

The title of the article

(The title of the article should be clear (not ambiguous) and identifying the content. The format of the title uses Helvetica 14 Bold, Centered Alignment, and must be Sentence case. It is 12pt spacing (before and after).

First Author ^{1*}, Second Author ², and Last Author ³

(Without honorary name or degree and should be written in full name)

¹First Affiliation

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The affiliation is written in full name (not abbreviation) and complete address just as the example below:

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Abstract

The abstract is written in English. It should contain the primary issues of study, the purpose of the study, the method or approach, and the result of the study. The abstract should be in one paragraph with no more than 250 words containing: background, purpose, method, result, and conclusion. It uses Helvetica 11 and a single space.

Keywords: It is a maximum of 5 keywords in English and *Bahasa Indonesia* with very clear meaning. The keywords are separated by a semicolon (;).

To cite this document:

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Abstrak

Abstrak ditulis dalam Bahasa Indonesia yang berisikan isu-isu utama dalam penelitian, tujuan penelitian, metode atau pendekatan penelitian, dan hasil penelitian. Abstrak ditulis dalam satu alinea, tidak lebih dari 250 kata, berisi: latar belakang, tujuan (purpose), metode penelitian, hasil dan kesimpulan. Abstrak dalam Bahasa Indonesia ditulis dengan menggunakan font times new roman 11, spasi tunggal, dan cetak miring.

Kata kunci: Maksimal 5 keyword dalam bahasa Inggris yang mempunyai makna yang jelas. Kata kunci dipisahkan dengan tanda titik koma (;).

INTRODUCTION

The introduction contains the background of the problem, a brief explanation of the literature review from the existing research (state of the art), to show the limitations of previous research, what things are to be achieved and show the novelty of the article. The background must be relevant and delivered systematically, the research objectives must be written. The typeface used in the body of the article is Helvetica 12 with a space of 1.15. Quotations are written with indirect quotations (paraphrasing). Literature review of at least 10 relevant and most recent references (journals).

This is the use of subtitles in the state of the art as needed. Example:

Sub Chapter 1 (Helvetica 12, Bold)

Sub Sub Chapter 1

Sub Sub Chapter 2

Sub Sub Chapter 3

Sub Chapter 2 (Helvetica 12, Bold)

Sub Chapter 3 (Times New Roman 12, Bold)

METHODS

The method must be clearly and appropriately conveyed and contain a research design, population, sample, data collection method, and data analysis method, written with Time New Roman 12 letter space 1.15. Conceptual articles/ literature studies do not need to write research methods.

RESULT AND DISCUSSION

The results of the study in the article contained descriptive data analysis results written in Helvetica 12 spaces 1.15. The results of activities can be supplemented by tables, graphs (figures), and or charts. The discussion section describes the results of activities, results of data processing, interpret findings or benefits logically, linking with relevant reference sources. The number of tables and figures in each article is limited to a maximum of three (3) pieces. Tables and figures should be made in the black and white format, except if the use of black and white can reduce the meaning or information to be conveyed, colored images or tables may be used. The discussion presents each research findings/analysis of research results compared with the theory or results of previous relevant research, or with reality in the field, comments and logical analysis from researchers.

This is the use of subtitles in the discussion as needed. Example:

Sub Chapter 1 (Helvetica 12, Bold)

Sub Sub Chapter 1

Sub Sub Chapter 2

Sub Sub Chapter 3

Sub Chapter 2 (Helvetica 12, Bold)

Sub Chapter 3 (Helvetica 12, Bold)

How to Present Figures

The figures are numbered in the order in which they are presented (Figure 1, etc.). The source of the figure is written below the figure. The title of the figure is placed under the figure with the center position (center justified) as an example in Figure 1. The explanation of the figure must be written in the narrative of the article.

