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Abstract: An abstract is a comprehensive summary of the paper. In this section, the author(s) provides brief description of **research aims, method, and result** as well as **conclusion**. An abstract, in English, should appear on the top of the first page, after the name(s) of the author(s) and the information of the author(s)' affiliation. Abstract is commenced with the word Abstract (in bold) followed by colon. Abstract is a single paragraph, without indentation, that summaries the key points of the paper in 200 to 250 words. In other words, abstract should reflect the whole paper. Avoid quotation and citing references in the abstract. The abstract will be included in the programme book of AISOFOLL and the book will be disseminated to all of the symposium participants. Thus, it is an opportunity for the author(s) to promote their paper and attract the symposium participants to read their full paper in the symposium proceeding.

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INTRODUCTION
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This section should discuss in-depth the research background, theories pertinent to the research and preliminary data justifying the urgency in solving a problem, problem identification, problem formulation, research purpose as well as advantages. A background should reflect expectation and reality. A background fundamentally describes the condition or situation underlying the research; in that there is a gap between the reality and what is expected from the existing condition.

The literature review presented in this section should be written in detail and comprehensively. It should contain the latest references (see the reference section for detailed description). All references used in this section must be made in compliance with A.P.A.

METHODS

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This section clearly explains the types of research conducted. Moreover, the author(s) needs to explain the steps taken in the research and refers them to the related theories. The author(s) should also explain the data collection techniques and research instruments (including validity and reliability of the instrument). Further, description of the research subjects or objects is provided in this section. If applicable, population and sampling techniques should also be described.

FINDINGS AND DISCUSSION

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This section presents the detailed results of the research clearly. Moreover, analysis and generalisation of the research results are described in this section. It should also include the theories supporting the data analysis results. The numbers presented in this section should be interpreted and connected to the research purpose.

Tables and figures should be placed close after their first reference or close to the location of their first mentioned in the text. Table headings are centred above the table, whilst, figure captions are centred below the figure. Table headings and content as well as figure captions are to be written in Times New Roman size 10, single space. All tables and figures must be orderly numbered as follows: Figure 1, Figure 2, Table 1 and Table 2. The following are the examples for Table 1 and Figure 1.

Table 1. Number of Survey Respondents by Educational Background

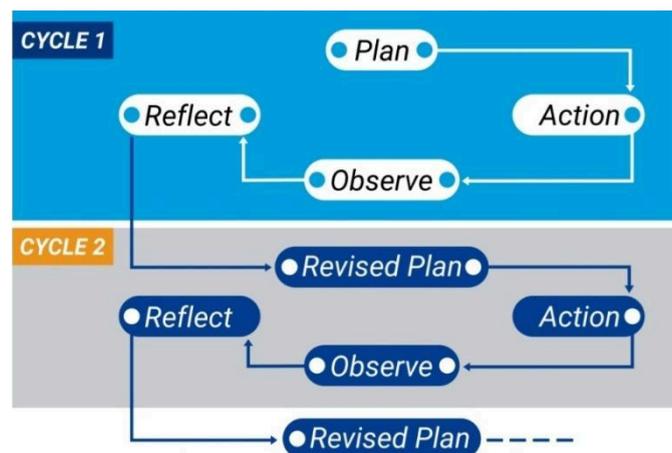| No.	Educational Background	Number of Respondents
1	Bachelor's Degree	750
2	Master's Degree	535
3	Doctoral Degree	215
Total Number		**1,500**

Figure 1. Cycles of Classroom Action Research (adapted from Kemmis & McTaggart model)

Do not write the caption on the figure. Minimum figures' resolution is 200 dpi. Tables and figures which are not cited in the text should not be presented.

CONCLUSION
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This section presents concise conclusion of the main points of the paper and the author(s)'point of view on the research results. In addition, the author(s) should include the evidence and quantitative data obtained from analysis results.

ACKNOWLEDGEMENTS
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This section is the final part of the paper before reference. This is where author(s) extend their gratitude to the person or institution supporting them in the presentation by awarding research grant.

REFERENCES
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All sources in the reference list must be accurately cited in the main text using A.P.A. 7th Edition in-text citation style. This requires the inclusion of the author's last name and year of publication, either in narrative form (e.g., Coppola, 2023) or in parentheses (e.g., (Coppola, 2023)). For direct quotations, page numbers must also be provided (e.g., Coppola, 2023, p. 37).

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Sukhodolov, Y.A. (2019). The notion, essence, and peculiarities of industry 4.0 as a sphere of industry. In Popkova, E.G., Ragulina, Y.V., & Bogoviz, A.V. (eds.), *Industry 4.0: Industrial Revolution of the 21st Century* (pp. 3—10), Studies in Systems, Decision and Control 169. Springer.

Whole authored book
Coppola, S. (2023). *Literacy for all: A framework for anti-oppressive teaching*. Taylor & Francis.

Skerrett, A., & Smagorinsky, P. (2022). *Teaching literacy in troubled times: Identity, inquiry, and social action at the heart of instruction.* SAGE Publications.

Conference
Conference presentation
Godwin-Jones, R. (2022, October 27—78). *Language learning today: Where is technology leading us? What does it mean for foreign language teachers? New trends in the field of* [Conference presentation]. The 13th AISOFOLL, Jakarta, Indonesia. https://www.youtube.com/watch?v=uafJMxDF3zU

Abstract of a conference presentation

Harwood, N. (2022, October 27—78). *New trends in the field of materials development* [Conference presentation]. The 13th AISOFOLL, Jakarta, Indonesia. http://aisofoll.qiteplanguage.org/13thproceeding/

Journal article:

Kim, S., Raza, M., & Seidman, E. (2019). Improving 21st-century teaching skills: The key to effective 21st-century learners. *Research in Comparative and International Education, 14* (1), 99—117. https://doi.org/10.1177%2F1745499919829214

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APPENDICES
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