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Title of Paper in Title Case Format in Size 18

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Abstract. Text in size 10, with a 0.5" margin on both sides. All text must be written in Book Antiqua script. Page size A4. Top/Bottom: 1.2 feet; Left/Right: 1.4 inches. One line spacing throughout. Other than the abstract, section titles, references, and title, all other text is in size 11. Abstract and Keywords must be written in bold. Following the term Abstract with a period and Keywords with a colon. The text for the abstract must follow the term Abstract on the same line. Text in size 10, with a 0.5" margin on both sides. All text must be written in Book Antiqua script. Page size A4. Top/Bottom: 1.2 feet; Left/Right: 1.4 inches. One line spacing throughout. Other than the abstract, section titles, references, and title, all other text is in size 11. Abstract and Keywords must be written in bold. Following the term Abstract with a period and Keywords with a colon. The text for the abstract must follow the term Abstract on the same line. One paragraph should comprise the abstract.

Keywords: Keywords must be separated by commas; there can be no more than 5 keywords; multiple-word keywords are permitted; no keyword can contain more than three words; acronyms are not permitted.

Introduction [Titles of main section in 12-bold]

The section uses 12 pt, Times New Roman font type, single space. The length of the article is approximately 20 pages including all pictures, tables, references, etc. Introduction covers the background and purpose of the study, and review of approach and theory(s) used.

The introductory section contains the problems or concepts or results of previous research which is the basis for conducting research or theoretical

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studies. The introduction should also explain the background and why the research topic is important to do and at the end of the introduction explains the purpose of the research or writing. The theories used can be written together in the Introduction by giving the subheading.

Quotation that consists of more than three lines uses Times New Roman font type, 12 pt, single space. Quotation in languages other than English is written in italic and should be provided with the translation. (Last Name, Year) (Quote Style)

Subheading

The section uses 12 pt, Times New Roman font type, single space

Heading is the title for each section in a journal article such as introduction, method/sub title, results and discussion and conclusion. All headings are written in 12pts Time New Roman font. Each first letter of the word in the heading is written in capital letters, not numbered and in bold with the position on the left. If there are subtitles from the headings, they are numbered and arranged in the following order: 1,2,3; 1),2),3); (1), (2), (3); a, b,c.

Subheading

The section uses 12 pt, Times New Roman font type, single space

All written text is written using Time New Roman font size 12 pts with 1 spacing. The beginning of the paragraph is indented. The abbreviation for the first time it appears in the text must be followed by the abbreviation. For further, just write the abbreviation. Latin writing is written in italics. Numbers from zero to nine are written in words. If the table or picture is quoted, then the narrative is written using a capital letter, for example: Table 3, Figure 3.

Method [12-bold]

The section uses 12 pt, Times New Roman font type, single space

The method must explain the stages of the research in detail and clearly, including the research method and design as well as the instrument or measuring instrument used. Specifically for theoretical study articles, this section contains subtitles (the number of subtitles is adjusted to the needs).

Subheading

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Findings and Discussion [12-bold]

The section uses 12 pt, Times New Roman font type, single space

This section presents information about the findings and results of the study. Data about research results can be presented in the form of tables, pictures or graphs that are given information.

The procedure for writing the table will be explained separately. This section also provides a discussion that explains the relationship between research results and theory, research objectives, and comparisons with other published studies. The discussion also explains the implications or contributions of findings to science.

Data excerpts (conversation extracts, etc.) follow this format:

Courier New font type, 9 pt, single space. Courier New font type, 9 pt, single space. Courier New font type, 9 pt, single space. Courier New font type, 9 pt, single space.

Table Caption (Times New Roman/TNR 12 pt)

Title	**Title**	**Title**
Table (TNR 11 pt)	Table	Table
Table	Table	Table
Table	Table	Table
Table	Table	Table

Conclusion [12-bold]

Page number in italics and size 10 in the top right corner of the page. The size of the headers and footers must be 0.5". The following text needs to appear in the footer, *"@2018 The author (or authors depending on the number of authors) and journal.upgris.ac.id. All rights reserved.*". The footer font size is 10 points, italicized, and left-aligned. All text must be written in Book Antiqua script. Do not modify the footer in any way.

