THE INFORMATION OF EDITORIAL POLICIES JDM
(JURNAL DINAMIKA MANAJEMEN)
THE FACULTY OF ECONOMICS
AND BUSINESS
UNIVERSITAS NEGERI SEMARANG

Jurnal Dinamika Manajemen (JDM) is a journal published by Management Department, the Faculty of Economics and Business, Universitas Negeri Semarang. JDM publishes twice in a year (on March and September) consisting 12 articles and accepting articles in the fields of financial, human resources, marketing, operation, strategy management and management information system with the standard of research method for publication. The articles can be written by researchers, academics, practitioners, and observers in the field of Management who are interested to research in Management area.

GENERAL GUIDE

1. All manuscripts must be submitted through JDM (Jurnal Dinamika Manajemen) Online Submission E-Journal Portal (jdm.unnes.ac.id)
2. The author submitting a manuscript do have understanding that if the corresponding paper is accepted, then the copyright will be assigned to JDM (Jurnal Dinamika Manajemen) Faculty of Economics and Business Universitas Negeri Semarang as publisher of the journal. To do so, we obliged the author to submit the **signed Copyright Transfer Agreement (CTA) form** (we expect author to download the document, and then scan and upload it after signed)
3. The article is original guaranteed by the writer and is not published by the other journals/ proceedings.
4. The statement of contribution toward the development of science and technology is from the new findings/ideas/opinions which prioritize the current primary references at the latest ten years. We expect the author **to clearly give a statement of novelty** within introductory section. (e.g. there are few numbers of research….; the novelty of this research…; etc.)
5. The review process is conducted in a double-blind review process with the peer group system, which is reinforced by the qualified reviewers in their field.
6. The article is written according to the rule of JDM and an editorial team reserves the right to revise the style of writing with a note that it does not change the intent and quality of the article.
7. Questionnaires and other instruments. Manuscript articles that use primary data research or experimentation must also include the survey document as the supplementary document.
8. Authors are obliged to send the results of data processing as well as tables and the original image file via email.
9. Results of the assessment possibilities articles can be:
   a. Accepted with minor revisions.
   b. Received with major revisions.
   c. Suggested sent to another appropriate journal.
   d. Rejected.

SPECIAL GUIDE

A. The Writing Guidance

1. The article is well-written in English. The writing of foreign language is italicized. Typed in single space for the abstract, content, and references. Written by font Times New Roman (TNR) 12pt size and indent for paragraphs is 1cm.
2. The paper size is A4 (210 x 297 mm), it is two columns and the page setup is: top margin 2.5cm; bottom margin 2.5 cm; left margin 2.25cm and right margin 2.25cm.
3. The font size for the title is TNR 14pt; it is capitalized, bolded, and left justified.
4. After the title, it is followed by the author (without the title). It is TNR 12pt, capitalized each word, bolded, and left justified.
5. Under the author, it is the institution and the email at TNR 12pt, capitalized each word, without bolded and left justified.
   For example: Faculty of Economics and Business, Universitas Negeri Semarang, Semarang, Indonesia.
6. Correspondence address of author is listed on the left under Indonesian abstract for articles in English, accompanied by a corresponding email address.
   For example: Kaliurang KM. 14,5 Sleman, Yogyakarta
   E-mail: ratihkk@yahoo.co.id
7. The font size for the sub-part in the article is TNR 12pt, capitalized each word, bolded and left justified and without any bullet and numbering.
8. Table.
   All table form as an example. Table title is placed on the table with left justified; For example: **Table 1**. Production Data and Market Share.
   In the table, if decimal, then 3 numbers after the comma: for example .889 (does not use 0 in front of comma)

Table 1. Production Data and Market Share

Production	Budget	Actual	Differences
Processing Materials	445.000 Ton	340.000 Ton	23,60%
Output	422.750 Ton	323.000 Ton	23,60%
Market Share (%)	2004	2005	2006
X	30	35	35
Y	35	30	25
Z	20	20	30
Others	15	15	10

Source: Data Processed (2023)

