# Instructions/template for preparing manuscript for Indonesian Journal of Mathematics Learning Development (IJMLD) ← 14pt, Cambria bold, Sentence case

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Abstract ← 10pt, bold, center

The abstract should be clear, concise, and descriptive. This abstract should provide a brief introduction to the problem, objective of paper, followed by a statement regarding the methodology and a brief summary of results. The abstract should end with a comment on the significance of the results or a brief conclusion. Abstracts are written in 10pt Cambria, preferably not more than 200 words.

**Keywords**: Maximum of 5 keywords separated by comma (,), crucial to the appropriate indexing of the papers, are to be given. e.g.: Mathematics Learning, Mathematics Instruction, Innovation in Mathematics

Abstrak ← 10pt, bold, center

Abstrak dibuat dalam 2 bahasa, yaitu bahasa Indonesia dan bahasa inggris. Edisi bahasa Indonesia merupakan terjemahan dari abstrak dalam bahasa inggris dengan format sama seperti abstrak dalam bahasa inggris.

**Kata kunci**: Maksimum terdiri dari 5 kata kunci yang dipisah oleh tanda koma (,)

**How to Cite**: (2020). Instructions/template for preparing manuscript for Indonesian Journal of Mathematics Learning Development. *Indonesian Journal of Mathematics Learning Development, x*(x), xx-xx. http://doi.org/ 10.48135/ijmld.v1i1.1-20

Introduction ← 12pt, bold, Left, Capitalize Each Word

This template is designed to assist Author in preparing manuscript; it is an exact representation of the format expected by the editor. To use this template, please just Save As this MS Word file to your document, then copy and paste your document here. To copy and paste the text to this template document, please use “Special Paste” and choose “Unformatted Text”.

Indonesian Journal of Mathematics Learning Development (IJMLD), a scientific, peer-reviewed, and open-access journal which has been established for the dissemination of state-of-the-art knowledge in the field of Mathematics Learning Development, provides a forum for publishing the original research articles, review articles from contributors, and the novel technology news related to Mathematics Learning Development.

All papers submitted to the journal should be written in good English. Authors for whom English is not their native language are encouraged to have their paper checked before submission for grammar and clarity. English language and copyediting services can be provided by: International Science Editing and Asia Science Editing. The work should not have been published or submitted for publication elsewhere. The official language of the manuscript to be published in Indonesian Journal of Mathematics Learning Development is English.

Methods ← 12pt, bold, Left, Capitalize Each Word

## General Organization of the Paper ← 12pt, Cambria, bold, Italic

The paper will be published in IJMLD after peer-reviewed process and decided “Accepted” by Editor. The final paper layout will be reproduced by Editorial Office of IJMLD. The final paper layout in PDF type, known as “Uncorrected Proof” should be corrected by Author. The final corrected proof will be published first in “Article in Press” pre-issue.

Engelmore and Morgan (1988) stated that manuscript content should, in general, be organized in the following order: Title; Authors Name; Authors Affiliation; Abstract; Keywords; Methods; Results and Discussion; Conclusions; Acknowledgments; and References. Manuscript document submitted to this journal (in MS Word) should be arranged as follow:

1. Body text of manuscript article (from Title to References, with tables and figures)
2. Figure Captions and Table Captions
3. Figures (one figure per page)
4. Tables (one table per page)

Please include **Cover Letter** containing your summary of scientific finding and **Title Pages** containing author information in a separated document file and uploaded in Supplementary Files.

## Section Headings

Three levels of heading are allowed as follows:

1. Level 1 (Heading 1 format) - 12pt, Cambria, bold, Capitalize Each Word, left justified
2. Level 2 (Heading 2 format) - 11pt, Cambria, bold, Italic, Capitalize Each Word, left justified
3. Level 3 (Heading 3 format) - 11pt, Cambria, bold, Capitalize Each Word, left justified

## Body Text

The body of the text is a set of body text paragraphs defined as follows:

1. 11pt, Cambria
2. Single space
3. Indentation for the first line is 1 cm
4. One-enter spacing before Heading 1
5. One-enter spacing after numbering
6. One-enter spacing after table and figure
7. One-enter spacing after Heading 2

## Numbering

There are two levels of allowed numbering:

1. This is the first numbering level
	1. This is a sub-numbering level

## Tables

Tables are sequentially numbered with the table title and number above the table. Tables should be centered in the column OR on the page. Tables should be followed by a line space (11pt). Elements of a table should be single-spaced, however double spacing can be used to show groupings of data or to separate parts within the table. Table headings should be in 11pt. Tables are referred in the text by the table number. e.g.: Table 1. Do not show vertical line in the table. There is only horizontal line should be shown within the table.

