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Judul Naskah

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(tuliskan nama penulis pertama, kedua, ketiga dan seterusnya)
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ABSTRAK
(ditulis dalam Bahasa Indonesia)
Abstrak ditulis dengan format font Palatino Linotype 11pt, cetak miring (italic), dengan spasi tunggal (single). Satu paragraf memuat Indikasi masalah, tujuan, metode yang digunakan dan hasil penelitian. Abstrak tidak boleh lebih dari 200 kata.

***Kata Kunci**: maksimal 5 kata kunci dan alfabetis (aaaa, bbbb, cccc, dddd, eeee)*

ABSTRACT
(ditulis dalam Bahasa Inggris)

Abstract is written in Palatino Linotype 11pt font format, italicized, single-spaced. One paragraph contains an indication of the problem, objectives, methods used and research results. Abstract should not exceed 200 words.

Keywords: *maximum 5 keywords and alphabetical (aaaa, bbbb, cccc, dddd, eeee)*

I. PENDAHULUAN

Pendahuluan ditulis dengan memuat latar belakang dan tujuan penelitian secara ringkas dan padat. Dukungan teori tidak perlu dimasukkan pada bagian ini, tetapi penelitian sejenis yang sudah dilakukan dapat dinyatakan.

II. KERANGKA TEORI

Literature review merupakan *state of the art* penelitian yang dilakukan, yaitu berisi konsep, teori yang mendukung penelitian, dan penelitian terdahulu yang menjadi acuan utama penelitian. Jika penelitian melakukan uji empiris, maka bagian ini sekaligus memuat alur pikir terbentuknya hipotesis.

III. METODE PENELITIAN

Metode penelitian merupakan prosedur dan teknik penelitian. Antara satu penelitian dengan penelitian yang lain, prosedur dan tekniknya akan berbeda. Kalau tidak berbeda, berarti penelitian itu hanya mengulang penelitian yang sudah ada sebelumnya. Tapi bukan berarti harus berbeda semuanya. Untuk penelitian sosial misalnya, populasi penelitian mungkin saja sama, tapi teknik samplingnya berbeda, teknik pengumpulan datanya berbeda, analisis datanya berbeda, dan lain-lain. Mohon diuraikan dengan jelas, bukan hanya mengopi dari penelitian lain. Bagian ini bisa dibagi menjadi beberapa sub bab, tetapi tidak perlu mencantumkan penomorannya.

IV. HASIL DAN PEMBAHASAN

Bagian ini memuat data (dalam bentuk ringkas), analisis data dan interpretasi terhadap hasil. Gunakan teori dan hasil penelitian sebelumnya pada bagian ini untuk interpretasi, tentu saja bukan dengan *copy and paste,* tapi dengan penyesuaian kalimat sebagai interpretasi. Jika dilihat dari proporsi tulisan, bagian ini harusnya mengambil proporsi terbanyak, bisa mencapai 50% atau lebih. Bagian ini bisa dibagi menjadi beberapa sub bab, tetapi tidak perlu mencantumkan penomorannya.

Tulisan “Tabel” atau “Gambar” beserta nomornya diletakkan satu baris sendiri. Judul tabel ditulis di tengah (*sentence case)* diletakkan di atas tabel, dengan jarak spasi tunggal (*single*) dari tabel. Tabel harus dalam format tabel MS Word (tidak boleh dalam bentuk gambar

seperti *copy paste* dari SPSS atau Excel). Penulisan sumber tabel diletakkan di bawah tabel dengan ukuran font 10pt.

Gambar sebaiknya dalam format JPEG. Judul gambar diletakkan di bawah gambar (setelah gambar) dengan jarak spasi tunggal (*single*) dari gambar. Penulisan sumber gambar diletakkan setelah judul gambar dengan jarak spasi tunggal (*single*) dengan ukuran font 10 pt.

Semua jenis Simbol menggunakan simbol standar yang ada di Word Processor (bagi pengguna MS Word ada di bagian Insert Symbol).

Semua jenis rumus ditulis menggunakan *Mathematical Equation* (bagi pengguna MS Word ada di bagian Insert => Equation), termasuk pembagian/fraksi, Zigma, Akar, Matriks, Integral, Limit/Log, Pangkat, dsb.

V. SIMPULAN DAN SARAN

Bagian ini memuat simpulan dan saran. Simpulan dan saran dapat dibuat dalam sub bagian yang terpisah. Simpulan menjawab tujuan, bukan mengulang teori, berarti menyatakan hasil penelitian secara ringkas (tapi bukan ringkasan pembahasan). Saran merupakan penelitian lanjutan yang dirasa masih diperlukan untuk penyempurnaan hasil penelitian supaya berdaya guna. Penelitian tentunya tidak selalu berdaya guna bagi masyarakat dalam satu kali penelitian, tapi merupakan rangkaian penelitian yang berkelanjutan.

