

Title is written in Sentence case with maximum 12 words (Times New Roman 14, bold, center, space 1,15)

Writer¹, Writer², Writer³, Writer⁴ (Name without title, Times New Roman 12, centered)
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Submitted: Date Month Year, **Revised:** Date Month Year, **Accepted:** Date Month Year,
Published: Date Month Year

ABSTRACT (Times New Roman 12, bold)

Background: Write down the background/context of the research along with the research gaps. **Purpose:** Write down the purpose of the research conducted. **Methods:** Describe the methods used in the study. **Results:** An overview of the results of the research conducted. **Conclusion:** A brief explanation or key points about the answers to the research questions or research objectives. **Implications:** conclusion that can be inferred from the study findings. What are the practical and theoretical implications of the study findings?.

NOTE: Abstract is written concisely and factually, includes the background of research, the purpose of research, the method of research, the result, conclusion, and implication of research. Abstract is written in English and in one paragraph (200-300 words), font is Times New Roman 12 and 1 spacing.

Keywords : first word; second word; third word; fourth word; fifth word

To cite this article (APA Style):

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INTRODUCTION (Times New Roman 12, bold)

Manuscripts are written in Times New Roman font size 12 pt, 1.5 spacing, and Justify. It uses margins 2 cm with 6000-7500 words in .doc/.docx format. The introduction consists of the background or reasons for the research, supporting theories from several works of literature that become a clear theoretical basis, the formulation of the problem, and the purpose of writing. The introduction is written in paragraphs in one chapter without sub-chapters. The article is written in essay form, so no numeric or alphabetical format separates chapters/sections or marks new chapters/sections. For that, if there are parts of the article content that require numbering or bullet lists, make them into flowing paragraphs as follows: (1)..., (2)..., and (3)...

Each citation from the book cited in the text should have the source placed in the bibliography. In-text citations from the book should be written in the format as follows (Author's last name, year: page) or (Author's last name, year). At the same time, citations from online sources should be written in the format (Last name of author/editor/institution, year of posting). Please avoid writing quotes from a second source, such as Mulyana (2000, 56) in Subekti (2016, 23). Instead, write quotes from directly used sources, such as Mulyana (in Subekti, 2016: 23).

RESEARCH METHODS

The article's research method describes the research type, subject and object of the study, time and location of the research, research instrument, sampling method, data collection, and data analysis.

RESULTS AND DISCUSSION

The study's results describe the main findings, presented systematically, with only the results of data/information related to the research objectives. The discussion in the research article explains the results obtained from the research.

The author compiles, analyzes, evaluates, interprets, and compares the results of the latest findings with current research findings. Therefore, the author must pay attention to the consistency of the article, from the title to the bibliography.

Example of a table:

Table 1 Timespan of a Business using Instagram

No	Category	F	%
1	<6 months	8	12,9
2	7-9 months	4	6,4
3	10-12 months	11	17,7
4	13-24 months	13	21,0
5	>24 months	26	42,0
Total		62	100.0

Source: Research Results, 2015

Existing tables or figures are presented with sufficient explanations and by including numbers and titles. The number and title of a

table are placed above, while the number and title of a figure are placed below. Complete the existing tables and figures by writing the source under each table/figure. The table is created without a vertical border.

Example of Figure/Picture:



Source: Unpad, 2017

Figure 1 MOU Signing of PSDKU
Unpad-Pangandaran

Avoid using sub-heading in the results and discussion sections. All results and discussions in the article are written in essay form, so no numeric or alphabetical format separates chapters/sections or marks new chapters/sections.

CONCLUSION

The content of the conclusion should be the answer to the question and research objectives. With that in mind, conclusions are presented in one paragraph, without bullet points, and are not expressed in statistical sentences. The conclusion chapter should be concluded with one paragraph of research results suggestions.

This section is required to be included in the manuscript!

Acknowledgements (Times New Roman 10): In this section, you can acknowledge any support given which is not covered by the author contribution or funding sections. This may include administrative and technical support, or donations.

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Example: "Conceptualization, X.X. and Y.Y.; methodology, X.X.; software, X.X.; validation, X.X., Y.Y. and Z.Z.; formal analysis, X.X.; investigation, X.X.; resources, X.X.; data curation, X.X.; writing—original draft preparation, X.X.; writing—review and editing, X.X.; visualization, X.X.; supervision, X.X.; project administration, X.X.; funding acquisition, Y.Y. All authors have read and agreed to the published version of the manuscript."

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REFERENCES

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Book

Kotler, P and Keller, K. L. (2012). *Marketing Management*. Prentice Hall.

Article from website with writer's name

Simmons, B. (2015, January 9). The tale of two Flaccos. Accessed from: <http://grantland.com/the-triangle/the-tale-of-two-flaccos/>

Article from website without writer's name

Teen posed as doctor at West Palm Beach hospital: police. (2015, January 16). Accessed from: <http://www.nbcmiami.com/news/local/Teen-Posed-as-Doctor-at-West-Palm-Beach-Hospital-Police-288810831.html>

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Nevin, A. (1990). The changing of teacher education special education. *Teacher Education and Special Education: The Journal of the Teacher Education Division of the Council for Exceptional Children*, 13(3-4), 147-148

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Jameson, J. (2013). E-Leadership in higher education: The fifth "age" of educational technology research. *British Journal of Educational Technology*, 44 (6), 889-915. <http://doi.org/10.1111/bjet.12103>

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Kammen, C. & Wilson, A. H. (2012). Monuments. *Encyclopedia of local history*. (pp. 363-364). Lanham, MD: AltaMira Press.

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