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1. INTRODUCTION

Please use this Template to prepare your manuscript and do not alter or change the format. Manuscript in English is preferred. Should you have any question regarding the Template or manuscript’s format, please contact the Editor. The manuscript’s length should be within 6000-7000 words totally (references included). Use effective and concise sentences, and avoid writing redundant sentences in your manuscript.

In the Introduction section, state the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results. Explain how you addressed the problem in the field and clearly state the specific aims of your study.

1. LITERATURE REVIEW

This section presents a review of previous researches or literatures which discuss relevant theme. It is recommended to discuss new literatures from journal, proceeding, thesis or dissertation (with *minimum 10 years references*)..

Citations can appear in narrative form or in full parentheses. In a narrative citation, the author's name appears as part of the sentence. The year of publication can be separated in parentheses after the author's name or integrated into the sentence. As for citations in parentheses, the author's last name and year of publication appear together in parentheses. Parenthetical citations are usually placed at the end of the sentence.

Example of writing citations:This is in line with Choi's (2019) opinion that FWA studies in the context of the public sector are still relatively new whichare still developing, or the idea of implementing FWA in a number of countries has actually developed since the 1950s which at that time used the term telework (Siddhartha & Malika, 2016).

Citations of a reference with one credited author include the author’s surname and the publication year. Citations of a reference with two credited authors include the surnames of both authors and the publication year. The surnames are separated by “&” in narrative citations and by an ampersand (“&”) in parenthetical citations. Citations of a reference with three credited authors include the surname of the first author, followed by “et al.” and the publication year.

1. METHOD

In the Method section, state what the method or approach was used in the study, how the data was collected, and how it was analyzed.

1. RESULT AND DISCUSSION

The result should be clear and brief. It presents logical presentation of the data and/or information. Factual description of the data describes what the study found.

The Discussion should explore the significance of the results/findings of the work, not repeat them. It should present a summary of findings, interpretation upon the data, the similarities/differences, unexpected/negative results, and analysis based on the certain theory, approach and/or concept.

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Sub Section

It is allowed to make Sub Sections (if required) within each section. Author can add relevant Sub Sections and the title must be relevant with the content.

**Table and Graphic**

Table and graphic can be used to present numeric data. The title of the table and the graphic is put on the top, while the source is under the table or graph (see examples). It is a compulsory to put data source if author puts the table or the graphic in the manuscript.

Table 1. Number of Poor People in Indonesia in 2018 (thousand)

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| --- | --- | --- |
|  | First Semester  (March) | Second Semester (September) |
| Urban | 10,144.37 | 10,131.28 |
| Rural | 15,805.43 | 15,543.31 |
| Total | 25,949.80 | 25,674.59 |

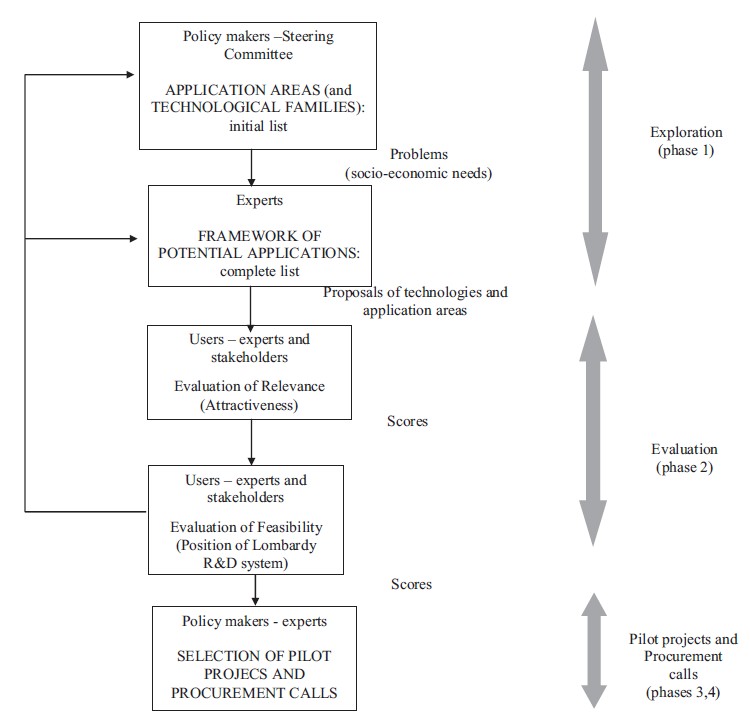
Source: BPS (2019)

Graph 1. Number of Poor People in Indonesia 2018 (thousand)

Source: BPS (2019)

**Figure/Picture and Photograph**

Figure/picture and photograph can be presented to provide any information in visual form. The title is put under the figure/picture or photograph. Each them should be completed by the source if it was taken from any source or credit information if it is owned by the author.



(Source: Vecchiato & Roveda (2014:102))

Figure 1. A3T Project: Methodology and Organization Process



(Photo: Wahyudi (20/11/2016))

Picture 1. Port of GMSS SKM in Samarinda

1. CONCLUSION

The conclusion of the study should be presented in the Conclusion section. The conclusion section should lead the reader to important matter of the paper. Present global and specific conclusions, but do not summarize the paper. The conclusions should address the problems and aims which have been stated in the Introduction.

It also can be followed by suggestion or recommendation (if any) for decision maker or further research, but it is optional.

Acknowledgement

In the Acknowledgement section, recognize those who helped Author(s) in the study, but do not qualify them as authors. List here those organizations or individuals who provided help during the research and manuscript writing (e.g., advisors, proofreaders, sponsors, etc.).

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Albright, M. (1991). The role of the United States in Central Europe. *Proceedings of the Academy of Political Science*, 38(1), 71–84. https://doi.org/10.2307/1173814

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* *Government publication:* Author OR Government Name. Name of Government Agency. (Year). *Title: Subtitle* (Report No. xxx [if available]). Place of Publication: Publisher.

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Tempo.co. (2018, June 30). Dana Otonomi Khusus dan Keistimewaan untuk Perkuat Desentralisasi. Retrieved on 25 February 2019, from <https://nasional.tempo.co/read/1102254/dana-otonomi-khusus-dan-keistimewaan-untuk-perkuat-desentralisasi>