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During the preparation of this work the author(s) used [NAME TOOL / SERVICE] ex.ChatGPT in order to [REASON]. After using this tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the publication

Acknowledgements

This section expresses its gratitude to those who have a role in conducting research activities, for example the laboratory where the research is conducted. The role of donors or those supporting research is briefly mentioned. Lecturers who are writers do not need to be listed here.

References [12]

[Actual references must be in font Book Antiqua, size 11; references must adhere to the 7th edition of the APA style manual.

The space between objects is 1 space. The publication of the work will be delayed if references are not formatted correctly.

The references must be arranged alphabetically.

If doi is not available, provide an alternate URL for the source of the material. The word doi begin with a lowercase letter (i.e., lowercase d).

Everything is significant to us (a space, a comma, a period, a bracket, a colon, a semicolon, a hyphen, etc.).

Note that the journal's name and volume number must be in italics.

Books titles must also be in italics.

Keep in mind that there is a comma (,) before the & symbol and the name of the final author.

Keep in mind that the year comes after a full stop. In rounded brackets are the year.
In a reference, the year should only be written once.
Please include the volume number, issue number, page numbers, and doi, if at all feasible. If an article number is available and your journal does not have an issue number, you must offer it.
If an author has two initials, there must be a space and a full stop between them (see the first example).
The number of references should be more than 20 resources.

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Publication Manual of the American Psychological Association, Seventh Edition (2020) (apa.org)

Getting Started in APA 7th - APA 7th Referencing - Library Guides at Victoria University (vu.edu.au)

Single Author

Charlie, J. F. (2015). Technophobe vs. techno-enthusiast: Does the Internet help or hinder the balance between education and academic life? *The Academy of Management Perspectives*, *25*(1), 95-96.

In-text: Charlie (2015) suggested that ...
In-text, inside brackets: (Charlie, 2015)

Two Authors

Casey, N., & Carson, W. R. (2019). Teaching Education and information technology use potential and barriers. *Current Directions in Psychological Science*, *18*(5), 253-258.

In-text: Casey and Carson (2019) suggested that ...
In-text, inside brackets: (Casey & Carson, 2019)

Deacon, J., & Flint, D. (2018). Introduction of an online approach to cooperative learning for on-campus and distance education students: Lessons learned and ways forward. *Nurse Education Today*, *29*(2), 157-167. https://doi.org/10.1016/j.nedt.2008.08.010

In-text: Deacon and Flint (2018) suggested that ...
In-text, inside brackets: (Deacon & Flint, 2018)

Three Authors or more

Altbach, P. G., Reisberg, L., & Rumbley, L. E. (2014). *Trends in global higher education: Tracking an academic revolution*. UNESCO.

In-text: Altbach et al. (2017) proposed that
In-text, inside brackets: (Altbach et al., 2016)

Beckner, C., Blythe, R., Bybee, J., Christiansen, M. H., Croft, W., Ellis, N. C., & Schoenemann, T. (2019). Language is a complex adaptive system: Position paper. *Language Learning*, *59*, 1-26. https://doi.org/10.1111/j.1467-9922.2009.00533.x

In-text: This idea first proposed by Beckner et al. (2019).
In-text, inside brackets: (Beckner et al., 2019)

Citing a Book

Brown, L. S. (2018). *Feminist Therapy* (2nd ed.). American Psychological Association. https://doi.org/10.1037/0000092-000

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a. When citing multiple works in the same parenthical reference, place the citations in alphabetical order, separation them with semicolons.

Though procedures … institutional framework (James & Graham, 2010; Lindo et al., 2008).

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c. For quotes, you must include the page number(s).
(Leskowitz, 2017, p. 324)
(Smith & Bruce, 2018, pp. 25-26)

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Appendix 1 (start on a fresh page)

Please add your survey questions /questionnaire /research instrument here.
It is very important to do so.
Refer to the appendix 1 somewhere in your main text.