JUPIIS: Jurnal Pendidikan Ilmu-ilmu Sosial

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Abstract

Abstract describes in general the issue of the research reported in the manuscript, written complete and clear. Abstract should be written in both English and Indonesian in a single paragraph, 150– 200 words, highlighting the key messages from the research like research goals, methods, and findings and shows how the paper contributes to the field of education. Key words should be written under the abstract in bold italics and should reflect the substance of the paper. Key words should also be mentioned in the title. Format of the writing of abstract and key words, as well as the body of the article must follow this template.

Key words: *abstract, italic, maximum five words, template*

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INTRODUCTION

This template is written as a guideline to writing for the journal of JUPIIS. researchers must follow the writing rules, such as font, size, layout, number of words, and the writing system and references. also, the writing should follow the Enhanced Indonesian Spelling system (EYD), use proper vocabulary and follow the writing rules. If the article is written in English, it must be in correct English grammar and has been carefully proofread by a linguist. In addition, the journal must follow publication ethics.

The paragraph of the journal, as well as the bibliography, must be written in two colomns, such as in this template. The first line of the first paragraph after a subtitle is written without an indent (in order with the heading). In the next paragraph, the first line is indented by onetab space which should be set to 1.27 cm.

It would be easier to use Microsoft Word software in writing a paper. Use the Page Layout menu to set the paper size at A4 and the margins at normal (1 inch = 2.54 cm). The space between the lines is single (no more space between each paragraph). And the font used is Book Antiqua size 11.

Overall, the articles should be between 5000 to 8000 words, excluding bibliography. The scientific journal is divided into the following section: introduction, methods, results and discussion, and conclusions. Firstly, the introduction, containing research background, (supported by literature review) should be about 20% of the overall word count. Secondly, the methodology. it contains a brief description of the research method used in the research (approximately 10% of the total word count). Next is results and discussion section. This section makes up about 65% of the overall word count and it must be refered or linked to the results of previous studies. lasty, the conclusions which should be presented clearly and concisely (about 5% of the total word count). It intends to answer the reserch questions.

The author is advised to write one paragraph of acknowledgment to the people who were most helpful during the study such as the funder of the research. This section is written before the bibliography. For the referencing style, it must follow the American Psychological Association (APA) sixth edition, published in 2010.

METHODOLOGY

In this section, researchers should explain the research methods used, such as the procedures used in the research. Research tools, materials, media or instruments must be well described. supplementary materials of the research also should be included in appendixes to help the readers have a better understanding of the research (i.e. sample of research material used).

If the research uses statistical analysis, the commonly used statistical formula should not be written. the researchers should explain a specific approach in collecting and analyzing data in this section by citing the references source used.

DISCUSSION

Heading

Results and discussions must be in bigger font size and if needed, headings could be added. furthermore, the paper may contain tables and/or figures which should be in the right portion (not too big, lengthy, and too many). The tables and figures should be presented in various ways. Finally, the tables and figures presented should be cross-referenced within the text.

Below is an example of a table. Table 1 explains the styles in the template of this article. On the other hand, Figure 1 explains the proportion of number of words in each section. The tables have no vertical lines. While the horizontal lines are only used at the top and the bottom of the table. The tables' font size may be reduced, and sources of the table should be presented.

Table 1. Material Expert Validation Results

No	Item	Score	Max Score	Presentage	Criteria
1	Content Eligibility	16	20	80	Eligible
2	Serving Eligibility	4	5	80	Eligible
3	Language	3	5	60	Enough/Nearly
4	World history material approach	4	5	80	Eligible
Total				27	
Max Score				35	
Presentage				77,1%	
Criteria				Eligible	

Source: Research Results, 2019

A discussion of the research results must be linked to the results of previous studies that have been published (It is recommended to refer to the JUPIIS JOURNAL).

The reference should follow the American Psychological Association (APA) style (6th edition 2010). Many websites provide information about APA citation and style guides, such as Purdue Online Writing Lab. Only write authors' names in the body text for references retrieved from online

journals. while the website is written in the bibliography (see Purdue Online Writing Lab).
JUPIIS JOURNAL uses credible sources written by experts and have been peer-reviewed before publication. below are the examples of in-text APA referencing style.