## Figures

Figures are sequentially numbered commencing at 1 with the figure title and number below the figure as shown in Figure 1. Detailed recommendations for figures are as follows:

1. Ensure that figures are clear and legible with typed letterings.
2. Black & white or colored figures are allowed.
3. If a figure spans two columns, it should be placed at the top or bottom of a page.
4. Hard copy illustrations should, preferably, be scanned and included in the electronic version of the submission in an appropriate format as follows:
5. BMP - Microsoft bitmap file
6. WMF - Windows Metafile Format
7. EPS - Encapsulated Postscript
8. If figures cannot be scanned, the original should be placed in its location within the manuscript using wax or colorless glue.
9. The following files are permissible:
10. Microsoft Graph
11. Microsoft Draw
12. Microsoft Word
13. MS Equation Editor

Figure 1 shows an included Microsoft Draw object.

## Equations

Equations should be numbered serially within parentheses as shown in Equation (1). Equation should be prepared using MS Equation Editor (not in image format). The equation number is to be placed at the extreme right side.

  (1)

## Units, Abbreviations, and Symbols

Metric units are preferred. Define abbreviations and symbols at the first time as they are introduced in the text.

Results and Discussion ← 12pt, bold, Left, Capitalize Each Word

## Manuscript Heading, Font, and Spacing ← ← 12pt, Cambria, bold, Italic

Manuscript should be typed using word processors (Microsoft Word or Open Office) software. The font used throughout the paper is Cambria. The paper size is A4 (i.e., 210 x 297 mm), one-column format with a 2.5 cm margin at the top, a 2.5 cm margin at the bottom, 2.5 cm margin on the left, and 2.5 cm margin on the right. Lines are one-half spaced, justified. Page numbers should be included in the text located in header section of each page. Use of pronouns such as I, we, etc are to be avoided.

Manuscript submitted to this journal should follow the heading below, except for the review article: Title; Abstract; Keywords; Introduction; Methods; Results and Discussion; Conclusions; Acknowledgments; and References.

## Paper Title

This is your opportunity to attract the reader’s attention. Remember that readers are the potential authors who will cite your article. Identify the main issue of the paper. Begin with the subject of the paper. The title should be accurate, unambiguous, specific, and complete. Do not contain infrequently-used abbreviations.

The title of the paper should be in 14 pt, single space, bold, Cambria, Sentence Case, and be centered. The title should have 9 pts space above and 24 pts below.

## Abstract and Keywords

Abstract should stand alone, means that no citation in abstract. Consider it the advertisement of your article. Abstract should tell the prospective reader what you did and highlight the key findings. Avoid using technical jargon and uncommon abbreviations. You must be accurate, brief, clear and specific. Use words which reflect the precise meaning, Abstract should be precise and honest. Please follow word limitations (100‐200 words).

Keywords are the labels of your manuscript and critical to correct indexing and searching. Therefore, the keywords should represent the content and highlight of your article. Use only those abbreviations that are firmly established in the field. e.g. DNA. Each words/phrase in keyword should be separated by a comma (,), not a semicolon (;).

## Introduction

In Introduction, Authors should state the objectives of the work at the end of introduction section. Before the objective, Authors should provide an adequate background, and very short literature survey in order to record the existing solutions/method, to show which is the best of previous researches, to show the main limitation of the previous researches, to show what do you hope to achieve (to solve the limitation), and to show the scientific merit or novelties of the paper. Avoid a detailed literature survey or a summary of the results.

## Methods

Methods should make readers be able to reproduce the experiment. Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described. Do not repeat the details of established methods.

## Results and Discussion

Results should be clear and concise. The results should summarize (scientific) findings rather than providing data in great detail. Please highlight differences between your results or findings and the previous publications by other researchers.

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

In discussion, it is the most important section of your article. Here you get the chance to sell your data. Make the discussion corresponding to the results, but do not reiterate the results. Often should begin with a brief summary of the main scientific findings (not experimental results). The following components should be covered in discussion: How do your results relate to the original question or objectives outlined in the Introduction section (what)? Do you provide interpretation scientifically for each of your results or findings presented (why)? Are your results consistent with what other investigators have reported (what else)? Or are there any differences?

Conclusion ← 12pt, bold, Left, Capitalize Each Word

 Conclusions should answer the objectives of research. Tells how your work advances the field from the present state of knowledge. Without clear Conclusions, reviewers and readers will find it difficult to judge the work, and whether or not it merits publication in the journal. Do not repeat the Abstract, or just list experimental results. Provide a clear scientific justification for your work, and indicate possible applications and extensions. You should also suggest future experiments and/or point out those that are underway.

Acknowledgments ← 12pt, bold, Left, Capitalize Each Word

Recognize those who helped in the research, especially funding supporter of your research. Include individuals who have assisted you in your study: Advisors, Financial supporters, or may other supporter i.e. Proofreaders, Typists, and Suppliers who may have given materials.

