

The Title Should Be Brief and Informative No More Than 15 Words in English

Author Name¹⁾, Author Name²⁾ & Author Name^{1)*}

1) Study Program / Department, Faculty, University and State

2) Study Program / Department, Faculty, University and State

Abstract [Font: Cambria, size, 10, Italic, Bold]

Abstracts are written briefly and factually, covering research objectives, research methods, results and conclusions. Abstract written in one paragraph; written in two languages (Indonesian and English); Abstract length ranges from 150-200 words. Avoid referrals and use of unusual abbreviations.

Font Cambria 10, with one (1) line spacing. In Indonesian. Adjust to the writing guidelines, that the abstract is only 150 to 200 words by looking at the substance of the abstract, namely research objectives, research methods, results and discussion, and conclusions.

The first sentence in the abstract is: This article or article aims to The problem is focused on In order to approach this problem, a theoretical reference is used. The data is collected through and analyzed qualitatively. This study concludes that

Keywords: Keywords consist of 3 to 5 words and / or groups of words; Written in order of word urgency; Between keywords separated by semicolons (;).

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INTRODUCTION

Avoid the sub-sub in the introduction.

Introduction should contain the background of problems, problems and research objectives.

Percentage of page length between 10-15% of the total length of a manuscript.

References are indicated by writing the author's family name / last name and year of issue, regardless of page number.

The theoretical basis is displayed in complete, concise, and completely relevant sentences for the purpose of writing scientific articles.

Provide previous research, so that it can show the novelty or novelty of the research you are doing, especially taken from articles published in journals, as many as three articles and then added to the bibliography.

Introduction, ends with the purpose of writing or research in descriptive form.

Manuscript written with 1 line spacing density, Cambria 12

RESEARCH METHODS

Inform briefly about the materials and methods used in the study, including the subjects / materials studied, the tools used, the design of the experiment or the design used, the sampling technique, the variables to be measured, the data retrieval technique, the analysis and the statistical model used.

Describe how the research method used when used in calculations is in accordance with the research objectives, so that readers can understand how the research method was used.

Avoid writing excessive statistical formulas.

If using a well-known method, name the method name only. If necessary, specify the reference source used as a reference.

For qualitative research, research methods can adjust.

Manuscript written with 1 line spacing density, Cambria 11.

RESULTS AND DISCUSSION

The format of the results of research and discussion is not separated, considering the number of pages available for the author is limited.

The results and discussion are descriptions of the answers to the questions and research objectives mentioned in the abstract, from the findings in the field. If there are two questions or research objectives, then, there will be two sub-chapters, if three also become three sub-chapters. So, in this case, the sub-chapter depends on the question or research objective.

Manuscript written with 1 line spacing density, Cambria 11

The results can be presented with support tables, graphics or images as needed, to clarify the presentation of results verbally.

Tables and charts or captions are arranged in the form of a phrase (not a sentence) succinctly.

Description of the image / graph is placed under the picture / graph, while the title of the table is placed on it. The title begins with a capital letter.

Do not repeat writing numbers that have been listed in the table in the text of the discussion. If it will emphasize the results obtained should serve in other forms, such as percentage or difference. To show the number in question, just refer to the table that contains the number.

In general international journals do not want statistical languages (such as: different, treatment, etc) written in the discussion. Avoid copy and paste tables of statistical analysis results directly from statistical data processing software.

Sample Tables and Figures

Use to *open tabel*

Tabel 1..... (Font Cambria 10)

Artikel X	N	Ket.
9	Affiliates,	Table
11	Titles, Image Titles	
	Name of author,	
	torso of paper	

Source.... (Huruf Cambria 10)

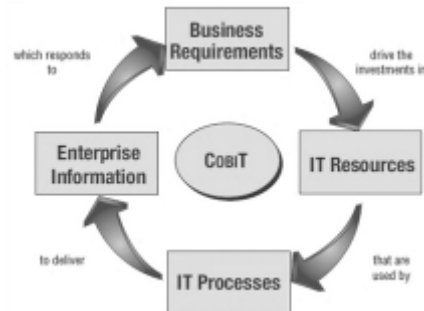


Figure1.(huruf Cambria 10)
Source: ,,,,. (Font Cambria 10)

The discussion material mainly explores whether the results obtained in accordance with the hypothesis or not, and point out the argument.

Referral citation in the discussion should not be too long (if necessary avoid).

Citation results of research or opinions of others should be abstracted and written in the sentence itself (not using the exact same sentence).

A collection of similar research may be referred to in groups.

CONCLUSION

The conclusion should be the answer to the research question, and expressed not in statistical sentences.

Written along one paragraph in essay form, not in numerical form.

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ACKNOWLEDGMENTS (Optional)

Acknowledgments are generally placed after the conclusion.

Contains gratitude to the funding agencies, and or individuals who have assisted in the execution of research and the writing of manuscripts.

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REFERENCES

General provision of bibliography:

Use to **APA Style** and **Mendeley**

References listed in the bibliography are only references that are actually cited in the manuscript.

For research articles, the bibliography must be at least 15 and referenced from about 20% of book texts and 80% of scientific journal articles.

The updated scientific journals referred to must be considered, at least the results of relevant publications in the last 10 years. The bibliography is arranged alphabetically based on the alphabetical order of the author's name.

Author name requirements: the name displayed is the last name (surname) of the author followed by the abbreviation of the first (and middle) name if any.

Authors Name, Title

If there is more than one author, then the way of writing is the same. If there are two or more people, the word and uses the & symbol.

The writing of the reference title begins with a capital letter in each syllable, except for conjunctions.

Each writing of the name, (year), article title and so on ends with a period (.) before continuing with the next word.

