

Author Guidelines

English Education Journal is published three times a year, January, May and September, by English Education Department, Sebelas Maret University (UNS), Indonesia. English Education Journal accepts research-based articles on English language education and linguistics which have not been previously published, nor is it under review or consideration for book chapter or journal publication elsewhere. Manuscripts submitted to EEJ should conform the following guidelines:

1. Manuscript and File Type Manuscript should be written in multiple-spaced at 1,15 using essay style academic English on A4 paper (with 2,5 cm from all margins) in Microsoft Word program (.doc, .docx, or .rtf), in size 11,5 of **Book Antiqua** font, and on 4000-7500 words in length excluding title, abstract, keywords, and references.
2. Manuscript format
 - a. Title, abstract, and keywords
The title of manuscript submitted to EEJ should not exceed of total 15 words followed by an abstract of approximately 150 – 250 words underneath. The author should also provide 3 – 5 keywords underneath the abstract.
 - b. Subheading
The subheading of the manuscript for EEJ is adjusted as follows:
 - Level 1 headings are typed in **ALL CAPITAL, SIZE 11,5, BOLD, LEFT MARGIN**
 - Level 2 headings are typed in **Capitals-lowercase, Size 11,5, Bold, Left Margin**
 - Level three headings are typed in **Capitals-lowercase, Size 11,5, Italic-bold, Left Margin**
 - c. Format
The article should cover:
 - (a) Title;
 - (b) full name(s), affiliation(s), and e-mail of author(s);

- (c) Abstract, which includes objectives, method, and findings of research;
- (d) Keywords;
- (e) Introduction, which includes research objective(s);
- (f) Literature Review;
- (f) Research Method;
- (g) Findings and Discussion;
- (h) Conclusion;
- (i) References;
- and (j) Appendix, if any.

Level 1 headings covers: introduction, literature review, research method, findings and discussion, conclusion, and references, and therefore, they should be typed in **ALL CAPITAL, SIZE 11,5, BOLD, LEFT MARGIN**

3. Citations and references

Manuscript submitted to EEJ should conform to [APA style 7th edition](#) for citations and references. Click [here](#) for more complete guidelines to APA referencing style 7th edition. In this phase, the use of referencing tool, such as Zotero, EndNote, Mendeley, etc. is highly suggested.

4. Manuscript submission

Manuscript as well as authors' brief CV could be sent through our online system.

5. All submitted manuscripts to EEJ will be firstly read by the editorial staff. Inappropriate manuscripts will be declined promptly without external review. Manuscripts evaluated to be of potential interest to journal readership will be proceeded to double blind review process. Throughout the review process, the identity of the author(s) as well as the reviewer(s) will be concealed, so that both sides will not get to know each other. The editors will then make a decision by considering the reviewers'

recommendation with 3 possibilities: **decline submission**, **accept submission**, and **revisions required**. Please kindly bear in mind that a 'revisions required' decision does not guarantee acceptance. The acceptance decision will be made if the editor is satisfied with the revisions made.

6. The editorial board is permitted to edit the accepted manuscripts to keep format consistency without changing the essence.
7. Authors whose manuscripts are accepted or rejected will get a notification from EEJ editorial board. Editorial board has an authority to return the rejected manuscripts without asserting the causes.

