

**PASSIKOLA JOURNAL ARTICLE WRITING GUIDELINES**  
**(Article Title, maximum 14 words, Times New Roman Font Size 14, Space 1)**

**First Author's Name<sup>1</sup>, Second Author's Name<sup>2</sup> etc. Without Title**  
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**No. HP**

| ARTICLE INFO                                                                                                                                                                                                                                         | ABSTRAK (Times New Roman Font Size 11, Bold, space 1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <b>Article History :</b><br><i>Received : date of received article</i><br><i>Accepted : date of accepted article</i>                                                                                                                                 | <i>A single paragraph of about 200 words maximum. For research articles, abstracts should give a pertinent overview of the research result. Abstracts are written not in the form of mathematics, questions, and conjectures. We strongly encourage authors to use the following style of structured abstracts, but without headings: (1) Background: Place the question addressed in a broad context and highlight the purpose of the study; (2) Purpose of the Study: Identify the purpose and objective of the study; (3) Methods: Describe briefly the main methods or theoretical framework applied; (4) Results: Summarize the article's main findings; and (5) Conclusions: Indicate the main conclusions or interpretations.</i> |
| <b>Keywords :</b><br><br><i>Keywords 1;</i><br><i>Keywords 2;</i><br><i>Keywords 3;</i><br><br>(List three to five pertinent keywords specific to the article; yet reasonably common within the subject discipline; use lower case except for names) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**1. INTRODUCTION (Times New Roman Font Size 11, Bold, space 1)**

A The introduction contains research problems; insights and problem-solving plans; formulation of research objectives; summary of theoretical studies related to the problem under study, and hypothesis development. [*font Times New Roman, 11, normal*]

Make sure that in the Background or Introduction there is mention of relevant previous research, not just mentioning the problem. There should be references to journal **articles from the last 10 years** that strengthen the justification for originality or contribution).

Note to authors: Articles should be between 3000-7000 words in length (including literature, notes, and tables). Each article will be tested for plagiarism.

Articles are typed in Microsoft Office Word format. Using Times New Roman font size 11, single spaced on A4 paper.

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Authors can submit and register articles through the online OJS Journal on the website: <https://jurnal-fkip-um.ac.id/index.php/alena>

## 2. METHODS

The method contains an explanation of the research approach, population and sample (research targets), data collection techniques, instrument development, and data analysis techniques. For research that uses tools and materials, it is necessary to write down the specifications of the tools and materials. Tool specifications describe the sophistication of the tools used while material specifications describe the type of materials used.

For qualitative research such as classroom action research, ethnography, phenomenology, case studies, etc., it is necessary to add the presence of the researcher, research subjects, informants who helped along with the ways of extracting research data, the location and duration of the research and a description of checking the validity of the research results.

It is best to avoid organizing the writing into “sub-headings” in this section. However, if it cannot be avoided, the way of writing can be seen in the “Results and Discussion” section.

## 3. RESULTS AND DISCUSSION

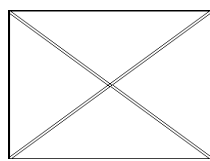
The results obtained from research must be supported by adequate data. Research results and findings must be an answer, or research hypothesis stated earlier in the introduction.

Research results are presented completely and according to the scope of the research. Research results can be supplemented with tables, graphs (images), and/or charts. Tables and figures are numbered and titled. The results of data analysis are interpreted correctly.

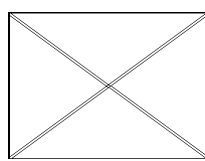
Use the primary source in citation, AVOID the use of in. Example: According to Arjuna (in Sinta, 2018).

Each figure/table must be referenced in the text. Referencing should not use location (e.g. below, above, here, etc.). Tables should not be cut off on another page.

All figures and tables should be cited in the main text such as Figure 1, Table 1, etc.



