

## The Title Should be Brief, Clear and Reflect The Content of The Manual

(8–14 words; the title must reflect the research focus, empirical context, and main variables, and should avoid normative or non-academic expressions)

Times New Roman 14, Bold, Single Spacing)

**Author Name<sup>\*1</sup>, Author Name<sup>2</sup>, Author Name<sup>3</sup> (Bold 11 pt)**

<sup>1</sup> Author Affiliations, Country (11 pt)

<sup>2,3</sup> Author Affiliations, Country (11 pt)

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|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Abstrak</b>      | <p>Abstrak harus memberikan ringkasan singkat mengenai latar belakang penelitian, tujuan utama, metodologi, temuan utama, serta kebaruan atau kontribusi utama dari penelitian. Abstrak harus lebih berfokus pada hasil penelitian, bukan pada deskripsi umum. Hanya satu tujuan utama penelitian yang harus dinyatakan, metode utama harus disebutkan secara jelas, dan kalimat penutup harus ditulis dengan jelas serta konsisten dengan judul artikel.</p> <p>Abstrak wajib secara eksplisit menyatakan kebaruan atau kontribusi penelitian. Abstrak harus ditulis dalam bahasa Inggris akademik yang jelas dan secara akurat merepresentasikan isi artikel.</p>                    |
| <b>Kata Kunci :</b> | 3–5 kata, disusun berdasarkan urutan alfabet.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Abstract</b>     | <p>The abstract should provide a concise summary of the research background, main objective, methodology, key findings, and the novelty or main contribution of the study. The abstract should focus primarily on the research results, rather than general descriptions. Only one main research objective should be stated, the principal method should be clearly mentioned, and the concluding sentence should be written clearly and consistently with the article title.</p> <p>The abstract must explicitly state the novelty or contribution of the research. The abstract should be written in clear academic English and accurately represent the content of the article.</p> |
| <b>Keywords:</b>    | Keywords: 3–5 words, alphabetically ordered.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



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## INTRODUCTION (Garamond 11, Capital Bold, Space 1)

### Garamond 11, Single Spacing

The introduction serves as the argumentative foundation of the article and must demonstrate the urgency, scholarly relevance, and novelty of the research. The introduction should not be purely conceptual, but rather analytical, grounded in empirical evidence and up-to-date scholarly literature.

Systematically, the introduction must include the following elements: (1) Background and Empirical Phenomenon: A clear description of the research context supported by relevant data, facts, or preliminary empirical findings, explaining why the issue is important and relevant in both

academic and practical contexts. (2) State of the Art: A critical review of relevant previous studies, particularly from accredited national journals and reputable international journals (published within the last 5–10 years), to position the study within the current body of knowledge. (3) Research Gap Analysis: An explicit explanation of what has been addressed by previous studies and what remains underexplored or insufficient, thereby justifying the need for the present research. The research gap must be stated clearly and argumentatively, not implicitly. (4) Research Objectives and Novelty: A clear formulation of the main research objective(s) and a strong statement of the novelty or scholarly contribution of the study, whether theoretical, methodological, or practical, in comparison with prior research.

The introduction should be approximately 2–3 pages in length, written in Times New Roman 11, single spacing, and organized into logically connected argumentative paragraphs.

## **Literature Review**

As an integral part of the Introduction, the literature review provides a critical and analytical synthesis of relevant scholarly works that form the theoretical and empirical foundation of the study. This subsection is not intended to be a standalone chapter, but rather a structured argumentative narrative embedded within the Introduction to demonstrate the author's mastery of the research domain and to position the study within existing academic discourse.

The literature review should go beyond summarizing previous studies. Authors are expected to critically evaluate, compare, and contrast key theories, models, methodologies, and empirical findings from prior research published in accredited national journals and reputable international journals, preferably within the last 5–10 years. Emphasis should be placed on identifying patterns, inconsistencies, limitations, and unresolved issues in the existing body of knowledge.

Through this critical engagement with the literature, the author must clearly articulate the state of the art of the research topic and logically lead to the identification of the research gap. The literature review should explicitly show how the present study differs from, extends, refines, or challenges previous studies, thereby justifying the necessity and originality of the research. Conceptual frameworks, theoretical propositions, or hypotheses (if applicable) may be introduced in this subsection, provided they directly support the research objectives.

This integrated literature review strengthens the coherence of the Introduction by ensuring that background context, prior research, research gaps, and novelty are presented as a single, continuous scholarly argument rather than as fragmented elements.

## **METHOD**

### **Garamond 11, Single Spacing**

This section explains how the research was designed and conducted, enabling readers to understand, evaluate, and replicate the research procedures. The method should be written in a descriptive-analytical manner, rather than conceptual or definitional.

