
**Article title in sentence case, maximum 12 words
(Georgia, 14pt Bold, Single-spaced)**

Author^{1*}, Author², etc. (Georgia 12, Bold, Single-spaced)

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Abstract

Background: The abstract should be written in Georgia 10 font, containing 200–250 words. Use single spacing and remove space after paragraphs. The abstract should include background, research objectives, methods, research results, and conclusions. The background should be briefly described as an introduction to the abstract.

Purpose: The research objective must be clearly stated.

Methods: The methods section should include the type of research, approach, sample or informants, data collection methods, and data analysis.

Results: The results should be concise and clear.

Conclusions: The conclusion must address the research objective. The abstract must not contain citations or ambiguous sentences. Foreign terms, abbreviations, or words from local languages should be briefly explained in parentheses.

Keywords:

Three to five words or phrases
Represents the research theme

To cite this article:

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INTRODUCTION

The manuscript should be typed using Georgia font, size 12, with 1.15 line spacing. Each paragraph should contain a maximum of four sentences, and the total word count should range between 5,000 and 7,000 words in .doc format. Foreign or local terms should be italicized and followed by their Indonesian equivalent or a brief explanation in parentheses.

The introduction should include the background of the problem, a literature review that supports the statement of scientific novelty, a clear statement of the novelty, problem formulation, hypothesis (if any), and research objectives. The introduction must be written as a single section without subheadings. The entire article should be presented in essay format, meaning there should be no numeric or alphabetical formatting to separate sections or indicate new parts. If numbering or bullet points are necessary, they should be integrated into the paragraph as follows: (1) one, (2) two, and (3) three.

All book citations must be included in-text and listed in the references. In-text citations should follow this format: (Author's last name, year: page) or (Author's last name, year). For example, for a single author book: (Yanto, 2017); for up to five authors in a proceeding: (Wilson, Grizzle, Tuazon, Akyempong, & Cheung, 2011); for a journal: (Yusup, Subekti, & Rohanda, 2016); and for six or more authors: (Lin et al., 2010). For institutional or organizational citations: (UNESCO, 2017). Direct quotations should be enclosed in quotation marks, for example: "....." (Fadly, Piyu, & Rindra, 2020), or Adinda (2018) stated that "....." Indirect quotations should be paraphrased, for example: the research by Michael and William (2015) shows that.... Footnotes are only allowed for interviews.

The article must be the original work of the author(s) and must not have been published elsewhere. The manuscript

should be presented narratively (without numbering before section titles), and the use of subheadings should be avoided.

Please pay attention to sentence structure (Subject, Predicate, Object, and Description) in both active and passive voice. When constructing sentences or paraphrasing, avoid using words such as what, where, how, why, which, unless followed by a question mark. The manuscript should reflect completed scientific work, so avoid uncertain expressions such as possibly, maybe, perhaps, if only, and similar terms. Words like therefore, which, because, whereas, thus, in, for, not should not be used at the beginning of a sentence. These words may only appear in direct quotations or verbatim statements from informants

RESEARCH METHODS

The research method section of the article should explain the type of research, research subjects and objects, time and location of the study (omit location if it is a literature review), research instruments, sampling techniques, data collection methods, and data analysis procedures.

Compile informant data in a table. Mention the initial of the informants' full name, mention the role in research, and mention the order of informants in the research article.

RESULTS AND DISCUSSION

The results section presents the main findings of the research. The presentation of results and discussion should be systematic, including only data or information relevant to the research objectives. The discussion explains the findings obtained from the research.

The author should organize, analyze, evaluate, interpret, and compare the

findings with previous research. Consistency must be maintained throughout the article, from the title to the references.

Tables and figures must be accompanied by adequate explanations and include a number and title. Table numbers and titles should be placed above the table, while figure numbers and titles should be placed below the figure. Each table or figure must include a source below it. Tables should be formatted without vertical borders and use Sylfaen font. Figures must be in greyscale with a resolution of more than 300 dpi and submitted as separate files from the manuscript.

Data presented in tables or figures must be accompanied by narrative text and presented in an easily understandable format. Do not repeat in detail the data already presented in tables or figures. Below is an example of a table:

Table 1. Table Name (Georgia 10 Bold)

Aaaa Aaaa (Georgia 10 Bold)	Bbbb Bbbb (Georgia 10 Bold)
One	1
Two	2
Three	3
Four	4
Five	5

Source: Research findings, 2022

Example of a Figure:



Figure 1. Title of Image, Diagram, Flowchart
(Sylfaen 10 Bold)
Source: Research findings, 2022

If the discussion includes quotes from informants, they should be indented one tab to the right and single-spaced. A maximum of 7 direct quotes from

interviews may be included, each enclosed in quotation marks. Example:

“Yes, that’s right, I participated in the event last year. It was a great success. The event was also managed by a very experienced team.” (Informant 1, interview, date month year)

Avoid using subheadings in the results and discussion section. The entire content should be written in essay format, without numeric or alphabetical formatting to separate or indicate new sections.

CONCLUSION

The conclusion should provide a clear and concise narrative answer to the research questions and objectives. Conclusions should be written in a single paragraph, not in bullet points, and should not be expressed using statistical language. At the end of the conclusion, the author may include the limitation of the research and recommendations for future research based on the findings.

REFERENCES

The reference list should be arranged alphabetically, without numbering, and should not be separated by source type (books, online sources, etc.). The formatting must follow the **American Psychological Association (APA) 6th Edition** style. Authors are encouraged to use citation management software such as **Mendeley, Zotero, EndNote**, or other similar tools when compiling the reference list.

Only sources cited in the article should appear in the reference list—not all materials read by the researcher. A minimum of **15 references** is required, with sources published within the **last 10 years**. At least **80% of the references must be primary sources** (e.g., journals, theses, dissertations, or conference proceedings), or **60% must be journal articles** from the total number of

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- Lin, S. C., Yanto, H. A., Chen, C. C., Chen, Y. W., Wang, S. Y., & Asme. (2010). Establishment and safety evaluation of a removable experiment platform for VAWT. *Proceedings of the Asme 10th Biennial Conference on Engineering Systems Design and Analysis*, Vol 1. Amer Soc Mechanical Engineers.
- UNESCO. (2017). *Education for sustainable development goals and learning objectives*. Paris: UNESCO.
- Wilson, C., Grizzle, A., Tuazon, R., Akyempong, K., & Cheung, C.-K. (2011). *Curriculum for teachers*. Paris: UNESCO.
- Yanto, A. (2017). *Pengantar ilmu perpustakaan*. Bandung: Unpad Press.
- Yusup, P. M., Subekti, P., & Rohanda. (2016). Pemetaan jenis dan ruang lingkup pencarian informasi pekerjaan penduduk miskin pedesaan. *Jurnal Kajian Informasi & Perpustakaan*, 4(2), 91–112. <https://dx.doi.org/10.24198/jkip.v4i2.8426>