

**GUIDELINES FOR AUTHOR****ARTICLE TITLE** (*all caps, 14pt, centered*)

(One blank single space line, 14 point font)

First Author, Second Author, and Third Author (12pt)<sup>1a2b3c</sup>

(One blank single space line, 12 pt)

<sup>1</sup>Department, Faculty, University, Address, City, Zip Code Country (10pt)<sup>2</sup>Research group, Institution, Address City, Zip Code Country (10pt)

(one blank single space line, 12 pt)

<sup>a</sup>E-mail: [author@address.com](mailto:author@address.com) (10 pt, italics)<sup>b</sup>E-mail: [author@address.com](mailto:author@address.com) (10 pt, italics)

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(\*) Corresponding Author

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**ARTICLE HISTORY****Received** : 23-2-2022**Revised** : 18-3-2022**Accepted** : 17-4-2022**KEYWORDS**Keywords: up to 5 keywords  
in English ( 10 pt, italics)  
(Three blank single space  
lines, 12 pt, bold)**ABSTRACT**

Abstract (12 pt, bold)

(one blank single space lines, 10 pt)

Abstract should be written in English. The abstract is written with Times New Roman font size 10, and single spacing. The abstract should summarize the content of the paper, including the aim of the research, research method and the results and the conclusions of the paper. It should not contain any references or displayed equations. The abstract should be no more than 250 words

(one blank single space line, 10 pt)

*This is an open access article under the CC-BY-SA license.***1. Introductions** (12 pt, bold)

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The manuscript is written with Time New Roman font size 10, single spaced, left and right aligned, on one side page and on A4 paper (210mm x 297 mm) with the upper margin of 3,5 cm, lower 2,5 cm, left and right each 2 cm. The manuscript including the graphic contents and tables should be no longer than 15 pages, including picture and tables. If it far exceed the prescribed length, it is recommended to break it into two separate manuscripts. The manuscript is written in English. The Standard English Grammar must be observed. The title of the article should be brief and informative and it should not exceed 20 words. The keywords are written after the abstract.

The first letter of heading and subheading are capitalized and heading are numbered in Arabic numerals. The organization of the manuscript includes **Introduction, Method, Result and Discussions, Conclusion and References. Acknowledgment** (if any) is written after **Conclusion** and

before **References** and not numbered. The use of subheading is discouraged. Between paragraphs, the distance is one space.

**Abbreviations/Term/Notations/Symbols.** The use of abbreviations is permitted, but the abbreviation must be written in full and complete when it is mentioned for the first time and should be written between parentheses. Terms/foreign words or original words or regional words should be written italics. Notation should be brief and clear and written according to the standardized writing style. Symbol/signs should be clear and distinguishable, such as the use of number 1 and letter l (also number 0 and letter o)

## 2. Tables (12 pt, bold)

(one blank single space line, 10 pt, bold)

Tables are written with Time New Roman font size 10 and single spaced below the title of the table. The title of the table is written with font size 10 (boldface) above the table as prescribed in the format given below as example. The tables as numbered in Arabic numerals. There is one single space line between the table and paragraph. The table is placed immediately after it is reference to in the text. The frame of the table use 1 font size line. If the title in each table is long and complex the columns are numbered and the notes are given below the table.

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**Table 1, Number of Testing of WFF Triple NA=15 or NA=8**

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| NC | NP   |      |       |       |
|----|------|------|-------|-------|
|    | 3    | 4    | 8     | 10    |
| 3  | 1200 | 2000 | 2500  | 3000  |
| 5  | 2000 | 2200 | 2700  | 3400  |
| 8  | 2500 | 2700 | 16000 | 22000 |
| 10 | 3000 | 3400 | 22000 | 28000 |

(two blank single space lines, 10pt)

### 3. **Graphic Contents** ( 12 *pt*, bold)

One blank single space line 10 *pt*)

Graphic contents are places symmetrically on the page and there is one blank single space line between the graphic content and the paragraphs. A graphic content is placed immediately after it is referenced to in the body of the text and is numbered in Arabic numerals. Caption for the graphic content is written below it and there is one blank single space line between it and the graphic content. The caption is written in font size 9, boldface, and placed as in the example. Between the graphic content with the body of the text there are two blank single space line.