Firstly, in-text referencing. for a single author name, it should be in a bracket with a comma before the year (i.e. (Madya, 2011)). for two authors, it should be (Tabachnick & Fidell, 2007). for two to five authors, write all of their first names of the very first citation (i.e. (Thomas-Hunt, Ogden, & Neale, 2003)), and further citation should only write the first author's name and add 'et al.' before the year (e.g. (Thomas-Hunt et al., 2003)). furthermore, for more than five authors, write only the first author's name , and add 'et al.' before the year, such as (Fuchs et al., 2000).

Another way to write in-text referencing is by writing the authors' names outside the bracket, such as Madya (2011) followed by the quote or statement. If it is a direct quote, the page number should be presented, for instance, (Tobias & Duffy, 2009: 23) or (Tobias & Duffy, 2009: 23-28).

write direct quotations containing less than 40 words in one paragraph (not separated) and enclosed in quotation marks. for quotations more than 40 words, make a new line and indent half an inch the quote to separate it from the main text without quotation marks. however, It is better to limit the use of direct quotes. the example of direct quotation for more than 40 words as follows:

> *… when each group member has acquired a different knowledge base and combinations of knowledge are required to solve a problem, collaborative learning (heterogeneous) could be an advantage. If group learning is desirable in school, then teachers need to structure the curriculum to permit each student to acquire a different knowledge base before instructing them in collaborative work.*(Retnowati, 2012: 338)

If the citation is from multiple works, the source should be written by listing all references in alphabetical order, separating them with a semicolon (;) (i.e. (Ritter, Nerb, Lehtinen, & O'Shea, 2007; Sahlberg, 2012; Schunk, 2012)).

It is worth noting that the name should be mentioned is the authors' last name, regardless of their ethnicity. For example, the Indonesia name such as Burhan Nurgiyantoro and Anwar Efendi written as (Nurgiyantoro & Efendi, 2013).

Include the original authors' name if the citations are from a translated source the publication year of the original source as well as the year the translation was published as an example, see the reference list of the original (Schunk, 2012a) and the translation Schunk (2012b).

According to APA, especially the publisher of the city of the United State of America, it must include the name of the state abbreviated in two capital letters. For example, the city of New York is located in the state of New York, so it abbreviated as (NY), the city of Boston is in the state of Massachusetts, then it isi abbreviated as (MA). Other than cities in America, use the original city name.

if the citation is available in two versions (printed and online), include the website address, such as (Bransford, Brown, & Cocking, 2005). the website address can be Http: // www or information in the form of DOI (digital object identifier). At the moment, most scientific periodical journals and ebooks have had information about DOI.

The next discussion is citations of government publications. Firstly, the citations format retrieved from the government's books/ reports/ articles should be written the same as sources retrieved from the general institutions. Researchers should be able to identify the name of the authors (mentioning authors' names). State the publisher instead, if there is no information about the authors.

Author, A. B. or Name of Department/Agency. (YEAR). *Title of document: Subtitle* (Report No. # [if available]). Location: Publisher.

Example (1):
National Council of Teachers of Mathematics in USA (NCTM, 2000) set standards for learning mathematics

Example (2):
Author, A. B. or Name of Department/Agency. (YEAR). *Title of document: Subtitle* (Report No. # [if available]). Retrieved from [Agency Name (if not same as author) website:] http://url

Department of the Prime Minister and Cabinet. (2008). *Families in Australia: 2008. Australia.* Retrieved from http://www.dpmc.gov.au/ publications/families/index#contact

Lastly, citations from the law and regulations. for

this type of citations, only mention the regulation name. however, mention the name of the law. an example of in-text referencing: (Child Protection Act 1999 (Qld), s.5.). Includes Child Protection Act 1999 (Qld), s.5. in the reference list. Another example is when referring to RI Law No. 14 (2005) or Permendiknas No. 22 (2006); the name of the agency does not need to be mentioned as the author.