References ← 12pt, bold, Left, Capitalize Each Word

The main references are Books, International Journals, and Proceedings. All references should be to the most pertinent and up-to-date sources. References are written in APA Style. Please use a consistent format for references– see examples below (11 pt):

Book:

Cahyono, A. N. (2018). *Learning Mathematics in a Mobile App-Supported Math Trail Environment*. New York: Springer International Publishing. https://doi.org/10.1007/978-3-319-93245-3.

Book that consists of some articles:

McKenney, S., & Reeves, T. C. (2014). Educational design research. In Spector J., Merrill M., Elen J., Bishop M. (Eds.), *Handbook of Research on Educational Communications and Technology* (pp. 131-140). New York: Springer. https://doi.org/10.1007/978-1-4614-3185-5\_11.

Proceeding, Conference:

Irfan, M., Nusantara, T., Subanji, Sisworo, Wijayanto, Z., & Widodo, S. A. (2019). Why do pre-service teachers use the two-variable linear equation system concept to solve the proportion problem? *Journal of Physics: Conf. Series*, *1188*(1), 1–7. https://doi.org/10.1088/1742-6596/1188/1/012013

Widodo, S. A., Irfan, M., Fitriyani, H., Perbowo, K. S., & Trisniawati, T. (2019). Visual Media in Team Accelerated Instruction to Improve Mathematical Problem-Solving Skill. *ICSTI 2018, October 19-20, Yogyakarta, Indonesia*, 1–10. https://doi.org/10.4108/eai.19-10-2018.2281297

Article in Journal:

Irfan, M., Nusantara, T., Subanji, S., & Sisworo, S. (2020). Students Know the Concept but are Incorrect in Solving the Proportional Problem How Does It Happen? *The International Journal of Science, Mathematics and Technology Learning*, *27*(2), 1–12. https://doi.org/https://doi.org/10.18848/2327-7971/CGP/v27i02/1-12

# Guideline for Online Submission

Author should first register as Author and/or is offered as Reviewer through the following address: https://journal.i-mes.org/index.php/ijmld/user/register

Author should fulfill the form as detail as possible where the star marked form must be entered. After all form textbox was filled, Author clicks on “Register” button to proceed the registration. Therefore, Author is brought to online author submission interface where Author should click on “New Submission”. In the Start a New Submission section, click on “’Click Here’: to go to step one of the five-step submission process”.

The following are five steps in online submission process:

Step 1 - Starting the Submission: Select the appropriate section of journal, i.e. Original Research Articles, Review Article, or Short Communication. Thus, author must check-mark on the submission checklists.

Step 2 – Uploading the Submission: To upload a manuscript to this journal, click Browse on the Upload submission file item and choose the manuscript document file to be submitted, then click Upload button. Please make sure that the manuscript file has been uploaded.

Step 3 – Entering Submission’s Metadata: In this step, detail authors metadata should be entered including marked corresponding author. After that, manuscript title and abstract must be uploaded by copying the text and paste in the textbox including keywords.

Step 4 – Uploading Supplementary Files: Supplementary file should be uploaded including Covering/Submission Letter, Title Page, and Signed Copyright Transfer Agreement Form. Therefore, click on Browse button, choose the files, and then click on Upload button.

Step 5 – Confirming the Submission: Author should final check the uploaded manuscript documents in this step. To submit the manuscript to Indonesian Journal of Mathematics Learning Development , click Finish Submission button after the documents is true. The corresponding author or the principal contact will receive an acknowledgement by email and will be able to view the submission’s progress through the editorial process by logging in to the journal web address site.

After this submission, Author who submits the manuscript will get a confirmation email about the submission. Therefore, Author is able to track his submission status at any time by logging in to the online submission interface. The submission tracking includes status of manuscript review and editorial process.

# Figure Captions

Figure 1. A sample chart/figure



Figure 1. I-MES

# Table Captions

Table 1. Formatting Rules

**Table 1**. Formatting rules

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Object** | **Font** | **Alignment** | **Space above** | **Space below** |
| Title | 14pt bold | centered | 9pt | 24pt |
| Author(s) | 11pt bold | centered | 0pt | 6pt |
| Addresses | 10pt | centered | 0pt | 0pt |
| Heading1 | 12pt bold Capitalize Each Word | left | 12pt | 0pt |
| Heading2 | 12pt bold italics Capitalize Each Word | left | 12pt | 0pt |
| Heading3 | 12pt bold Capitalize Each Word | left | 12pt | 0pt |
| Body | 11pt | justified | 0pt | 0pt |
| Bullet | 11pt | justified | 0pt | 0pt |
| Table title | 11pt | centered | 12pt | 6pt |
| Figure title | 11pt | centered | 6pt | 12pt |