

GUIDELINES FOR ARTICLE SUBMISSION

CALL FOR ARTICLES

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- teaching and learning of English
- linguistics
- literature

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SiELE Author Guidelines:

Authors must strictly follow the submission guidelines of the journal. To submissions that do not adhere to the guidelines provided, they will be REJECTED. Please submit your article through the **online submission** of this journal.

Article Structure in General:

All articles must be written in English, should have an abstract between 200 to 250 words in length, followed by three to five keywords related to your article. Submissions should be between 4000-8000 (including abstract, table(s), figure(s) and references) in A4 size paper with margins as the following: top 1.18", bottom 0.98", right 0.98" and left 1.58". Title: the title should summarize the main idea or ideas of your paper; the title is within 14 words maximum.

Author detail: include name of authors and their affiliation. Email is required for corresponding author only. SiELE requires that authorship be based on the following four criteria:

- Substantial ontributions to the idea or method of the research; or the collection, analysis, or interpretation of data for the research; AND
- Drafting the paper or revising it for important intellectual content; AND
- Final approval of the version to be submitted and published; AND
- Agreement to be accountable for all aspects of the article (and research) in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

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must be stated in the cover letter to be uploaded as a supplementary file into the OJS during article submission.

Abstract: concisely describe the content and scope of your paper and identify the objective(s), its methodology and its findings, conclusions, or intended results.

Keywords: The words should capture the essence of your paper. Include the most relevant keywords that will help other authors find your paper. These words must be presented in alphabetical order and separated by commas.

Introduction: state your work's objectives and provide an adequate background, avoiding a detailed literature survey or a summary of the results. Explicitly state the literature gap, which signifies your research's significance.

When paraphrasing a source that is not your own, be sure to represent the author's information or opinions accurately and in your own words. Even when paraphrasing an author's work, you still must provide a citation to that work. When directly quoting an author's work, provide citation marks at the beginning till the end of the citation. The page number must be noted beside the author's name and year of publication.

Literature Review: include the current knowledge, substantive findings, and theoretical and methodological contributions to your topic. A literature review surveys books, scholarly articles, and any other sources relevant to a particular issue, area of research, or theory and, by so doing, provides a description, summary, and critical evaluation of these works in relation to the research problem being investigated.

Method: provide sufficient detail to allow your work to be reproduced. This includes participants, location (if necessary), instrument(s), the technique of data collection, and the technique of data analysis. A reference should indicate methods already published; only relevant modifications should be described.

Results: present the results of your work. Use graphs and tables if appropriate, and summarize your main findings in the text. Do NOT discuss the results or speculate as to why something happened; that goes in the Discussion.

Discussion: highlight the most significant results, but do not repeat what has been written in the Results section. The purpose of the discussion is to interpret and describe the significance of your findings in light of what was already known about the research problem being investigated and to explain any new understanding or insights that emerged as a result of your study of the problem. A combined Results and Discussion section is often appropriate.

Conclusion: provide the final words on the value of your analysis, research, or article. Limitations of your study should be addressed. Recommendations for future research related to your topic should also be mentioned.

Acknowledgments (optional): give credit to funding bodies and departments that have been of help during the project, for instance, by supporting it financially.

References: follow the APA 7 style.

All names/references mentioned in the text/article should be listed in the References section. Names not mentioned in the text/article should be removed from the References section.

Appendices (optional): if there is more than one appendix, they should be identified as Appendix A, Appendix B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1), and so on. Similarly, for tables and figures: Table A.1; Fig. A.1, etc.

Further guidelines are provided below.

- Headings and subheadings should be presented as follows (provide a space between the headings and sub-headings):

1 INTRODUCTION

1.1 Subheading of the Content

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- Indent the first line of every paragraph by 1 cm.
- For Tables, the title size is 12 and the content size is 10. Number the tables subsequently throughout your article and the title is written above the table (see previous published issues for example).
- For Figures, the title size is 12 and the content size (if any) is 10. Number the figures subsequently throughout your article and the title is written below the figure (see previous published issues for example).
- References:

The reference list should be arranged alphabetically following the guidelines of the Publication Manual of the American Psychological Association (7th ed.). For example:

1 author (Clarke, 2010)

2 authors (Lightbown & Spada, 1993)

3 authors (Reid et al., 1989)

Short quotations (less than 40 words):

Deterding (1997, p. 54) said that “connected speech represents somewhat more natural data than the rather artificial vowels derived from specially articulated citation speech”.

Long quotations (more than 40 words):

From the acoustic standpoint, even the sounds of words used by a speaker are one of the forms of his or her identity. Accordingly, Jacobi (2009) explained that:

Along with communicating meaning, the acoustic signal is a product of physical properties and changes, as well as of more generally all those factors that form the identity of the speaker, such as social affiliation or family origin. The choice of words but also the way they are realized differs from speaker to speaker, as well as within a speaker. Even more, from an acoustic point of view, each utterance is unique. (Jacobi, 2009, p. 2)

- Reference Manager

Before copyediting after article acceptance, the Editors will hyperlink the references with corresponding in-text citations. All references and in-text citations should be in

the APA 7th edition and present inside the article's main body. References that are not cited should be removed.

- **Template**
For consistency and convenience, please use the [TEMPLATE](#) we already prepared for Author(s).

