. Shah & M. Mittal (Eds.), *Optimization and inventory management* (pp. 137–159). Springer Nature Singapore Pte Ltd.

Online Magazines or Newspaper Articles:

- Thomson, J. (2022, September 8). Massive, strange white structures appear on Utah’s Great Salt Lake. *Newsweek*. <https://www.newsweek.com/mysterious-mounds-great-salt-lake-utah-explainedmirabilite-1741151>

Online Reports of a Group, Organization, or Government:

- The Carbon Trust. (2006). *Carbon footprints in the supply chain: The next step for business*. <https://www.carbontrust.com/our-work-and-impact/guides-reports-and-tools/carbon-footprints-in-the-supply-chain-the-next-step>

Online Reports from Specific People:

- Zheithaml, V. A., Parasuraman, A., & Malhotra, A. (2000). *A conceptual framework for understanding e-service quality: Implications for future research and managerial practice*.

Marketing Science Institute, Cambridge.
https://thearf-org-unified-admin.s3.amazonaws.com/MSI/2020/06/MSI_WP_00-115.pdf

Website Page:

Read, S. (2022, September 20). *What is the difference between Scope 1, 2, and 3 emissions, and what are companies doing to cut all three?* World Economic Forum. <https://www.weforum.org/agenda/2022/09/scope-emissions-climate-greenhouse-business/>

Website page with specific pickup dates:

Center for Systems Science and Engineering. (2020, Mei 6). *COVID-19 dashboard by the Center for Systems Science and Engineering (CSSE) at Johns Hopkins University (JHU)*. Johns Hopkins University & Medicine, Coronavirus Resource Center. Diambil 6 Mei 2020, dari <https://coronavirus.jhu.edu/map.html>

Thesis/Dissertation in a Database:

Horvath-Plyman, M. (2018). *Social media and the college student journey: An examination of how social media use impacts social capital and affects college choice, access, and transition* (Publikasi No. 10937367). [Disertasi Doktor, New York University]. ProQuest Dissertations and Theses Global.

Seminar or Conference Proceedings:

Daryanto, Y., & Wee, H. M. (2018, 5-6 Maret). Single vendor-buyer integrated inventory model for deteriorating items considering carbon emission. In *Proceeding of the 8th International Conference on Industrial Engineering and Operations Management, Bandung, Indonesia* (pp. 544-555). IEOM Society International.

Data set:

Irino, T., & Tada, R. (2009). *Chemical and mineral compositions of sediments from ODP site 127-797* [Data set]. PANGAEA. <https://doi.org/10.1594/PANGAEA.726855>