# **AUTHOR GUIDELINES**

Papers must be submitted according to the following guidelines:

1. The paper must be submitted online via the journal website, which authors must log in to make a submission. Online submission is free of charge.
2. Length of the article must be between 6 to 10 pages of A4 (210 x 297 mm), which format must follow the provided template including figures and tables format. The article is written on Microsoft Word (.docx) with margins: 23 mm (top); 13 mm (left and right); and 18 mm (bottom).
3. The title corresponds to the language in which the manuscript is written. Assumed the manuscript is written in Indonesian, the title is in Indonesian, and vice versa. It also applies to *Intisari* (only for Indonesian manuscripts) and Abstract (only for English manuscripts)
	1. Title consists of 12 words at most. It is written in 20-point Helvetica and bold typeface, single-spaced, and left aligned. Prior to publication, the editors have the right to edit the title, in a way, without altering its meaning and without authors’ permission if it exceeds the predetermined requirement
	2. Abstract and *Intisari* appear at the beginning of the article. Abstract and *Intisari* must not contain figures, tables, and citation numbers. Abstract is written in English, while *Intisari* is in Indonesian. The paragraph begins with “Abstract” and “*Intisari*”, which is immediately followed by the content. The contents of Abstract and *Intisari* are written in 10-point Times New Roman, justified, and single-spaced. The length of Abstract and *Intisari* is between 200-300 words. Abstract and *Intisari* should represent the essence of the manuscript’s content (including introduction, methodology, and result).
	3. Keywords contain four up to eight words separated by a comma, written in 10-point Times New Roman, justified, and single-spaced. Keywords are carefully selected so they can represent the concept presented in the manuscripts and help the accessibility of the manuscripts in question.
4. The body of text must comply with the following rules:
	1. Written in two column formats with 7.1 mm (0.28") space between the columns, in 10-point Times New Roman, justified, and single-spaced. Margins are set as follows: top = 23 mm (0.90"); bottom = 18 mm (0.70"); left = right = 13 mm (0.51").
	2. The systematics of article writing must contain four main parts: (1) Introduction, (2) Main Content (Methodology and others), (3) Result and Discussion, and (4) Conclusion. Acknowledgments may be presented after Conflict of Interest section or Author Contributions section (if any). Reference is placed at the end of the article. Appendix(es), if needed, appears after the Reference section. The required section titles are Introduction and Conclusion. Results and Discussion may be written in one section or in a separate one.
5. The maximum heading is made in 3 levels:
	1. Heading 1: Level 1 heading must be in uppercase, bold, left-aligned, and use Roman numerals as numbering. For example, “**I. INTRODUCTION**”. Level 1 headings not labeled with numbers are Conflict of Interest, Author Contribution (if any), Acknowledgment (if any), Reference, and Appendix (if any).
	2. Heading 2: Level 2 heading must be in uppercase, bold, italics, left-aligned and numbered using uppercase alphabets. For example: “***C.******HEADING SECTION***”.
	3. Heading 3:  Level 3 heading must in uppercase, left-aligned, and numbered with Arabic numbers followed by right parentheses. The contents of the level 3 section are under the heading title as a new paragraph. For example, this section starts with heading level 3. For example, “3) HEADING LEVEL 3”.
6. Figures and tables are centered. Large figures and tables can be stretched in both columns. Each table or figure that includes a width of more than 1 column must be placed at the top or bottom of the page. Figures are allowed to be colored and numbered using Arabic numerals. Figure label is written in 7-point Helvetica and bold; while the caption is written in 7-point Helvetica, not bold. Single-row figure captions are centered, while multi-row captions are justified. Figure caption is placed after the associated image.
7. Tables must be created in Microsoft Word and are not screen capture results in image file formats, such as .jpg and .png format.
8. Mathematical equations must be written clearly, numbered in sequence, and completed with the information needed. Mathematical equations are not screen capture results and must not be in image file formats, such as .jpg and .png format.
9. Algorithms and program listings are written as parts of a paragraph and are not regarded as figures or tables. Algorithms and listing programs must not be in screen capture image format, such as .jpg or .png.
10. Use of language:
11. The paper must be written in good Indonesian or English. The paper written in Indonesian must conform with the fifth edition of *Ejaan Bahasa Indonesia yang Disempurnakan* (*EYD*), including the numbering system. The English paper should be in American English, so does the numbering system.
12. Non-Indonesian words or untranslatable non-Indonesian words in Indonesian papers are italicized, so are non-English words or untranslatable non-English words in English paper.
13. Page number, header, and footer will be added by the Editorial teams. All hypertext links and bookmarks will be deleted. If the paper needs to refer to the email address or URL in the paper, the full address or URL must be typed in a standard font.
14. Quotes and references are written according to IEEE standards (see the template on the JNTETI UGM website). Use a tool such as Zotero, Mendeley, or EndNote for reference management.
	1. Quotes are numbered in the format [1], [2], [3], ... according to their order.
	2. Wikipedia, personal blog, and non-scientific websites must not be cited and used as references.
	3. The main reference should be within the last 5 years.
	4. The minimum number of references is 20 with 80% of the total number of references being primary references.
15. A more detailed writing instruction can be seen and downloaded from the Jurnal Nasional Teknik Elektro dan Teknologi Informasi website in the template section.