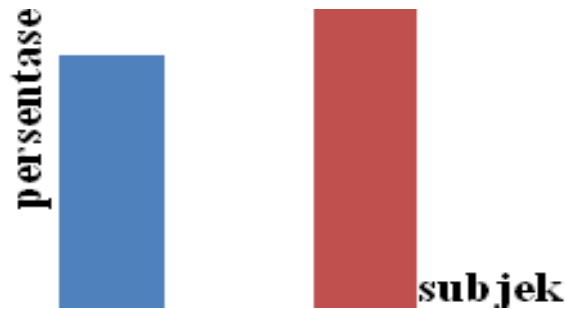


Figure 1. Title of Figure

How to Present Table

The tables are numbered in the order in which they are presented (Table 1, etc.). The source of the image is written below the table. Writing I in the table is written with the letters Time New Roman 10 single space. The title of the table is written at the top of the table in a center justified position like the example in Table 1 below. The explanation of the table must be written in the narrative of the article.

Table 1. Total Open Unemployment Based on Highest Education

Last Education	Total Unemployment		Open Unemployment Rate	
	15-24	25+	15-24	25+
Not go to school	23.601	100.702	13,5%	2,1%
Not completed in primary school	217.953	385.241	18,3%	2,2%
Elementary school	608.794	711.598	16,6%	2,4%
Junior high school	819.091	831.296	14,8%	4,7%
Senior High School	1.032.599	729.812	20,2%	4,4%
Vocational School	842.909	331.457	19,9%	3,8%
Diploma I / II / III	143.517	110.795	21,5%	4,1%
University	272.419	292.983	25,4%	3,1%
Total	3.960.883	3.493.884	18,3%	3,3%

Source: BPS (2015)

How to Write Math Equations

Mathematical equations are written clearly with Microsoft equation. The formula is written protrudes to the right 1 cm and is numbered as an

example of Equation (1) below. An explanation of the equation must be written in the narrative of the article.

$$f(x) = a_0 + \sum_{n=1}^{\infty} \left(a_n \cos \frac{n\pi x}{L} + b_n \sin \frac{n\pi x}{L} \right) \quad (1)$$

CONCLUSION

It contains conclusions, suggestions, limitations, and further research. Conclusions are conveyed clearly and describe the answers to the hypothesis and/or research objectives or findings obtained in the study. Conclusions are presented in the form of a description, not numerical and based on in-depth analysis. Suggestions present things that will be done related to further ideas from the research. Limitations and further research must be clearly stated.

REFERENCES

Everything that is referred to in the text goes to the reference list and everything on the reference list is indeed referred to in the text. The bibliography must contain a minimum 20 relevant references from primary sources (scientific journal articles and a minimum of 60% of the total bibliography) and be published in the last 10 (ten) years.

Writing scripts and citations referred to in this manuscript are recommended using reference applications (reference managers) such as Mendeley, Zotero, RefWorks, Endnotes, etc. The format of writing a bibliography uses APA 6th Edition (American Psychological Association). The reference source writing format follows the following example.

(Book)

O'Brien, J.A dan. J.M. Marakas. 2011. *Management Information Systems*. Edisi ke 10. McGraw-Hill. New York. USA

(Journal Article)

Anastasia, N., Setiadiwiria, O.C., & Kunto, Y.S. (2019). Difference between financial intelligence on millennials, Gen X, and baby boomers.

BISMA (Bisnis dan Manajemen), 12(Oktober), 15-28.

<https://doi.org/10.26740/bisma.v12n1.p15-28>

(Proceedings of the Seminar/ Conference)

Saputra, F. E., Wulansari, B. C., Anggarawati, S., & Hayu, R. S. (2019).

Handling of Customer Complaint through Service Recovery and Its

Implication on Customer Forgiveness and Turnover Intention. In *Seminar Nasional Manajemen* (pp. 509–521). Surabaya: Universitas Negeri Surabaya. Retrieved from <http://senima.conference.unesa.ac.id/ocs/index.php/senima2018/SE-NIMA/paper/view/226/121>

(Website)

Ahmed, S. Dan A. Zlate. 2013. *Capital flows to emerging market economies: A brave new world?*
http://economix.fr/docs/1041/01_Ahmed_Zlate_Capital%20flows%20to%20EME_Brave%20new%20world.pdf., diakses Tanggal 18 Juni 2013.