**TITLE**

*1First author’s Name, 2Second author’s Name, 3Third Author’s name*

*(Write down first, second authour’s name and so on)*

*1First author’s institution, 2Second author’s institution, 3Third author’s institution*

*1First author’s email address, 2Second author’s email address, 3Third author’s email address*

Example:

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*1,3Fakultas Ekonomi Universitas Gunadarma, 2Fakultas Psikologi Universitas Gunadarma*

*Jl. Margonda Raya No. 100, Depok 16424, Jawa Barat*

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**Abstract**

*Abstract is written in 11-point Times New Roman font, italic and single spaced. One paragraph should include objectives, methodology, result and conclusion of the research. It should not be more than 200 words in length.*

***Keywords****: up to 5 keywords and alphabetical (aaaa, bbbb, cccc, dddd, eeee)*

**(write down again the title and abstract in English as well as the keywords)**

**INTRODUCTION**

Introduction contains a brief research background, and purpose. Theories that support the study does not need to be included in this section, but similar research that has been done can be stated here.

**LITERATURE REVIEW**

Literature review is a state of the art of the research that is conducted, which contains concepts, theories that support the research, and previous research which become the main reference for the research. If the research conducts empirical tests, then this part also contains the mindset for the hypothesis.

**RESEARCH METHOD**

The research method is the research procedure and technique. Between one study and another, the procedures and techniques will be different. If it is not different, it means that the research only repeats pre-existing research. But that does not mean everything has to be different. For social research, for example, the study population might be the same, but the sampling technique is different, the data collection technique is different, the data analysis is different, and many more. Please explain clearly, do not just copy them from other research. If you want to determine in what category your research is, please pay attention well, and do not just copy from other research. This chapter can be divided into several sub-chapters, but you do not need to include the numbering.

**RESULTS AND DISCUSSION**

This chapter contains data (in brief writing), data analysis and the interpretation of the result. Use theories and the results of the previous research in this chapter to interprate the result, of course not by copying and pasting, but by writing appropriate sentences as the interpretation. Seen from the writing proportion, this chapter should take the most portion—up to 50% or more. This chapter can be divided into several sub-chapters, but you do not need to include the numbering.

Captions for “Table” and “Figure” along with the following number is written in one line. The title of tables should be centered (sentence case) above the table body using *single* spacing line. Tables should be in Ms. Word-table format (not in form of picture as the copy paste of SPSS or Excel). The source of the table is written below the table in center alignment with font size of 10 pt.

Figures are best put in the format of JPEG. The title of the figure is written below the figure (after the figure) using *single* spacing line. The source of the figure is written after the figure title using *single* spacing line in center alignment with font size of 10 pt.

All the symbols use standard symbols in Word Processor (for MS Word users, there is menu Insert 🡪 Symbol)

Every kind of formula is written with Mathematical Equation (for MS Word users, there is menu Insert => Equation), including Division, Zigma, Square Root, Matrix, Integral, Limit/Log, Square, etc.

**CONCLUSION AND SUGGESTION**

This chapter contains conclusion and suggestion. The conclusion and the sugestion can be written in different sub-chapters. Conclusion answers the purpose of the research, does not repeat the theories, and states the result of the research briefly (not a brief discussion). Suggestion is about further research which need to be conducted to complete the research result in order to make it more useful. A research is not always useful for society if it is conducted once, but a series of research wich go on may be needed.

**BIBLIOGRAPHY**

This chapter contains merely references that are really used; thus, references included here can be found in previous chapters. The bibliography uses the APA 6th edition (APA Guide 2017) referencing style. References used should be within the last 10 years. 80% of the references should be from primary resources (journals).

Write.The systematics of writing are:

* The list of references must be written alphabetically.
* They do not need to be categorized based on the form of books, journals, or another kind of publication.
* The writing system for books: the name of the author (the last name comes first, then the first name and so on). The year of publication. *The Title of the Book*. The Publisher, the City.

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* The writing system for undergraduate thesis/postgraduate thesis/dissertation: The Name of the Author (the last name comes first, then the first name and so on). The year of graduation. The Title. *The Information of Undergraduate thesis/Post Graduate Thesis/Disertation* (Not Published). The Publisher, The City.

Sari, Lilik. (2010). Implementasi rekonsiliasi bank terhadap UKM di Pontianak. *Skripsi* (Not published). Universitas Terbuka. Pontianak.

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* The writing system for an article on newspaper/magazine: The name of the author (the last name comes first, then the first name and so on). (Year of Publication, date). “The Title.” The Name of the Newspaper. page

Matthews, L. (2011, November 23). Foodbanks urge public to give generously. *Manawatu Standard*, p. 4.

**AUTHORS PROFILE**

FOTO

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FOTO

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