DAFTAR PUSTAKA

Bagian ini hanya memuat referensi yang benar-benar dirujuk; dengan demikian, referensi yang dimasukkan pada bagian ini akan ditemukan tertulis pada bagian-bagian sebelumnya. Penulisan daftar pustaka menggunakan APA 6th Edition (APA Guide 2017) *referencing style*. Referensi yang digunakan harus dalam rentang 5-7 tahun terakhir. Referensi penulisan artikel 80% harus primer (jurnal).
Sistematika penulisannya adalah:

- Menurut abjad.
- Tidak perlu dikelompokkan berdasarkan buku, jurnal, koran, ataupun berdasarkan tipe publikasi lainnya.
- Sistematika penulisan untuk buku: nama penulis pertama (nama akhir, *first name* disingkat), nama penulis kedua (nama akhir, *first name* disingkat) dan seterusnya. (Tahun publikasi). *Judul buku*. Kota, negara: penerbit.

Oshima, H.T. (1987). *Economic growth in Monsoon Asia: A comparative survey*. Tokyo: Tokyo University Press.

- Sistematika penulisan untuk jurnal: nama penulis pertama (nama akhir, *first name* disingkat), lalu nama penulis kedua (nama akhir, *first name* disingkat) dan seterusnya). (Tahun publikasi). Judul tulisan. *Nama Jurnal*, volume, nomor, halaman. Artikel yang memiliki DOI, maka harus dicantumkan sesuai contoh berikut:

Tan, P.P., Galagedera, D., & Ting, S.S. (2015). Modelling price movement in trading volume-volatility relations. *Malaysian Journal of Economic Studies*, *52*(2), 135-156.

Cheung, J. M. Y., Bartlett, D. J., Armour, C. L., Laba, T. L., & Saini, B. (2018). To drug or not to drug: A qualitative study of patients' decision-making processes for managing insomnia. *Behavioral Sleep Medicine*, *16*(1), 1-26. doi:10.1080/15402002.2016.1163702

Conference paper:

Williams, J., & Seary, K. (2010). Bridging the divide: Scaffolding the learning experiences of the mature age student. In J. Terrell (Ed.), *Making the links: Learning, teaching and high quality student outcomes.* Proceedings of the 9th Conference of the New Zealand Association of Bridging Educators (pp. 104-116). Wellington, New Zealand.

- Sistematika penulisan untuk skripsi/tesis/disertasi: nama penulis pertama (nama akhir, *first name* disingkat). (Tahun lulus). Judul. (Keterangan skripsi/tesis/disertasi). Institusi, kota.

Skripsi/Tesis (print)

Johnson, S. (2013). Style strategies (Master's thesis). UCOL, Whanganui School of Design, Whanganui, New Zealand.

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Mann, D. L. (2010). Vision and expertise for interceptive actions in sport (Doctoral dissertation, The University of New South Wales, Sydney, Australia). Retrieved from http://handle.unsw.edu.au/1959.4/44704

- Sistematika penulisan untuk artikel dari internet: nama penulis pertama (nama akhir, *first name* disingkat), nama penulis kedua (nama akhir, *first name* disingkat) dan seterusnya. (Tahun). Judul tulisan. Retrieved from alamat situs.

  Cox, J. (2019). *Companies are warning that earnings results are going to be brutal*. Retrieved from https://www.cnbc.com/2019/07/01/companies-are-warning-that-earnings-results-are-going-to-be-brutal.html

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  Matthews, L. (2011, November 23). Foodbanks urge public to give generously. *Manawatu Standard*, p. 4.

PERHATIAN:

1. **Artikel harus diketik dengan MS Word, file dalam bentuk doc atau docx, BUKAN PDF**
2. **Rereferensi berupa artikel jurnal diupayakan terbitan terkini, tahun terlama adalah 2014**
3. **Referensi berupa buku, tahun terlama adalah tahun 2015**

TITLE

[1]First author's Name, [2]Second author's Name, [3]Third Author's name
(Write down first, second authour's name and so on)
[1]First author's institution, [2]Second author's institution, [3]Third author's institution
[1]First author's email address, [2]Second author's email address, [3]Third author's email address
**Corresponding author:*

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Abstract

Abstract is written in Palatino Linotype 11pt font format, italicized, single-spaced. One paragraph contains an indication of the problem, objectives, methods used and research results. Abstract should not exceed 200 words.

***Keywords**: up to 5 keywords and alphabetical (aaaa, bbbb, cccc, dddd, eeee)*

INTRODUCTION

Introduction contains a brief research background, and purpose. Theories that support the study does not need to be included in this section, but similar research that has been done can be stated here.

