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 - The **method section** contains the research design, research subjects, instruments used, data collection procedures, and data analysis presented in paragraphs and would be better if visualized in the form of flowcharts. We strongly emphasize that the authors clearly describe the methods section to make it easier for readers and other researchers to re-examine what is reported. The methods section is written in 400-700 words. For **review articles**, we strongly recommend authors use standard methods such as the PRISMA method which is widely used by the global community. So that it is more clear and transparent the database used to search for referral sources, the process of selecting referral sources, the deadline for the reference period to be published. The type of coding and data analysis used should also be described. For **experimental research**, it is highly emphasized to conduct testing using at least a quasi-experimental method. Researchers must explain the variables studied, both dependent and independent variables. We also emphasize the use of certain statistical tests in the testing process in order to strengthen the arguments in the process of drawing conclusions. In addition, the experimental procedure must be explained in detail so that it can be reproduced by other researchers who want to retest or use the method in other study contexts. For experimental research involving animals and humans must be accompanied by applicable ethical standards. To avoid ethical violations in reporting research results, we

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ABSTRAK

Tuliskan abstrak dalam Bahasa Indonesia dan Bahasa Inggris antara 150-200 kata menggunakan font ukuran 10 pts. Abstrak berisi tentang masalah dan tujuan penelitian; metode yang digunakan; ringkasan hasil yang paling penting dan simpulan berupa implikasi dari hasil penelitian. Dokumen ini merupakan format panduan bagi penulis untuk menulis makalah yang siap dipublikasikan pada jurnal JINOTEP. Para penulis harus mengikuti petunjuk yang diberikan dalam panduan ini. Anda dapat menggunakan dokumen ini baik sebagai petunjuk penulisan dan sebagai template di mana Anda dapat mengetik teks Anda sendiri.

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Adapun untuk penelitian survei maka penulis harus menjelaskan bagaimana metode pemilihan sampel, keluasan sampel, kejelasan target populasi. Kami sangat menganjurkan agar data survei menggunakan persentase yang proporsional dari total populasi. Selain itu dalam proses analisis data, penulis diharuskan untuk membuat visualisasi data yang berkualitas tinggi, tidak menggunakan tangkapan layar dari data mentah (misalnya hasil google form). Di samping itu dianjurkan untuk menggunakan uji statistik jika surveinya ditujukan untuk menguji suatu teori.

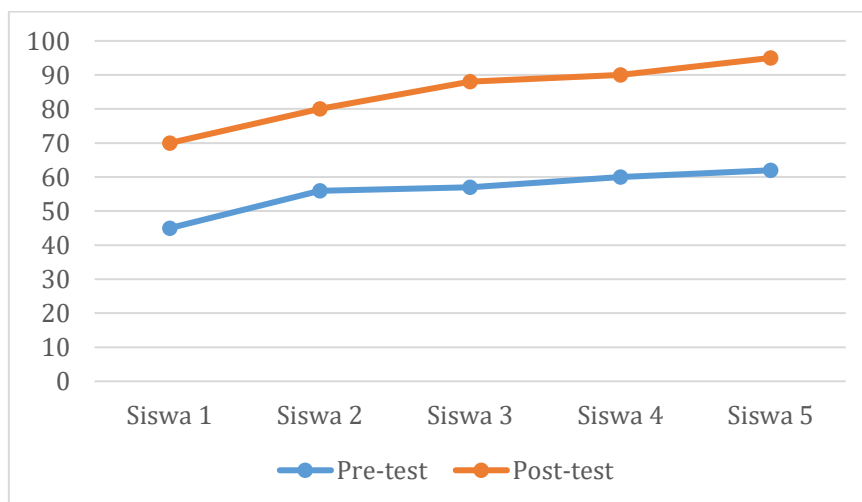
HASIL → HEADING LEVEL 1 [11 PTS]

Bagian hasil berisi temuan penelitian yang didapatkan dari data penelitian dan berkaitan dengan hipotesis. Hasil dapat berupa data dalam bentuk tabel, gambar, maupun narasi teks. Untuk memudahkan pembaca penyajian hasil dapat diurutkan menggunakan *sub-heading* sesuai dengan jumlah tujuan dan pertanyaan penelitian. Sajikan data hasil tanpa proses analisis data. Jika data dari hasil analisis software seperti SPSS, maka penulis harus membuat tabel baru dengan data hasil yang diperoleh, bukan copy paste dari tabel yang ada di SPSS.