For writing the volume (number) of the journal, it is marked with a colon (:) without any spaces.

Manuscripts are written with a line density of 1 space, Cambrian letters 10

Examples of writing can be seen in the explanation of each type of literature worth mentioning.

Terms of reference writing by reference type:

If the source is an article in a scientific journal, it is written in the following order: author's name. (year). article title. the name of the journal. Volume (number): page (Journal name is skewed). If the author is more than one, the name is the same and the last author uses &.

Example:

Rahmathulla, V.K. Das P. Ramesh, M. & Rajan, R.K. (2007). Growth Rate Pattern and Economic Traits of Silkworm *Bombyx mori*, L under the influence of folic acid administration. *J. Appl. Sci. Environ. Manage.* 11(4): 81-84

Suharyanto, A. (2016). Pusat Aktivitas Ritual Kepercayaan Parmalim di Huta Tinggi Laguboti, *Jurnal Ilmu Pemerintahan dan Sosial Politik UMA*, 4 (2): 182-195.

If the literature source is a textbook, it is written in the following order: author's name. (year). book title. volume (if any). edition (if any). publisher city: publisher name (The title of the book is italicized).

Example:

Arikunto, S. (2002). *Prosedur Penelitian Suatu Pendekatan Praktek*. Jakarta: Rineka Cipta.

Nawawi, H. (2012). *Metode Penelitian Bidang Sosial*. Yogyakarta: Gajah Mada University Press.

If the literature source is a translation book written following the sequence: the name of the original author. (year). book translation. title of translation book. volume (if any). edition (if any). translation. publisher city: publisher name (Book title in italics).

Example:

Bourdieu, P. 2010. *Dominasi Maskulin*. Terjemahan Stephanus Anwar Herwinarko. Yogyakarta: Jalasutra.

Steel, R.G.D. & Torrie, J.H. 1991. *Prinsip dan Prosedur Statistika: Suatu Pendekatan Biometrik*. Terjemahan B. Sumantri. Jakarta: PT Gramedia Pustaka Utama)

If the source of the article in the collection of articles is written in the following order: the name of the author of the article. article title. in: editor name if any followed (Ed) (if single) or (Eds) (if more than one) in parentheses. (year). book title. volume (if any). edition (if any). publisher city: publisher name (The title of the book is italicized).

Example:

Ancok, D. Validitas dan Reliabilitas Instrumen Penelitian. dalam: Singarimbun M dan Efendi (Eds). (1999). *Metode penelitian survey*. Jakarta: LP3ES

Linz, J & Stephan, A. Some Thought on Decentralization, Devolution and The Many Varieties of Federal Arrangements. In: Jhosua K (Ed). (2001). *Crafting Indonesian Democracy*. Bandung: Penerbit Mizan

If the source of the article in the proceedings written in the following sequence: the name of the author. (year). title of the seminar. title proceedings. the venue of the seminar. time of operation (article title is italicized).

Example:

Setiawan, D. (2015). *Implementasi Pendidikan Karakter di Era Global*. Prosiding Penguatan Kompetensi Guru dalam Membangun Karakter Kewarganegaraan di Era Global. Seminar Nasional dalam Rangka Memperingati Hari Guru. Medan 28 November 2015.

If the source of unpublished scientific papers (eg theses, theses, dissertations and research reports), are written in the following order: author's name. (year). title of research report. name of research project. city publisher: institution publisher / institution (thesis writing / thesis / dissertation / research report in italics)

Example:

Latifah, S.S. (2011), Perbedaan Kerja Ilmiah Siswa Sekolah Alam dalam Pembelajaran Sains dengan Pendekatan Pjbl Yang Terintegrasi, *Tesis*. Sekolah Pascasarjana Universitas Pendidikan Indonesia.

Adjuh, R. (2001). Pengaruh Faktor Budaya terhadap Kemiskinan Masyarakat Nelayan di Desa Percut Kabupaten Deli Serdang. *Tesis*. Sekolah Pascasarjana UNIMED.

If the source is an article in a general newspaper / magazine, it is written in the following order: author's name. (year). article title. name of newspaper / magazine. city, publication date and page (Article title is italicized).

Example:

Syamsuddin, A. (2008). *Penemuan Hukum Ataupun Perilaku Chaos?* Kompas. Jakarta. 4 Januari. Hlm.16

Kukuh, A. (2008). *Obsesi Pendidikan Gratis Di Semarang*. Suara Merdeka. Semarang 5 Maret. Hlm. L

If the library source is an online journal article, it is written in sequence: author's name. (year). article title. the name of the journal. volume (number): page (The name of the journal is italicized).

Example:

Ernada, S.E. (2005). Challenges to The Modern Concept of Human Rights. *J. Sosial-Politika*. 6(11): 1-12

Siregar, N.S.S. (2016). Tingkat Kesadaran Masyarakat Nelayan terhadap Pendidikan Anak, *Jurnal Ilmu Pemerintahan dan Sosial Politik UMA*, 4 (1): 1-10.

If the library source is an online article (internet) with no published place and publisher, it is written in the following order: author's name. (year). article title. Downloaded at website date address (Article title is italicized).

Example:

Hariyanto, M, (2012). Ilmu Sosial dan Hegemoni Barat: Tantangan Bagi Ilmuan Sosial Muslim. Diunduh di <http://muhsinhar.staff.umy.ac.id/ilmu-sosial-dan-hegemoni-barat-tantangan-bagi-ilmuan-sosial-muslim/> tanggal 09 Juli 201

Levy, M. (2000). *Environmental scarcity and violent conflict: a debate*. Diunduh di <http://wwics.si.edu/organiza/affil/WWICS/PROGRAMS/DIS/ECS/report2/debate.htm> tanggal 4 Juli.