

## The title is written using Time New Roman 14 with the capital on the first word

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### ABSTRACT

Abstract must be approximately 100 – 200 words and written in Time New Roman 10. It describes the research aims, methods, findings, discussion, conclusion, and implication of the study. Meanwhile, it consists of 3-6 keywords.

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#### Keywords:

Keyword 1

Keyword 2

Keyword 3

Keyword 4

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## INTRODUCTION

This template is aimed at helping authors to prepare their manuscript for the Journal of Teaching and Learning in Elementary Education. To use this template, the authors just delete the unwanted text and begin to type. The manuscript is written in good English. The authors can write either in British English or American English, but not both.

Body texts are written using Time New Roman 12 with 1 space. The manuscript should normally consist of the following parts: introduction, context and literature review, methods, results, discussion and conclusion. If necessary, the authors can add sub sections.

## LITERATURE REVIEW/ THEORETICAL FRAMEWORK

Researchers can elaborate the literature review or theoretical framework in the introduction, but they can also write it separately. They can add a subsection as follows:

### Subsection 1

A manuscript has not been published elsewhere previously, and it is not in the review process for a publication. If the manuscript has been presented at any conference or seminar, the name of conference, the date, and the institution and place (city, country), where it has been presented

need to be mentioned, and also if the manuscript is part of an author's thesis, it has to be mentioned in the acknowledgement as well.

If it is needed, authors can add subsection 2. It must be written in the sentence case, using Time New Roman 12 and bold.

### **Subsection 2**

The number of the pages of a manuscript must not exceed 20, including abstract and reference list. All the text must be written using single line spacing, including the reference lists using Time New Roman.

## **METHOD**

The paper should write and present the clear method. For instance, a quantitative study needs to present the design of the study, the population/sample/participants, the instruments to collect the data, the analysis, and interpretation.

The number of the pages of a manuscript must not exceed 20, including abstract and reference list. All the text must be written using single line spacing, including the reference lists using Time New Roman.

## **RESULTS**

In tables and figure, Time New Roman font size 12 must be used and vertical lines must not be drawn. When the contents of the table cannot fit into the two columns, authors can make it into a column, Number of the table and the title must be written above the table, and the number of the picture and the title must be written under the picture. The table and the picture must be explained in the text.

Table 1. The number of pre-service teachers attending courses

| No    | Name of courses          | Number of students |      |       |
|-------|--------------------------|--------------------|------|-------|
|       |                          | Female             | Male | Total |
| 1     | Mathematics education    | 30                 | 5    | 35    |
| 2     | Science education        | 45                 | 2    | 47    |
| 3     | Indonesian               | 32                 | 6    | 38    |
| 4     | Social science education | 24                 | 7    | 31    |
| Total |                          | 131                | 20   | 151   |



Figure 1. Logo of University of Riau

A manuscript must follow APA 6<sup>th</sup> for the citations and references. In the text citations, use the name of the author(s) followed by the year of publication. If it is a citation from a book, please include the page number. Authors are suggested to use a reference manager such as Mendeley, EndNote, or Zotero. Here are some examples.

Table 2. Basic citation styles from APA 6<sup>th</sup>

| Type of citation  | First citation in text                                   | Subsequent citations in text | Parenthetical format, first citation in text               | Parenthetical format, subsequent citations in text. |
|---|--|------------------------------|--|---|
| One work by one author                                      | Putra (2018)   | Putra (2018)                 | (Putra, 2018)  | (Putra, 2018)                                       |
| One work by two authors                                     | Liu and Neber (2016)                                     | Liu and Neber (2016)         | (Liu & Neber, 2016)  | (Liu & Neber, 2016)                                 |
| One work by three to five authors                           | Witri, Islami, Alpusari, and Aprianto (2018)             | Witri et al. (2018)          | (Witri, Islami, Alpusari, & Afrianto, 2018)                | Witri et al., (2018)                                |
| One work by six or more authors                             | Stevens et al. (2018)                                    | Stevens et al. (2018)        | (Stevens et al., 2018)                                     | (Stevens et al., 2018)                              |
| Groups (readily identified through abbreviation) as authors | National Council of Teachers of Mathematics (NCTM, 2017) | NCTM (2017)                  | (National Council of Teachers of Mathematics [NCTM], 2017) | (NCTM, 2017)  |
| Groups (no abbreviation) as authors                         | University of Riau (2018)                                | University of Riau (2018)    | (University of Riau (2018)                                 | (University of Riau, 2018)                          |

