

# Author Guidelines

Papers submitted for publication must conform to the following guidelines:

- Papers must be typed in one-half spaced on A4-paper size.
- Papers length is about 6.000-8.000 words.
- Papers uses Bahasa Indonesia or English.
- Papers is an original work of the author and the team based on real research results have not and will not be published in any media.
- All submission must include a 150-200 word abstract; and selected keywords (at least 3-5 of author's own).
- Full name(s) of the author(s) must be stated, along with his/her/their institution and complete address;
- All submission should be in OpenOffice, Microsoft Word, RTF, or WordPerfect document file format;
- Bibliographical reference must be noted in bodynote (full name (s), year).
- All articles must include a bibliography at the conclusion of their manuscript that conforms to the most current APA (American Psychological Association)(6th edition) style; for more information, see: <http://www.apastyle.org>

*Examples for Bibliography*

## Books

Nursi, B. S. (2008). *The Words*. (S. Vahide, Trans.). Istanbul: Sozler Publication.

Cutlip. S. M. Center. A. H. & Broom. G. M. (2006). *Effective Public Relations*, New Jersey: Pearson Education International.

## Website

Down to Earth.(2004). Military will Continue to Vital Object, <http://dte.gn.apc.org/61BRF.HTM>, Accessed 1 June 2008.

## Journal

Evers & Gerke. (1992). "The culture of planning: transmigration area development in East Kalimantan, Indonesia", *International Sociology*, Vol.7, pp.141-151.

## In book

Grunig. J. E. Grunig. L. A. & Dozier. D. M. (2006). "The Excellence theory". In Botan, C. H. & Hazleton, V. (Eds.) *Public Relations Theory II*, Hillsdale, NJ: Lawrence Erlbaum Associates.

## Article structure

### Title Page

- **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
- **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.

## **Abstract**

A concise and factual abstract is required. The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

Abstract, made in essay form consists of introduction, purpose, method, conclusion, written in 1 (one) paragraph, space 1, paragraph justify, 150-200 words, no numbering. Created in Bahasa Indonesia and English.

## **Keywords**

Consist of 3-5 relevant words/phrases

## **Introduction**

State the objectives of the work and provide an adequate background, avoiding an unnecessarily detailed literature survey or a summary of the results.

## **Methods**

Provide sufficient detail to allow the reader to interpret the results, and to enable the work to be reproduced. Methods already published should be summarized and indicated by a reference: only relevant modifications should be described in detail.

## **Results and Discussion**

This section should clearly and concisely describe the results of your study. Explain the statistical analyses (if used). Provide visual representations of the data (tables, graphs) where appropriate, but make sure to reference and explain these in the text.

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid excessive citations and discussion of published literature.

## **Conclusion**

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

## **REFERENCES**

- Follows the APA style (American Psychological Association) <http://www.apastyle.org>
- Suggested using [Mendelev](#)
- Arranged by alphabetic
- Comprised at least 15 reference sources
- It must cite min one article from Jurnal Informasi (see the archive menu)
- References with maximum 10 years

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Fakultas Ilmu Sosial Universitas Negeri Yogyakarta

Kampus Karangmalang, Yogyakarta

Telp. (0274) 548202 Psw. 450

Website: <http://www.fis.uny.ac.id>

Email: [S1komunikasi@uny.ac.id](mailto:S1komunikasi@uny.ac.id) atau [informasi.ilkomuny@gmail.com](mailto:informasi.ilkomuny@gmail.com)