Gambar terletak di tengah (*centered*) sedangkan Tabel terletak di kiri dengan format *autofit window*. Setiap tabel atau gambar harus diposisikan di bagian atas atau di bagian bawah halaman. Pemuatan tabel atau gambar harus disebutkan di dalam kalimat. Teks dalam tabel menggunakan *single spaced* atau spasi 1. Gambar diperbolehkan berwarna. Gunakan pewarnaan padat yang kontras baik untuk tampilan di layar komputer, maupun untuk hasil cetak yang berwarna hitam putih, seperti tampak pada Gambar 1. Periksa bahwa resolusi gambar cukup untuk mengungkapkan rincian penting pada gambar.

Keterangan gambar dalam satu baris maupun multi-baris diletakkan di tengah. Keterangan gambar dengan nomor gambar harus ditempatkan setelah gambar terkait. Setiap gambar dan tabel harus disebutkan pada paragraf sebelum atau sesudah penempatan gambar tersebut.

Harap periksa semua gambar dalam jurnal anda, baik di layar, maupun hasil versi cetak. Ketika memeriksa gambar versi cetak, pastikan bahwa: (1) warna mempunyai kontras yang cukup, (2) gambar cukup jelas, (3) semua label pada gambar dapat dibaca. Gambar diberi nomor dengan menggunakan angka Arab. Keterangan gambar harus dalam font biasa ukuran 10 pt.



Gambar 1. Contoh grafik garis menggunakan warna yang kontras

Tabel diberi nomor menggunakan arab. Keterangan tabel di kiri (*left*) dan dalam font biasa berukuran 10 *pts*.

Tabel 1. Ukuran font untuk artikel

No	Nama Siswa	Skor	Ket
1	Siswa 1	74	Tidak
2	Siswa 2	86	Lulus
3	Siswa 3	73	Tidak
4	Siswa 4	92	Lulus
dst	Dst	Dst	Dst

Persamaan secara berurutan diikuti dengan penomoran angka dalam tanda kurung dengan margin rata kanan, seperti dalam (1). Gunakan *equation editor* untuk membuat persamaan. Beri spasi *tab* dan tulis nomor persamaan dalam tanda kurung. Untuk membuat persamaan Anda lebih rapat, gunakan tanda garis miring (/), fungsi pangkat, atau pangkat yang tepat. Gunakan tanda

kurung untuk menghindari kerancuan dalam pemberian angka pecahan. Jelaskan persamaan saat berada dalam bagian dari kalimat, seperti berikut:

$$(x + a)^n = \sum_{k=0}^n \binom{n}{k} x^k a^{n-k} \quad (1)$$

Pastikan bahwa simbol-simbol di dalam persamaan telah didefinisikan sebelum persamaan atau langsung mengikuti setelah persamaan muncul.

Hindari penggunaan gambar wajah manusia, jika terpaksa harus memunculkan gambar objek manusia maka wajahnya harus diblur. Karena hal tersebut menyangkut aspek etis. Jika penulis bersikeras mau memunculkan wajah manusia maka penulis harus menunjukkan form kesediaan dari subjek yang menyertakan kesediaan wajahnya dipublikasikan dan tidak akan melakukan penuntutan di kemudian hari.

PEMBAHASAN → HEADING LEVEL 1 [11 PTS]

Bagian pembahasan penelitian berisi diskusi hasil penelitian dan perbandingan dengan teori dan atau penelitian sejenis yang telah diterbitkan baik dari jurnal internasional maupun jurnal nasional. Pada bagian pembahasan disarankan untuk memperbanyak rujukan dari jurnal internasional. Kurangi atau hindari rujukan dari sumber buku. Penyajian bagian pembahasan dalam bentuk paragraf. Setiap paragraf berisi satu ide pokok yang didukung oleh ide pendukung. Setiap paragraf sedikitnya terdiri dari tiga kalimat yang utuh, mudah dibaca dan benar secara tata bahasa. Khusus pada bagian pembahasan, kami menganjurkan agar mengutip minimal 15 rujukan dari jurnal atau prosiding yang memiliki DOI. Paragraf terakhir pada bagian pembahasan harus menjelaskan rekomendasi praktis untuk pengembangan ilmu pengetahuan, tujuan peningkatan mutu pembelajaran, dan tujuan praktis lain bagi para pembaca.

