

**THE TITLE SHOULD BE SHORT, INFORMATIVE, AND NO MORE THAN 15 WORDS
(Cambria 12, block letters and bold)**

***First Writer¹, Second Writer², & Third Writer³ etc
(Cambria 11, italics and bold)***

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Abstract: Abstract is written in two languages, English and Indonesian. Abstracts are written in a short amount of no more than 200 words. The abstract must contain the background and focus, the research gap, the methods used (the research design, population and sample along with the sampling techniques used, data collection, and data analysis techniques), the research results, and the conclusions. It is written in Cambria typeface 11, 1 line space, with mirror margin settings: top 2.54 cm, inner 2.54 cm, bottom 2.54 cm, and outer 2 cm with indentation. Keywords should be carefully selected to facilitate reader search and can be written up to five words.

Keywords: up to five words, written cambria 11 spaces 1, *no spacing style*

INTRODUCTION (10%) (Cambria 11, block letters and bold) (no numbering)

The introduction contains the background of the problem to be examined. The background is supported by references from the literature and the results of previous related research, both conducted by the author and by others. In the Introduction chapter, the position of research among previous studies is also explained.

The introduction clearly reveals the issues that are the focus of the research, the objectives of the research, and its urgency. Citations in the manuscript refer to *APA style* for example: Kridalaksana (2008) states that... (p. 44)

THEORETICAL FOUNDATION (15 %)

The theoretical foundation is described from a literature review and compiled by the author as a frame of reference in solving problems. The theoretical foundation is not just a set of definitions of a term. The descriptions in this chapter use relevant, strong, sharp, and up-to-date references. The theories written in this chapter are theories used in data analysis or discussion.

The foundation of the theory can be written in subchapters while still considering the quota of 15% of the entire body of the manuscript. All sources referenced or cited must be listed in the bibliography.

RESEARCH METHODS (10%)

The method contains information about the type or nature of research, data and data sources, data collection techniques, data collection instruments, data collection procedures, and data analysis methods.

RESULTS OF RESEARCH AND DISCUSSION (50%)

Results and Discussion present the findings or data obtained after conducting data collection and analysis, and also describe the process of addressing the research problems through analysis and evaluation of the data by applying the theories, approaches, and methods outlined in the

THEORETICAL FRAMEWORK and RESEARCH METHODS chapters. The Discussion section is divided into several subsections (up to third-level subsections), with the subsection format as follows.

Subchapter Level I

Discussion of the results of analysis and evaluation can apply comparison methods, the use of equations, graphs, images, and tables. The use of graphs, pictures, and tables, should be really relevant and important in the discussion process.

Subchapter Level II

Each table, figure, or graph should be numbered (in the order in which it appears in the text) and named and placed as close as possible to the paragraph in which the table and graph are discussed. The table name is used to refer to the table in the text (not using the references: "table above", "the following table", but using the references: Table 1, Table 2, etc.) Inclusion of tables/data that is too long (more than one page) should be avoided. Interpretation of the results of the analysis to obtain answers, added value, and benefits that are relevant to the problem and research objectives.

Subchapter Level III

The number of tables is not allowed to exceed 25% of the entire body of the manuscript (Introduction, Theoretical Foundation, Research Method, Discussion, and Conclusion). Table names include numbers, names (in the form of the core of the table content), and table contents written in *Cambria 9, no spacing style*. If a table, figure, or graph is obtained from a source, write the source at the bottom of the table, as in the following example.

Table 1. Table Title	
Column Title	Column Title
Line 1	A
Line 2	B
Line 3	C
etc.	etc.
Source: Source Table (2010)	

After the discussion, before entering the CLOSING chapter, give a paragraph that leads the reader to the conclusion as an answer to the research problem.

CLOSING (15%)

The conclusion is the answer to the question contained in the INTRODUCTION chapter. The closing is not a rewrite of the discussion nor a summary, but a brief presentation of the answer to the problem in the form of one or two whole paragraphs.

AUTHOR'S CONTRIBUTION

Author contributions are a clear exposure of the contributions of all listed authors. Contributions can be in the form of creating ideas, creating article sections, collecting data, data analysis, improving writing, translation, and others.

REFERENCE LIST

All libraries written in the bibliography are cited in the body of the manuscript. Bibliography and citations use the APA (*American Psychological Association*) style.

Azra, A. (2000). The Islamic factor in post-Suharto Indonesia. In C. Manning & P. V. Diermen (Eds.), *Indonesia in transition: Social aspects of reformasi and crisis* (pp. 309-318). Singapore: Institute of Southeast Asian Studies.

Kridalaksana, H. (2008). *Word Class in Indonesian*. Yogyakarta: Student Library.

Littlejohn, S. W. (2002). *Theories of human communication* (7th ed.) California: Wadsworth.

Rahman, A. (2008, January 23). The Meaning of Myths. Obtained from <http://www.esasterawan.net>.

Supriadi, A. (2010). Uncovering the theory and criticism of Islamic literature [Book review of *Malaysian and Singaporean literary theory and criticism*, by A.R. Napijah]. *Journal of Metastasis*, 3(2), 202-206.s

احمد عوده (2011). معايير ضمان الجودة المشتقة من المتأثرين بنتائج التقييم في المدرسة (مدخل مقترح لتحفيز الاعتماد والجودة). المجلة الأردنية في العلوم التربوية، 7(2)، 163-193.