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Title, Method and Goal Should be Clear Mentioned Here (max 20 words)

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Keywords regarding the work are stated in this section. Said section should contain a maximum of 5 words that are written with 10 font size and separated with coma, and should be shortened by alphabet.

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1*.....

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3.....

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ABSTRACT

Abstract should be written with the total number of 150 - 200 words (11 font size, Times New Roman, justified, single line spacing). Abstract should be written briefly and factually in English. Abstract contains the clear elaboration of research, background, purpose, methods, result and conclusion. Statistics may be shown in the abstract if any statistical results are mentioned in the research. Abstract should be written separately from the article. References should not be written in abstract. Nonstandard abbreviation should be avoided, but if it is indispensable, the full name should be specified in its initial mention. response to reading long texts has an impact on their research.

1. Introduction

Introduction contains the background and problem, the state of the art of the research, and purpose of the

article or research that is formulated and presented by adequate introduction and avoids research result presentation. Introduction is not less than 500 words and not more than 1200 words. The body of text

should be written with Times New Roman font, single line spacing and 12 font size. It can contain figures. Extended abstracts should be in a structure that explains the content of the declaration therefore the preparation phase of the said work. Page margins are formed as in this template. End of the lines should be aligned to the right and there should be no syllable segmentation. The total length of the article should be 3000-8000 words including the references.

Current literature regarding the work subject should be examined and the differences of the said work from the past, similar works should be presented clearly in the introduction section. The style of citation is as following example:

However, availability and quality of music preferences and personality among Japanese university students was influenced by natural conditions where the students stay as reported by Brown (2012). Another study reported that the same condition is affected by the activity of students in the university (Cernicova et al., 2015; Alves & Raposo, 2016).

The objective should be mentioned at the last paragraph of the introduction part.

2. Methodology

Sub-chapter (if any)

All materials and methods that have been used in the work must be stated clearly and subtitles should be used when necessary. Methods used should be accompanied by references, relevant modification should be explained. Procedure and data analysis techniques should be emphasized in literature review articles.

3. Results and Discussion

Sub-chapter (if any)

Results and discussion should be presented in the same part, clearly and briefly. The discussion part should contain the benefit of the research result, not the repeat result part. The result and discussion part can be written in the same part to avoid extensive quotation. All of the tables, images and figures should be centered. Figures and images should be numbered together (Figure 2) and figure definitions should be placed under the figure or image; as for the tables, they should also be numbered (Table 2) and

the table header should be placed at the top of the chart. Table, image and figure headers should be written with uppercase initial letters, bold and should be centered. References (if any) of the tables, figures and images should be presented just under the tables, figures and images in the form of author surname and publication date



Figure 2. Figure Header

All the tables and figure should be mentioned in the text before the table of figure appears. Table 2 shows the

Table 2. Learning Outcome

After studying this course, students should be able to:	
Planning	a. Understand what is meant by doing planning a. Identify characteristics of planning function a. Identify the products of a planning process with examples
Organizing	a. Understand what is meant by doing organizing a. Identify characteristics of organizing function a. Identify the products of an organizing process, plan with examples

4. Conclusion

Conclusion of the research is presented briefly in the conclusion part. **It should not be less than 100 words and not more than 300 words.** Please conclude your work incorporating your most important findings as well as future works (if any). Conclusion should answer the research objective and inform about the success of the research. The statistics data and citation should not appear in the conclusion.

Acknowledgement

Please acknowledge such as your research grant, organization, scholarship (if any)

References *(Use the APA Style and with DOI if any)*

- Cernicova, M. A., Dragomir, M. M., & Palea, A. (2015). A students' and professors' view on the image of their university. Case study: Politehnica University of Timisoara. *Procedia - Social and Behavioral Sciences*, 191(1), 98-102. <https://doi.org/10.1016/j.sbspro.2015.04.495>
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