LITERATURE REVIEW

Literature review is a state of the art of the research that is conducted, which contains concepts, theories that support the research, and previous research which become the main reference for the research. If the research conducts empirical tests, then this part also contains the mindset for the hypothesis.

RESEARCH METHOD

The research method is the research procedure and technique. Between one study and another, the procedures and techniques will be different. If it is not different, it means that the research only repeats pre-existing research. But that does not mean everything has to be

different. For social research, for example, the study population might be the same, but the sampling technique is different, the data collection technique is different, the data analysis is different, and many more. Please explain clearly, do not just copy them from other research. If you want to determine in what category your research is, please pay attention well, and do not just copy from other research. This chapter can be divided into several sub-chapters, but you do not need to include the numbering.

RESULTS AND DISCUSSION

This chapter contains data (in brief writing), data analysis and the interpretation of the result. Use theories and the results of the previous research in this chapter to interprate the result, of course not by copying and pasting, but by writing appropriate sentences as the interpretation. Seen from the writing proportion, this chapter should take the most portion—up to 50% or more. This chapter can be divided into several sub-chapters, but you do not need to include the numbering.

Captions for "Table" and "Figure" along with the following number is written in one line. The title of tables should be centered (sentence case) above the table body using *single* spacing line. Tables should be in Ms. Word-table format (not in form of picture as the copy paste of SPSS or Excel). The source of the table is written below the table in center alignment with font size of 10 pt.

Figures are best put in the format of JPEG. The title of the figure is written below the figure (after the figure) using *single* spacing line. The source of the figure is written after the figure title using *single* spacing line in center alignment with font size of 10 pt.

All the symbols use standard symbols in Word Processor (for MS Word users, there is menu Insert □ Symbol)

Every kind of formula is written with Mathematical Equation (for MS Word users, there is menu Insert => Equation), including Division, Zigma, Square Root, Matrix, Integral, Limit/Log, Square, etc.

CONCLUSION AND SUGGESTION

This chapter contains conclusion and suggestion. The conclusion and the sugestion can be written in different sub-chapters. Conclusion answers the purpose of the research, does not repeat the theories, and states the result of the research briefly (not a brief discussion). Suggestion is about further research which need to be conducted to complete the research

result in order to make it more useful. A research is not always useful for society if it is conducted once, but a series of research wich go on may be needed.

REFERENCES

This chapter contains merely references that are really used; thus, references included here can be found in previous chapters. The bibliography uses the APA 6th edition (APA Guide 2017) referencing style. References used should be within the last 5-7 years. 80% of the references should be from primary resources (journals).

Write.The systematics of writing are:

- The list of references must be written alphabetically.
- They do not need to be categorized based on the form of books, journals, or another kind of publication.
- The writing system for books: the name of the author (the last name comes first, then the first name and so on). (The year of publication). *The Title of the Book*. The Publisher, the City.

Oshima, H.T. (1987). *Economic growth in Monsoon Asia: A comparative survey*. Tokyo: Tokyo University Press.

The writing system for journals: the name of the author (the last name comes first, then the first name and so on). (The year of publication). The Title. *The Name of the Journal*. Volume, the journal number. If you have the DOI for the journal article, you should include it in the reference, otherwise, it is not necessary.

Tan, P.P., Galagedera, D., & Ting, S.S. (2015). Modelling price movement in trading volume-volatility relations. *Malaysian Journal of Economic Studies*, *52*(2), 135-156.

Cheung, J. M. Y., Bartlett, D. J., Armour, C. L., Laba, T. L., & Saini, B. (2018). To drug or not to drug: A qualitative study of patients' decision-making processes for managing insomnia. *Behavioral Sleep Medicine*, *16*(1), 1-26. doi:10.1080/15402002.2016.1163702

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high quality student outcomes. Proceedings of the 9th Conference of the New Zealand Association of Bridging Educators (pp. 104-116). Wellington, New Zealand.

- The writing system for undergraduate thesis/master thesis/dissertation: The Name of the Author (the last name comes first, then the first name and so on). The year of graduation. *The Title* (The Information of undergraduate thesis/master thesis/Dissertation). Institution, the city, the country.

Undergraduate/Master Thesis/Dissertation (print)

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- The writing system for an article from the internet: The name of the author (the last name comes first, then the first name and so on). (Year). The Title. Website.

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- The writing system for an article on newspaper/magazine: The name of the author (the last name comes first, then the first name and so on). (Year of Publication, date). The Title. The Name of the Newspaper. page

Matthews, L. (2011, November 23). Foodbanks urge public to give generously. *Manawatu Standard*, p. 4.

ATTENTION:

1. **Articles must be typed in MS Word, files in doc or docx form, NOT PDF**
2. **References in the form of journal articles are sought for the latest publications, the oldest year is 2014**
3. **Reference in the form of books, the oldest year is 2015**