TITLE — NOT MORE THAN 12 TIMES NEW ROMAN FONT SIZE 12, BOLD, CENTRED, UPPERCASE

Author’s Name, Times New Roman, Font Size 11, Bold, Centered
Author(s) email, font size 10, centred, single spacing
Affiliation (font size 10 in italics, centred)
(e.g. Sekolah Tinggi Bahasa Asing (STIBA) – IEC Jakarta)

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Abstract
The abstract should be written in one paragraph and between 150-225 words. Times New Roman, font size 11, single spacing. Follow the following pattern: General statement about the importance of the topic, gap in literature or discrepancies between theories and practices, purpose of study, method, main findings, and conclusion.

Keywords: Keyword one, keyword two, keyword three, keyword four, keyword five — Times New Roman, 11, Italic, single spacing (please provide 3-5 keywords)

MAIN HEADINGS — FONT SIZE 11, BOLD, CAPITALISED
Subheadings — Font size 11, Bold, Sentence case
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INTRODUCTION
The article should be between 10-15 pages (between 5000-6000 words), single-spaced, 11 point Times New Roman font, excluding references and appendices. Use no indent for the first paragraphs and do not leave a space between paragraphs.

The following paragraphs is indented first line 0.75cm.

REVIEW OF LITERATURE
Subheading

METHOD
Respondents Subheadings

Instruments (if any) Subheadings

Procedures

Data analysis Subheadings

FINDINGS AND DISCUSSION
Finding

Discussion

CONCLUSION

ACKNOWLEDGEMENTS (If any)
Indicate sources of funding or help received in carrying out your study and/or preparing the manuscript if any before the references.
Big drop in students studying O-level literature. (1997, August 16). *The Straits Times*, p. 3.