A Bibliography appears at the end of the paper with the same font type and size as the body paragraph. Bibliography arranged alphabetically. All in-text referencing should be included in the reference list and vice versa. All researchers must follow publication ethics, especially in terms of direct or indirect quotations.

The editorial team of JOURNAL JUPIIS recommends writers to benefit software such as Mendeley, Zotero, EndNote, Grammarly, and/or WhiteSmoke to help writing articles more easily and efficiently. Using a standardized writing format can make it easier for readers to better understand the research contents.

CONCLUSION

The conclusions of the research results should be in narrative form, not a pointer. Also, it should clear, concise, and synchronized with the research questions.

ACKNOWLEDGMENT

This section contains gratitude to the people who have contributed to the research, such as sponsors.

REFERENCE LIST

References should be from reliable sources, with a minimum of 10 references. Every reference listed in the bibliography must be cited in body text and vice versa. Primary references should be more than 80% and published in the last 5 years. The references list should be arranged alphabetically by the author's surname of the first author and year of publication, using the APA 6th Edition citation system. below are the examples of writing the reference list:

Journal Article (Primary Journal)

Othman, A., & Gloaguen, R. (2013). *River Courses Affected by Landslides and Implications for Hazard Assessment: A High Resolution Remote Sensing Case Study in NE Iraq–W Iran. Remote Sensing, 5*(3), 1024–1044.

Books

Danoedoro, P. (2009). *Land-use Information from the Satellite Imagery: Versatility and Contents for Local Physical Planning.* Lambert Academic Publishing AG & Co. KG.

Article in a Book

Berjak, P., J.M. Farrant, D.J. Mycock and N.W. Pammenter. (1989). *The basis of recalcitrant seed behavior.* 98-112 pp. In Talorson, R.B. (ed.) *Recent advances in the development and germination of seeda.* Plenum Press, New York.

Thesis/Disertation

Aziz, N. (2006). *Analisis Ekonomi Alternatif Pengelolaan Ekosistem Mangrove di Kecamatan Barru, Kabupaten Barru.* Tesis Sekolah Pascasarjana Institut Pertanian Bogor. Bogor. 105 hlm.

Laws/ Regulations

RI (Republik Indonesia). (2012). Undang-Undang No. 18 Tahun 2012 tentang Pangan. Lembaran Negara RI Tahun 2012, No. 227. Sekretariat Negara. Jakarta.

Peraturan Gubernur Jawa Barat. (2010). *Rencana Tata Ruang Wilayah Provinsi Jawa Barat Tahun 2009-2029.* Peraturan Daerah Nomor: 22 Tahun 2010. Gubernur Jawa Barat. Bandung.

Proceedings Script

Setiawan I. B. (1999). *Studies on environ-mental change and sustainable development of Cidanau Watershed.* Proceeding of International Workshop on Sustainable Resources Management of Cidanau Watershed. Vol.1. RUBRD-UT/IPB. Bogor.

Converence Script

Mabowe, B. R., A. de Gier, Y.A. Hussin, M. Lubczynski and T. Obakeng. (2006). *Estimation of Above Ground Biomass of Dry Savannah Trees in Sarowe Savannah Woodland, Bostwana Using Remote Sensing and GIS.* An Article in 6th International Conference on Earth Observation and Geoinformation Sciences in Support of Africa's

Development, 30 October - 2 November 2006. Cairo.

Research Report Manuscript

Koeshendrajana, S., Priyatna, F N. dan Mulyawan, I. (2008). Riset Identifikasi, Karakterisasi dan Valuasi Sosial Ekonomi Sumberdaya Perairan Umum Daratan. Laporan Teknis Kegiatan Penelitian. Balai Besar Riset Sosial Ekonomi Kelautan dan Perikanan No. 10: 8-29. BRKP. Jakarta.

Online Source

Brown, S. (1997). *Estimating Biomass and Biomass Change of Tropical Forest.* FAO Forestry Paper 134. FAO, Rome. Cited in http://cdm.unfccc.int/Panels/ar. [17 September 2007]