Heading 2

Tabel diberi nomor menggunakan angka arab. Keterangan tabel di sebelah kiri (*left*) dan dalam font biasa berukuran 10 pts.

Heading 3

Nomor halaman, *header* dan *footer* tidak dipakai. Semua *hypertext link* dan bagian *bookmark* akan dihapus. Jika *paper* perlu merujuk ke alamat email atau URL di artikel, alamat atau URL lengkap harus diketik dengan font biasa.

SIMPULAN → HEADING LEVEL 1 [11 PTS]

Bagian simpulan jawaban atas hipotesis, tujuan penelitian dan temuan penelitian serta saran terkait ide lebih lanjut dari penelitian. Simpulan disajikan dalam bentuk paragraf. Jangan lupa nyatakan keterbatasan penelitian yang telah dilakukan dan apa rekomendasi atau rencana penelitian selanjutnya baik yang bersifat saran untuk peneliti lain atau yang akan dilakukan oleh tim peneliti pada penulis artikel yang dilaporkan.

UCAPAN TERIMA KASIH (OPSIONAL)

Ditujukan kepada individu atau lembaga yang berkontribusi terhadap pelaksanaan penelitian misalnya sebagai penyumbang dana atau pihak pembantu pengumpul data dan fasilitator di lokasi penelitian. Ucapan terima kasih tidak ditujukan untuk anggota tim penulis dalam paper yang dilaporkan.

Penulis harus mengungkapkan kemungkinan konflik kepentingan ke jurnal. Setiap hubungan finansial atau non-finansial yang dapat mempengaruhi objektivitas penulis adalah konflik kepentingan. Jika relevan, penulis harus melaporkan ini. Kepemilikan paten atau saham, partisipasi dewan perusahaan, keanggotaan dewan penasehat, dan konsultasi perusahaan atau biaya pembicara semuanya dapat menimbulkan konflik kepentingan. Konflik kepentingan tidak menghalangi penerbitan. Pada pengajuan, penulis harus menunjukkan tidak ada konflik kepentingan. Penulis yang sesuai harus meninjau kebijakan ini dengan semua penulis dan mengungkapkan semua hubungan komersial dan lainnya yang relevan dengan pengiriman. Contoh pernyataan conflict of interest "There is no potential conflict of interest in the work being described here".

Author contributions

The author made significant contributions to the study's conception and design. The author was in charge of data analysis, interpretation, and discussion of results. The final manuscript was read and approved by the author.

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Conflict of interest

The author declare that there is no potential conflict of interest.

Data availability statement

All data are available from the author.

DAFTAR RUJUKAN → HEADING LEVEL 1 [11 PTS]

Daftar rujukan harus benar-benar dikutip dalam isi artikel dan begitupun sebaliknya yang dikutip dalam isi artikel harus benar-benar disertakan dalam daftar rujukan. **Semua rujukan-rujukan** yang diacu di dalam teks artikel harus didaftarkan di bagian **Daftar Pustaka**. Penulisan **daftar pustaka** (*bibliography*) dan **kutipan** (*citation*) dengan **style APA 7th edition** disarankan menggunakan aplikasi Mendeley. Jumlah rujukan minimal 25 yang berisi minimal 80% dari sumber jurnal. Dengan pembagian minimal (40%) dari jurnal internasional, 40% dari jurnal nasional dan maksimal 20% dari non jurnal seperti buku, prosiding atau laporan penelitian lainnya. Semua rujukan terbit dalam waktu 10 tahun terakhir. Akan lebih baik jika hanya menggunakan rujukan 5 tahun terakhir. Penggunaan rujukan dari website dan blog pribadi tidak disarankan. Kami sangat menganjurkan untuk hanya menggunakan rujukan artikel jurnal dan prosiding yang **memiliki DOI** untuk memudahkan pelacakan sumber rujukan oleh pada pembaca. Untuk itu jika ada rujukan yang tidak memiliki DOI, kami anjurkan untuk menggantinya. Kecuali untuk rujukan dari teori utama yang terbit tanpa DOI.

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