Article Selection and Publication Process

- 1) Upon receipt of article submission, the Editor sends an email of confirmation to the corresponding author within one and two weeks. If you fail to receive this confirmation, your submission/email may be missed. The author should pay no submission charge at this stage.
- 2) Peer review. We use a double-blind system for peer review; both reviewers' and authors' identities remain anonymous. The article will be peer-reviewed by two reviewers. The review process may take 3-4 months.
- 3) Notification of the result of review is by e-mail.
- 4) The authors revise paper according to the feedback and suggestions by reviewers. Upon acceptance, a publication fee is to be paid by the author to the journal. The publication fee is accessible at <https://jurnal.usk.ac.id/SiELE/about/submissions#authorFees>.
- 5) After publication, the corresponding author will receive an email of notification on the e-journal in PDF that is available on the journal's webpage, and free of charge for download.
- 6) It normally takes about 6 months to 1 year from submission to publication, with an average of 7 months.

Figure 1 illustrates the process from the manuscript submission stage to publication.

Submission Preparation Checklist

- As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.
- The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
- The submission file is in OpenOffice, Microsoft Word, RTF, or LaTeX document file format.
- Where available, URLs for the references have been provided.
- The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

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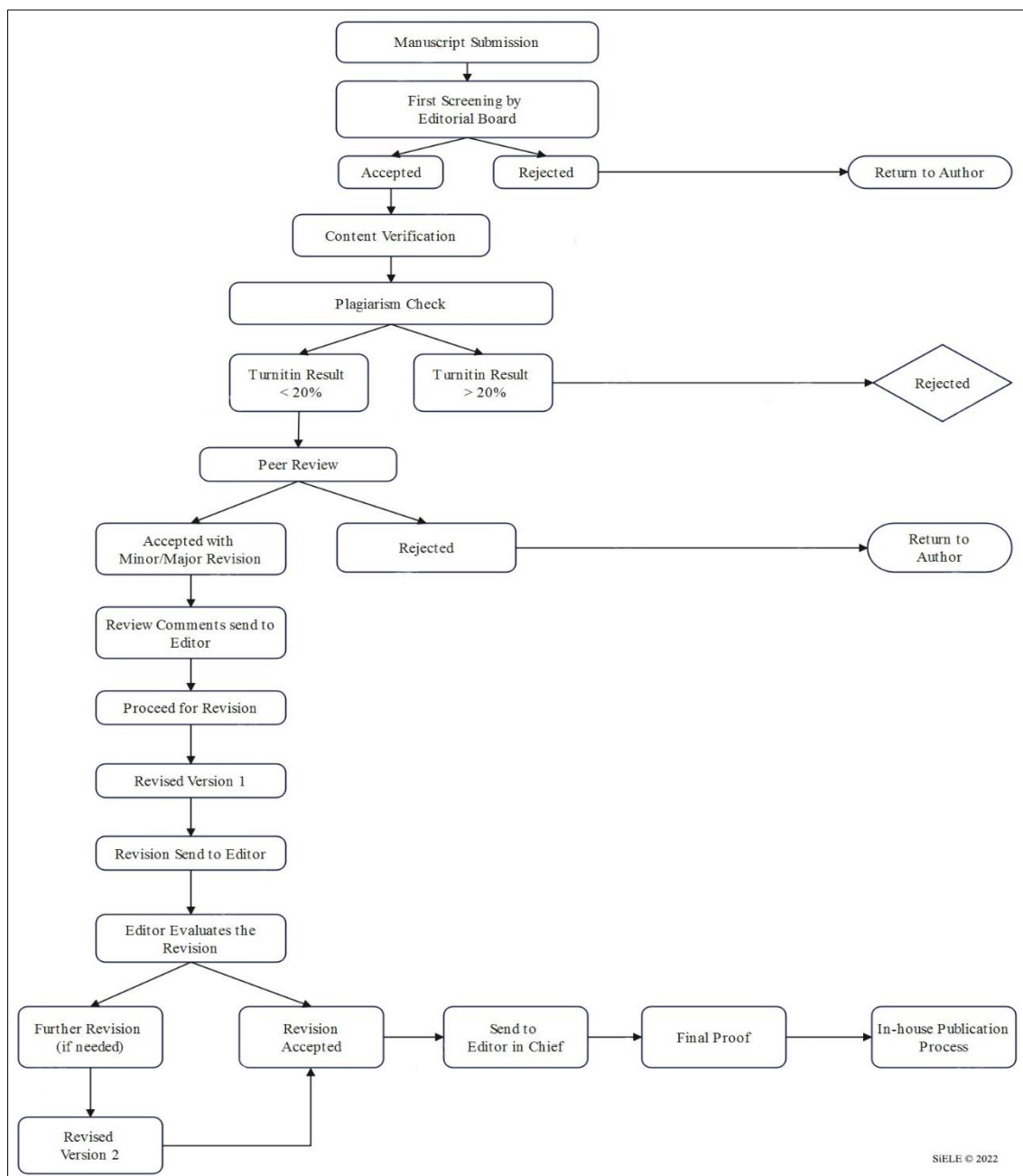


Figure 1. The process from the manuscript submission stage to publication.

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- Article Processing Charges: 3500000.00 (IDR)
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- APCs for international authors is USD 270.00
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