9. Figure
   Writing the title of figures and graphics placed under the pictures with left justified.

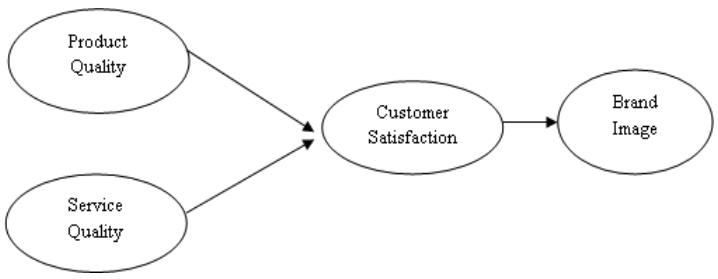


Figure 1. Framework of Thinking

10. The total page does not exceed 25 pages, including the references and appendices (if any).

B. The Article Systematic

The article systematic includes: the title; the identity of the author (without a title); abstract; keywords; introduction (without sub-sections), method; result and discussion; conclusion and recommendation; and references. While discussion about the literature review and previous studies included in the introduction or result and analysis.

C. The Article Format

1. **Title**. The title must be interesting, specific, and informative, which is measured by directness in writing.
2. **The author's identity**. It includes the author's name (without the title), the institution, correspondence address, and the email.
3. **Abstract**. It is written in 150-200 words, in two languages; Bahasa Indonesia and English. Abstract in English is written first and then abstract in Bahasa Indonesia. The abstract should include the manuscript's purpose, methods, findings, and conclusion.
1. **Keywords**. The keywords should be written in English. Keywords should be chosen carefully and be able to reflect the concepts/variables contained in the article, with the number of three to five keywords. Keywords are separated by commas and begin with uppercase letters. Keywords are sorted alphabetically.
4. **Introduction**. It is the state of arts of the research, which consists of the background of the study, the motivation of the study, the theories, and the objectives of the study. It is written in the form of a paragraph.
5. **Method**. It consists of the research design (the method, the data, the data source, the data collecting technique, the data analysis technique, the variables measurement) that written in the form of paragraph.
6. **Result and Discussion**. Contains the results of an empirical or theoretical study written by a systematic, critical, and informative analysis. The use of tables, images etc. only to support or clarify the discussion and is confined only to support a substantial information, eg, tables of statistical tests, the results of model testing etc. Discussion of results should be argumentative regarding the relevance of the results, theory, previous research, and empirical facts, as well as demonstrating the novelty of the findings.
7. **Conclusion and Recommendation.** It consists of the conclusion, clarity of new findings, new theories and the possibility of the future research development.
8. **References**. The degree of sophistication of materials referred to in the span of 10 years. The references are expected to be 80% of the primary sources originating from national and international journals. Write references that really referenced in the article and arrange it in alphabetical. Writing citations that are referenced in the script should use reference applications (reference manager) such as Mendeley, Endnote,

Zotero, Reffwork and others. Also, the format for the references uses the referencing style from **American Psychological Association (APA)**

Example of references:

For academic journals:

Toby, A. (2006). Empirical Study of The Liquidity Management Practices Oof Nigerian Banks. *Journal of Financial Management & Analysis*, *19*(1), 57-70.

Utomo, B. S. (2012). Model Peningkatan Kinerja Inovatif Dalam Konteks Teknologi Informasi. *Jurnal Dinamika Manajemen*, *3*(2), 132-138.

Garriga, E., & Melé, D. (2004). Corporate Social Responsibility Theories: Mapping the Territory. *Journal of Business Ethics*, *53*(1-2), 51-71.

For books:

Luthans, F. (2011). *Organizational Behavior: An Evidence-Based Approach*. United States: McGraw-Hill.

Ferdinand, A. (2014). *Metode Penelitian Manajemen Pedoman Penelitian untuk Penulisan Skripsi, Tesis, dan Disertasi Ilmu Manajemen*. Semarang: Undip Press.

For papers in seminars:

Nugroho, W. S. 2010. Pengaruh Mekanisme *Corporate Governance* terhadap Manajemen Laba di Bursa Efek Indonesia. *Prosiding.* Disajikan Dalam Seminar Akbar Forum Manajemen Indonesia "Management Future Challenges", Fakultas Ekonomi dan Bisnis Universitas Airlangga, Surabaya, Indonesia, 02 -03 November 2010.

Rozemeijer, F. A & Van Weele, A. J. 2005. Making the Most of Corporate Purchasing: Understanding Organizational Behaviour, in Calvi, R. and Merminod, N., Researches in purchasing and supply management, *Proceedings.* Presented at the 14th IPSERA Conference, Archamps, France. 893-903.

