

# Author Guidelines

## Article Title (Capital letters at the beginning of words, 16pt, centered)

(One blank 1,0 space line, 14 point font)

First Author<sup>1</sup>, Second Author<sup>2</sup>, Third Author, ... (10pt)

<sup>1</sup>Department, Faculty, University, City, Country (10pt)

<sup>2</sup>Research group, Institution, City, Country (10pt)

Email: <sup>1</sup>[author@address.com](mailto:author@address.com), <sup>2</sup>[author@address.com](mailto:author@address.com), ... (10pt)

(One blank 1,0 space line, 12 point font)

Received on Date Month Year	Revised on 7 October 2021	Accepted on 22 November 2021
--------------------------------	------------------------------	---------------------------------

(One blank 1,0 space line, 12 point font)

**ABSTRACT (10pt, Abstract, maximum of 300 words, must contain:)**

**Purpose (10pt, bold):** with simple words states the purpose of the research. There was no discussion, no story, only the purpose of the research.

**Research methods (10pt, bold):** give names, brands, types of tools, methods, software, reviews, and surveys that have been used to conduct the research. There is no discussion or explanation with 60 words maximum.

**Results and discussion (10pt, bold):** Write only the main results and discussion in a few words. There is no discussion or explanation.

**Implication (10pt, bold):** Write down in a few words the implications of the results of the research. The contents of the abstract are written using Arial fonts, 10pt, 1,0 spacing and in one column format.

(One blank 1,0 space line, 12 point font)

**Keywords (10pt, bold):** letters, journals, format [words written in lowercase except for abbreviations, in 3-6 words, separated by commas, Arial, 10pt. Use words or phrases that specifically describe the contents of the article, consider the ease of keywords when searching in search engines (for example, searches using Google), don't use unusual abbreviations.

(Two blank 1,0 space line, 12 point font)

## INTRODUCTION [CHAPTER TITLE WRITTEN WITH CAPITAL, ARIAL, 12]

The following are instructions or writing procedures in International Journal of Aesthetics, Creativity, and Art Management. The author/s is/are fully responsible for the contents of the manuscript written. The content of the manuscript is the original work of the author/s who has never been published in print or other online media. [Arial, 12, normal 1.0 (single) space]. Articles presented in English.

The format of the contents of the manuscript is divided into four parts, namely:

- 1) **INTRODUCTION;** contains background and objectives of the research based on problems and phenomena as well as their relationship with existing theories. Show the novelty of existing research.
- 2) **RESEARCH METHODS;** contains an explanation of the research approach undertaken, the focus of the research, respondents, the size and determination of the sample, how to collect data and how to analyze data.
- 3) **RESULTS AND DISCUSSION;** contains the results of the research and the discussion of the data found and the meaning and or implications of the research results (scientific impact).
- 4) **CONCLUSION;** contains research conclusions, implications of the research results, and suggestions for further research.

## MANUSCRIPT FORMAT

### Script Length [Title section: Arial, 12pt, Bold, Capital Letters at the Beginning of Words]

Manuscripts are written in A4 paper size with a number of pages is 10-15 pages, including tables and figures, and with reference to the writing procedures as they have been compiled in this writing or style guide.

### Manuscript Organization

Every paragraph change without blank line spacing and start the paragraph with indented writing on the 7th space beat to start the first letter. The line spacing for scripts is single. Numbering headings with Arabic system with sub-headings up to a maximum of 3 levels.

### Table

Tables must be numbered in the order of presentation (Table 1, Table 2, etc.). To show where the table is, use the number from the table. Don't use the words below, above, the following, etc. The title of the table is written on the table with centered position. Writing the table number is followed by a colon (:). Arial font size used is 10pt and the position of the writing in the middle (centered). Each table description is accompanied by a source or its reference marked with square brackets [...] at the opening and closing source.

(One blank 1,0 space line, 12 point font)

Table 1: Table Title (Arial, 10, spacing 1pt normal)

[Source: source writing starts and ends with square brackets]

(One blank single space line, 10 point font)

No.	Name of Respondent	Answers Questionnaire				
		a	b	c	d	abstein
1	Tourist A	Agree	Better	Less	...	... etc
2	Tourist B	Agree	Better	Less	...	... etc
3	Tourist C	Agree	Better	Less	...	... etc
...etc	...etc	...etc	... etc	... etc	... etc	... etc

(horizontal borders are only used at the start and end without vertical lines, each horizontal column uses gray and white alternately)

(One blank 1,0 space line, 12 point font)

### Figure

Figure must be numbered in the order of presentation (Figure 1, Figure 2, etc.). The figure title is placed below the figure with the center position (centered). Writing the figure number is followed by a period (.) then the title of the figure. Arial font size used is 10pt, the position in the middle. Each description of the figure to be completed with the source or reference is marked with square brackets [...] on the opening and closing the source. Each table description comes with the source or reference, to indicate the location of the figure, use the number of the figure. Don't use the words below, above, the following, etc.