## DISCUSSION

The researchers have to discuss their findings and compare them to some previous studies and theories. It is also needed to have implications from this study.

## CONCLUSION

The conclusion is drawn from the results and discussion. The researchers could provide limitations and suggestions for further studies.

## REFERENCES

Authors are suggested to use a reference manager such as Mendeley, EndNote, or Zotero. Here are some examples.

### Journal article with DOI

Tian, J., & Siegler, R. S. (2018). Which Type of Rational Numbers Should Students Learn First? *Educational Psychology Review*, 30(2), 351–372.  
<https://doi.org/10.1007/s10648-017-9417-3>

**Journal article with DOI, title translates into English if possible.**

Putra, Z. H. (2016). Pengetahuan mahasiswa pendidikan guru sekolah dasar dalam merepresentasikan operasi pecahan dengan model persegi panjang [Pre-service elementary teachers' knowledge on representing of fraction operations using rectangle models.]. *Jurnal Elemen*, 2(1), 1–13. <https://doi.org/10.29408/jel.v2i1.174>

**Journal article without DOI**

Witri, G., Islami, F., Alpusari, M., & Afrianto, A. (2018). Implementing Hidden Chart Media to Enhance Elementary Students' Learning Outcome in Science. *Journal of Teaching and Learning in Elementary Education*, 1(1), 36-43. Retrieved from <https://ejournal.unri.ac.id/index.php/JTLEE/article/view/5392>

**An article from a conference**

Putra, Z. H., & Winsløw, C. (2018). Teachers' collective knowledge : the case of equivalent fractions Teachers' collective knowledge : the case of equivalent fractions. In R. Johar, C. Morina, A. Anwar, M. Mailizar, E. Elizar, C. Khairunnisak, ... M. Ulfa (Eds.), *The 6th South East Asia Design Research International Conference*. Banda Aceh: Journal of Physics: Conference Series. <https://doi.org/10.1088/1742-6596/1088/1/012003>

**An article from a book series**

Barquero B., Bosch M. (2015) Didactic Engineering as a Research Methodology: From Fundamental Situations to Study and Research Paths. In: Watson A., Ohtani M. (eds) Task Design In Mathematics Education. New ICMI Study Series. Springer, Cham. [https://doi.org/10.1007/978-3-319-09629-2\\_8](https://doi.org/10.1007/978-3-319-09629-2_8)

**Book**

Brousseau, G. (1997). *Theory of didactical situations in mathematics*. Dordrecht, The Netherlands: Kluwer.

**Doctoral dissertations, Master's and bachelor theses**

Putra, Z. H. (2018). *A comparative study of Danish and Indonesian pre-service teachers' knowledge of rational numbers* (Doctoral dissertation). University of Copenhagen, Denmark, Retrieve from [https://www.ind.ku.dk/begivenheder/2018/putra/Thesis\\_Zetra\\_Putra.pdf](https://www.ind.ku.dk/begivenheder/2018/putra/Thesis_Zetra_Putra.pdf)

**Government documents**

Ministry of National Education of the Republic of Indonesia. (2015). *Peraturan pemerintah Republik Indonesia nomor 19 tahun 2015 tentang standar nasional pendidikan [The regulation of the Republic of Indonesia government number 19 in 2015 concerning national education standards]*. The ministry of National Education of Indonesia.