(one single space, 10 point font)

#### **Figure 1. The Labeling of Tree is According to the Order of the Appearance**

(two single space line, 10 *pt*)

For any graphic contents which have been published by another author must obtain a written permission from and his/her publisher. Include one graphic content which is printed in good quality in a full-size page or scanned graphic content in good resolutions in the format as follows (name of file).jpeg, or (name of file ) tiff. If the graphic contents is in the form of photograph, include one original photograph. The photograph is printed in black and white unless the photograph will appear in color. The author will be charged an additional fee for color printing of more than 1 page. The font face to be use in the graphic content or graph should be the one generally available in each word processor and operational system as symbol, Times New Roman and Arial with the size not less than 9 point.

### 4. **Citations** (12 *pt*, bold)

(one blank single space line, 10 *pt*)

Citation in the paper uses as direct quotation. If possible, footnotes should be avoided. The quotation with fewer than 4 line should be integrated into the text, between the quotation marks; meanwhile, the one with more than 4 line should be separated from the text with single spacing, 10 *pt*, between quotation marks. Each citation is accompanied with the writer's family/last name. The family/last name of writer can be placed prior to or upon to the quotation. There are some ways of writing citations. The direct citation of a certain page written as follows (Grimes, 2001:157). If the main ideas of some pages are cited, here is the way to do the quotation (Grimes, 2001:98-157): or, if the main ideas of a whole text are quoted, the following is the way to cite the ideas (Grimes, 2001).

#### **Appendices**

(empty one single space, 20 *pt*)

Appendices are only used when necessary to support the manuscript, such as questionnaire, quotation from law, text transliteration, recording transcription analyzed, map, figure, table/chart of analysis calculation result, or calculation formula. Appendices are places after Referenced, If there is more than one appendix, it should be numbered in Arabic numerals.

#### **References**

(empty one single space , 10 *pt*)

The reference writing must be in accordance with APA (American Psychological Association) format. The reference should use the primary sources (journals or books).

Examples:

##### Books:

Creswell, J.W (2008) *Education research: Planning, conducting, and evaluating quantitative and qualitative research* (3<sup>rd</sup>ed.) Upper Saddle River, NJ: Pearson Education, Inc.

##### Book chapter :

Markus, H.R., Kitayama, S., & Heiman, R.J. (1996) Culture and basic psychological principles. Dalam E.T Higgins & A.W. Kruglansky (Eds.) *Social psychology: Handbook of basic principles*. New York: The Guilford Press.

Online Document :

Van Wagner, K (2006). Guide to APA format. About Psychology. Accessed on November 16, 2006 from <http://psychology.about.com/od/apastyle/guide>.

Journal Article :

Wassman, J., & Dasen, P.R (1998). Balinese spatial orientation. *Journal of Royal Anthropological Institut*, 4, 689-731.

Online journal:

Jenet, B.L. (2006). A meta-analysis on online social behavior. *Journal of Intenet Psychology*, 4 Accessed on November 16, 2006 from <http://www.psychology.com/archives/volume4/3924.html>.

Article from a Database:

Hendriques, J.B., & Davidson, R.J. (1991) Left frontal hypoactivation in depression. *Journal of Abnormal Psychology*, 100, 535-545. Diambil 16 November 2006 dari PsychINFO database.

Online Forums, Discussion Lists, or Newsgroups:

Leptkin, J.L. (2006, November 16). Study tips for psychology students (Msg.11). Message were rely on <http://groups.psychhelp.com/forums/messages/48382.html>.

Magazine:

Santamaria, J.O (September 1991). How the 21<sup>st</sup> century will impact on human resource development (HRD) professionals and practitioners in organizations, paper was presented on International Conference on Educations, Bandung, Indonesia

Theses, Dissertation:

Santoso, G.A. (1993). *Faktor-faktor social-psikologis yang berpengaruh terhadap tindakan orang tua untuk melanjutkan pendidikan anak ke sekolah lanjutan tingkat pertama (Studi lapangan di pedesaan Jawa Barat dengan analisis model persamaan structural)*. Disertasi doctoral, Program Pascasarjana Universitas Indonesia. Jakarta.

Research Report:

Villages, M., & Tinsley, J. (2003). *Does education play a role in body image dissatisfaction?* Laporan Peletian Buena Vista University. Pusat Penelitian Kesehatan Universitas Indonesia. (2006). *Survei nasional penyalah-gunaan dan peredaran gelap narkoba pada kelompok rumah tangga di Indonesia, 2005*. Depok: Pusat Penelitian UI dan Badan Narkotika Nasional.

Encyclopedia, dictionary:

Sadie, S. (Ed). (1980). *The new Grove dictionary of music and musicians* (6<sup>th</sup> ed., Vols. 1-20). London: Macmillan.