(One blank single space line, 10 point font)

Figure 1. Figure Title (Arial, 10, normal 1 space)

[Source: source writing starts and ends with square brackets]

(One blank 1,0 space line, 12 point font)

## References

References are written in sequence and all that is listed in the bibliography must be referred to in writing or paper. Source citations in the manuscript are written in brackets, for example: (Sihombing, 2007: 27).

## LAYOUT AND SPECIFICATIONS

### Specification

The writing of the manuscript uses Arial typeface for the entire manuscript, with the letter size as exemplified in this writing guide. Spacing is single and the contents of the text or text using the left-right alignment (justified).

### Page Size

The page size is A4 (210 mm x 297 mm). Page margins are 2.5 cm top and bottom. Specially for odd pages (or right side sheets in books) use a 3 cm margin and even pages (or left side sheets in a book) use a 3 cm margin, the rest follows the top-down margins.

### Script Layout

An easy way to make layouts is to use this guide directly.

### Headings

Leave a blank line between different chapters and between sub-chapters in the text.

## CONCLUSION

This guide has explained how the manuscripts/articles must be written and prepared for publication in International Journal of Travel, Hospitality and

Events. All incoming texts will go through a review process by International Journal of Travel, Hospitality and Events Reviewers. Articles that have been accepted will be published by the journal at <https://journal.polteksahid.ac.id/ijothe>, which is published three times a year.

## ACKNOWLEDGEMENT

Acknowledgement indicates sources of funding or help received in carrying out the research and/or preparing the manuscript if any.

## REFERENCES [no numbers and capital letters, Arial, 12pt, 1.0 space]

Write a bibliography using the following conditions;

- 1) Use at least 15 references and at least 50% of them are online journal articles.
- 2) Use references in the last decade at least at 30% of the total reference.
- 2) Use **Mendeley** citation software in citing the referenced source.
- 3) Use the standard writing of a bibliography based on APA Style (7<sup>th</sup> edition) method described as follows:

(Reference from the book)

Author, Initial/Title/First name. (Year). *Book title*. Edition. Place of publication: Publisher.

Redman, P. (2006). *Good essay writing: a social sciences guide*. 3rd ed. London: Open University in assoc. with Sage.

(Reference from journal articles)

Author, Initial. (Year). Article title. *Full journal title*, Volume number (Issue/Part number), page.

Boughton, J. M. (2002). The Bretton Woods proposal: an in-depth look. *Political Science Quarterly*, 42 (6), pp.564-78.

(References from newspaper articles)

Author, Initial. (Year). Article title. Full title of newspaper, date and month before page number and column row.

Slapper, G. (2005). Corporate management: new issues for lawyers. *The Times*, 3 Sep. p. 4b.

(Reference from the conference)

Author, editor or organization. (Year). Full title of the conference. Location, Date, Publisher: place of issue.

UNDESA (United Nations Department of Economic and Social Affairs). (2005). 6th Global forum on reinventing government: towards participatory and transparent governance. Seoul, Republic of Korea 24-27 May 2005. United Nations: New York.

(Reference from the conference paper)

Author. (Year). Full title of the conference. In: followed by the editor or the name of the organization, the full title of the conference. Location, Date, Publisher: place of issue.

Brown, J. (2005). Evaluating surveys of transparent governance. In: UNDESA (United Nations Department of Economic and Social Affairs), 6th Global

---

forum on reinventing government: towards participatory and transparent governance. Seoul, Republic of Korea 24-27 May 2005. United Nations: New York.

(Reference from the dissertation)

Author. (Year). Dissertation title. University place or address: University name.

Richmond, J. (2005). Customer expectations in the world of electronic banking: a case study of the Bank of Britain. Ph. D. Chelmsford: Anglia Ruskin University.

(Reference from Websites)

Source. (Year). Title of web page. (update date) URL: address/URL and details such as the date of access.

National Electronic Library for Health. (2003). Can walking make you slimmer and healthier? (Hitting the headlines article) [Online] (Updated Jan 16, 2005) URL: <http://www.nhs.uk.hth.walking> [Accessed on April 10, 2005].