In general, the research method must include the following components: (1) Research Design and Approach: A clear explanation of the type, design, and approach of the research (e.g., quantitative, qualitative, or mixed methods), along with the scientific justification for choosing the approach in relation to the research objectives and problem characteristics. (2) Participants, Population, and/or Sample: A detailed description of the research subjects, population, sample, or informants, including selection criteria and key characteristics relevant to the research focus. (3) Data Collection Techniques and Instruments: An explanation of the data collection methods (e.g., survey, interview, observation, documentation) and a detailed description of the research instruments, including development procedures and validity and/or reliability testing, where applicable. (4) Data Analysis Techniques: A systematic description of the data analysis procedures, whether statistical or thematic/interpretative, including the stages of analysis conducted. (5) Data Trustworthiness and Ethical Considerations: An explanation of strategies used to ensure data validity, reliability, or trustworthiness (e.g., triangulation, member checking, audit trail), as well as ethical considerations, including participant consent and data confidentiality, where relevant.

For qualitative studies (e.g., case studies, phenomenology, ethnography, or action research), this section should also explain the role of the researcher, research context and location, duration of the study, informant characteristics, and trustworthiness strategies. Subheadings may be used where necessary, provided they are functional and not excessive.

## RESULTS AND DISCUSSION

### Garamond 11, Single Spacing

This section constitutes the core of the research article and is usually the longest section. The results presented should be final findings, without detailing intermediate analytical procedures such as statistical calculations or hypothesis testing processes. Tables and figures may be used to clarify the presentation of results and must be properly described and discussed.

For qualitative research, the results may be organized into thematic sub-sections directly related to the research focus and categories. The discussion aims to: (1) Answer the research questions or objectives; (2) Explain how the findings were obtained; (3) Interpret the findings analytically; (4) Relate the findings to established theories and previous studies; (5) Highlight new theoretical insights or modifications to existing theories.

The discussion must emphasize the novelty and contribution of the findings, comparing them with relevant prior studies. Numbering and bullet points should be avoided; instead, use coherent argumentative paragraphs. Data should be presented clearly, preferably through tables or figures where appropriate, and conceptual repetition should be avoided.

The use of tables and figures must be mentioned in the text by mentioning table 1; figure 1 and so on

**Table 1** Captivates The Table Description

| Entry | Entry | Entry |
|-------|-------|-------|
| Entry | Data  | Data  |
| Entry | Data  | Data  |

Source: Binder (2023)



**Figure 1.** Write Down a Picture Description

Source: Binder (2023)

If you use a mathematical format, it can be written as follows:

$$n = a+b$$

Description of the formula can be written here

An explanation of the mathematical formula can be written here. An example of direct quoting is as follows:

Fill in the quote directly. Quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote quote Text excerpt continues here. Evidence should be formatted as follows: quote quote quote quote quote quote quote quote quote quote quote,

Explanation of the quote can be written here

## CONCLUSION

Times New Roman 11, Single Spacing (maximum 500 words). The conclusion provides a concise summary of the main findings in relation to the research objectives. It should highlight the

key contributions of the study and may include theoretical and/or practical implications, as well as limitations and suggestions for future research. The conclusion should not merely restate the results but synthesize them into clear scholarly insights.

## REFERENCES

The reference list includes all sources cited in the manuscript and must correspond exactly to the in-text citations. All cited sources must appear in the reference list, and vice versa.

### General Requirements:

- 1) A minimum of 25 scholarly references is required.
- 2) At least 60% of references must be journal articles, from accredited national journals or reputable international journals.
- 3) At least 70% of references should be published within the last 5–10 years, except for seminal or classical works.
- 4) The use of non-scholarly websites is strictly limited and allowed only for official data, policies, or reports.
- 5) Each reference must include a DOI or permanent URL, where available.
- 6) References must be managed using reference management software (Mendeley, Zotero, EndNote, or similar).
- 7) The reference style must consistently follow APA Style (latest edition).

### Examples of References:

#### Journal Article

Author's Last Name, Initials. (Year). Title of the article. *Journal Name*, Volume(Issue), page range. <https://doi.org/xxxxx>

#### Book

Author's Last Name, Initials. (Year). *Title of the book*. Publisher. DOI or URL

#### Thesis or Dissertation

Author's Last Name, Initials. (Year). *Title of thesis or dissertation* [Master's thesis/Doctoral dissertation, Institution Name]. Repository/Database. URL

#### Official Documents / Websites (Limited)

Organization/ Author. (Year, Month Date). *Title of document*. URL

*Note: Website sources should not be used as primary references and must not dominate the reference list.*