(a)



(b)

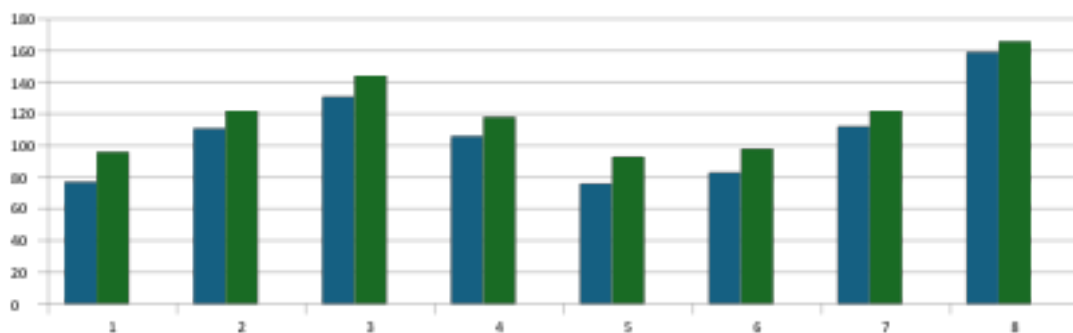
This is the image, The scheme follows the same format. If there are multiple panels, they should be listed as: (a) Description of what is in the first panel; (b) Description of the contents of the second panel. Figures should be placed in the main text close to the first time they are cited. Titles on a single line should be centered.

This is a table. Tables should be placed in the main text close to the first time they are cited.

| Title 1 | Title 2 | Title 3 |
|---------|---------|---------|
| entry 1 | data    | data    |
| entry 2 | data    | data    |

If the article is accompanied by a graph of the research results, an example is given as follows:

Graph 3.1 Improvement of students' social skills in total score



The discussion section presents the findings logically, linking to relevant reference sources. [Times New Roman, 11, normal].

Write down the complete location of the study and the number of respondents. The experimental procedure should be written in the form of news sentences, not command sentences.

#### 4. CONCLUSIONS AND SUGGESTIONS

The conclusion presents a summary of the description of the results and discussion, referring to the research objectives. Based on these two things, new points of thought are developed which are the essence of the research findings. [Times New Roman, 11, normal].

Suggestions are made based on the research findings that have been discussed. Implications or suggestions can refer to practical actions, new theory development, and/or further research. Should be written in paragraph form, not in the form of list/numbering items. If forced to have list/numbering items, but written in paragraph form. Do not divide into a conclusion sub-chapter and a suggestion sub-chapter. [Times New Roman, 11, normal].

#### 5. LIST OF REFERENCES

Attempts are made to use reference tools such as: Mendeley, EndNote, Zotero, and so on. [Times New Roman, 11, normal]

Make sure that citations/citations in the manuscript are written in the bibliography and vice versa.

Contain the sources referred to and at least 80% of the literature published in the last 10 years. The reference list is written in accordance with the **American Psychological Association (APA) Fifth edition**. All sources listed in the bibliography must be in the article script.

An example of writing a bibliography is as follows:

- Arifin, M. (2000). *Ilmu Pendidikan Islam: Suatu Tinjauan Teoretis Dan Praktis Berdasarkan Pendekatan Disipliner*. Bumi Aksara.
- Creswell, J. W. (2015). *Penelitian Kualitatif & Desain Riset memilih diantara Lima Pendekatan*. Pustaka Pelajar.
- Haryati, S., Sukarno, S., & Purwanto, S. (2021). Implementation Of Online Education During the Global Covid-19 Pandemic: Prospects and Challenges. *Cakrawala Pendidikan*, 40 No 3, 604–612.
- Jaya, F. (2019). *Perencanaan Pembelajaran*. Fakultas Tarbiyah dan keguruan UIN sumatera Utara.
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- Smaldino, Lowther, Deborah L., & Russell, James D. (2019). *Instruksional Technology & Media For Learning*. Prenadamedia Grup.
- Tirtarahardja, U. & S. L. La Sulo. (2019). *Pengantar Pendidikan*. PT. Rineka Cipta.
- Yan, L., Wainwright, A. W., Guan, Q., & Wen, G. (2021). Students' experience of online learning during the COVID-19 pandemic: A province-wide survey study. *British Journal of Educational Technology*, 52 No 2, 2038–2057.
- (Times New Roman 11, Normal, space 1)