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# INTRODUCTION (bold, 12pt)

The introduction must contain what the authors hoped to achieve and state the problem being investigated. The authors are encouraged to write the background of their articles in four (4) parts.

First, it should indicate the practical or theoretical problem, which is the basis of the research. It could be written in one or two paragraphs.

Second, provide recent studies in the area of the focus problem. These studies are needed to establish a state-of-the-art statement of the field of research and identify the limitations of recent studies. It could be written in two or three paragraphs.

Third, identify the gap between the recent studies and the current empirical and theoretical aspects of the focused study. Typically, the introduction should summarize relevant research to provide context and explain what other authors' findings, if any, are being challenged or extended. It could be written in one or two paragraphs.

Fourth, state the research question and research objectives based on the previous paragraph's gap analysis. Furthermore, please indicate the novelty of the research. It could be written in one paragraph.

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# METHOD (bold, 12pt)

In general, this section describes how the study was conducted. The subject matters of this section are: (1) the study design; (2) the sample population or subject of the research; (3) data collection techniques and instrument development; (4) and data analysis techniques. Please use descriptive paragraphs. Use these questions as a guideline to write the method: (1) Is the design suitable for answering the question posed?; (2) Is there sufficient information present to replicate the research?; (3) Does the article identify the procedures followed?; (4) Are these ordered in a meaningful way?; (5) If the methods are new, are they explained in detail?; (6) Was the sampling appropriate?; (7) Have the equipment and materials been adequately described?; (8) Does it clear what type of data was recorded?; (9) Have the data been precise in describing measurements?

It is important to note that not need to use too many formulas or tables unless it is necessary to be displayed. This section must be written out briefly, concisely, clearly, but adequately to be replicated. This section explains the research approach, subjects of the study, the conduct of the research procedure, the use of materials and instruments, data collection, and analysis techniques. These are not theories. In the case of statistical methods, formulas that are generally known should not be written down. Any specific criteria used by the researcher in collecting and analyzing the research data should be thoroughly described. This section should be written not more than 10% (for qualitative research) or 15% (for quantitative analysis) of the body. [Calibri, 11, spasi 1,0].

# RESULTS AND DISCUSSION (bold, 12pt)

This section is the central part of the article. It is where the author should explain in words what the author’s discovered in the research. It should be laid out and in a logical sequence. The results of the study presented in this section result from a clean process of data analysis, such as statistical calculations and testing processes or other processes for the achievement of its research. State the findings of the study concisely. If the authors want to display a table, use the following format:

Table 1.It is the title of the table

|  |  |  |
| --- | --- | --- |
| Column 1 | Column 2 | Column 3 |
| Data 1 | Data 4 | Data 7 |
| Data 2 | Data 5 | Data 8 |
| Data 3 | Data 6 | Data 9 |
| Total | Sum Column 2 | Sum Column 3 |

Based from (optional on the text)

Table 2.It is the title of the table

|  |  |  |
| --- | --- | --- |
| Column 1 | Column 2 | Column 3 |
| Data 1 | Data 4 | Data 7 |
| Data 2 | Data 5 | Data 8 |
| Data 3 | Data 6 | Data 9 |

Based from (optional on the text)

The tables' title should be on top, while the title of the image, picture, or chart should be placed beneath. For scripts written in English, thousands are marked using commas; e.g., 1200300 is written as 1,200,300. Decimal points are marked with a period followed by two number digits, e.g., 12.34. For figures lower than 1, the zero is not needed, e.g., .12. The alphabet is italicized for mathematical symbols or notations, but Greek letters are written upright using the correct symbols. The equal sign is given a punch space before and after; e.g. (English format): r = .456; p = .008. For statistical values having degrees of freedom such as t, F, or Z, the degree of freedom is written in braces such as t(52) = 1.234; F(1, 34) = 4.567. The tables' title should be on top, while the title of the image, picture, or chart should be placed beneath. For scripts written in English, thousands are marked using commas; e.g., 1200300 is written as 1,200,300. Decimal points are marked with a period followed by two number digits, e.g., 12.34. For figures lower than 1, the zero is not needed, e.g., .12. The alphabet is italicized for mathematical symbols or notations, but Greek letters are written upright using the correct symbols. The equal sign is given a punch space before and after; e.g. (English format): r = .456; p = .008. For statistical values having degrees of freedom such as t, F, or Z, the degree of freedom is written in braces such as t(52) = 1.234; F(1, 34) = 4.567.

## Figures and Tables

Place the labels above for tables and below for figures. Write the table label in specific, for example Table 1, in case the author refers the Table 1 mentioned. The example of writing table and figure information is as below.

**Table 1.** Table format

|  |  |
| --- | --- |
| **Table Head** | **Table Column Head** |
| **Table column subhead** | **Subhead** | **Subhead** |
| *copy* | More table copya |  |  |

Sample of a Table footnote. *(Table footnote)*

**Figures must be discussed in paragraphs. The figures quality must be good and high resolution. Figures are numbered in the order in which they are presented (Figure 1., etc.). The title of the figure is placed under the image with the center position (center justified).**

**Fig. 1.** Example of figure information

# CONCLUSION (bold, 12pt)

This part consists of two (2) sub-parts: the article's conclusion and suggestions or recommendations from the research. Conclude the article critically and logically based on the research findings. Please be careful in generalizing the results. The authors should also state the research limitation in these parts. Generally, the conclusion should explain how the research has moved the body of scientific knowledge forward. In suggestion, please describe the author's recommendations for further studies regarding the author's research implication. [Calibri, 11, spasi 1,0].

# ACKNOWLEDGMENT (bold, 12pt)

This section can be written in case there are certain parties need to be acknowledged, such as sponsors/funding (complete with contract number and year). The acknowledgement must be written in brief and clear. Besides, avoid hyperbole acknowledgment.

The conclusion section must be written in Calibri, font size 11, 0 pt before spacing, and 0 pt after spacing.

# REFERENCES (bold, 12pt)

Citation and referencing must be written based on APA style 6th Edition which is organized by using Mendeley software’s latest version. References used at least 30, 80% primary sources (reputable journals and research reports or community service report) and 10 (ten) years of publication. All references must be tracked online (have DOI or URL).

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##### Supplementary Material

Supplementary material that may be helpful in the review process should be prepared and provided as a separate electronic file. That file can then be transformed into PDF format and submitted along with the manuscript and graphic files to the appropriate editorial office.