For unpublished thesis or dissertation:

Dwipayana, K. 2011. Dampak Peristiwa Pengesahan UU No 25 Tahun 2007 Tentang Penanaman Modal pada Harga Saham di Bursa Efek Indonesia. *Unpublished Thesis.* Surakarta: Universitas Sebelas Maret.

Masitho, Nurul, 1998. Pengaruh Unsur-unsur Motivasi Kerja terhadap Prestasi Kerja karyawan Operasional pada Perusahaan Sepatu yang Go Publik di Jawa Timur. *Unpublished Thesis*. Surabaya: Program Pascasarjana Universitas Airlangga.

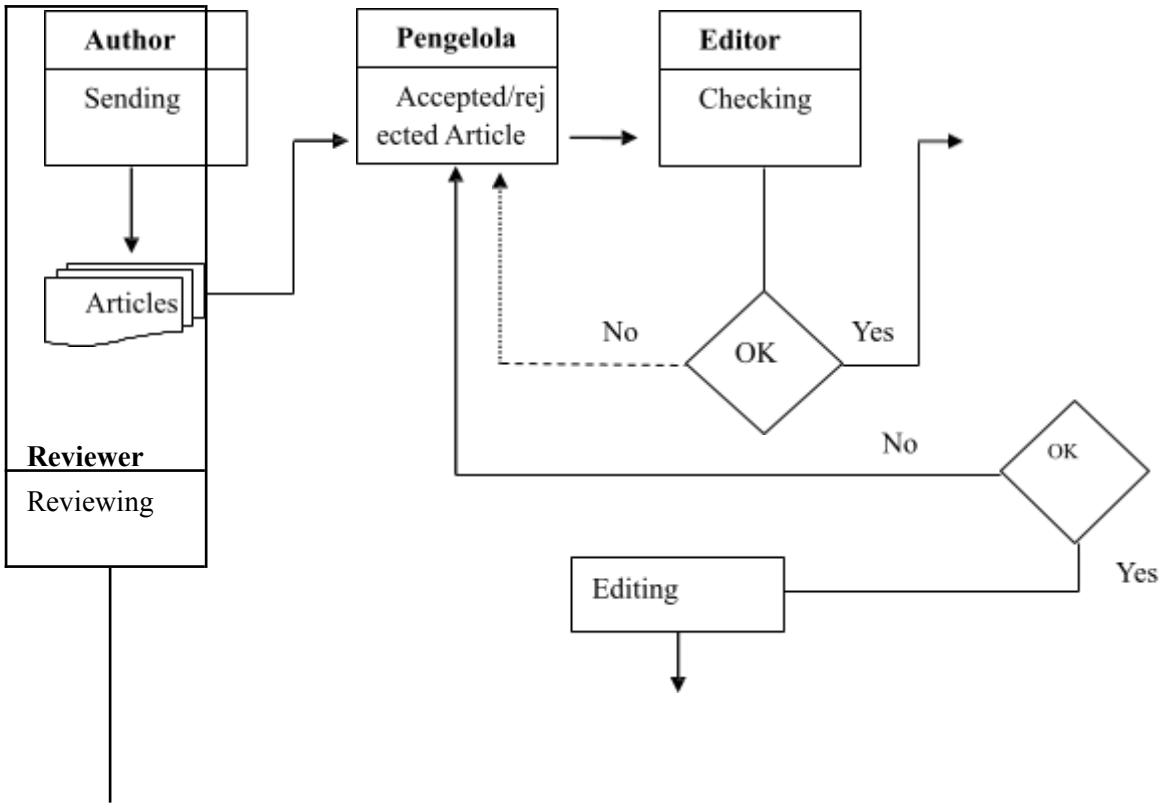
For internet sources:

Endra. 2014. *Pola Kecenderungan Memetakan Potensi CSR di Indonesia.* Available at: http://lingkarlsm.com/pola-kecenderunganmemetakan-potensi-csr-di-indonesia/. 30 Maret 2015.

Government official documents:

Undang-Undang Republik Indonesia Nomor 40 tahun 2007 tentang Perseroan Terbatas pasal 74 ayat 1.

MANUSCRIPT MANAGEMENT SYSTEM DESIGN OF JURNAL DINAMIKA MANAJEMEN



Design/Setting