

GUIDELINES FOR ARTICLE SUBMISSION

CALL FOR ARTICLES

The editorial board of *Studies in English Language and Education* (SiELE) welcomes complete unpublished and original works on the following topics:

- teaching and learning of English
- linguistics
- literature

Every manuscript submitted for publication in SiELE Journal will be checked for plagiarism using Turnitin software. If the editors or peer reviewers detect plagiarism, the author/s will be informed and requested to rewrite the text or provide any necessary citations. The manuscript will not be eligible for review and publication if the Turnitin report results are more than 20% of the similarity index.

If you have any questions, please contact the editorial assistant at: sielejournal@usk.ac.id

SiELE Author Guidelines:

Authors must strictly follow the submission guidelines of the journal. Submissions that do not adhere to the guidelines provided, 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 and 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 5000-8000 (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 should be within 14 words maximum.

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

- Substantial contributions 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.

Contributors who do not meet all 4 criteria for authorship above should be listed in the acknowledgement, not as authors. Therefore, contributors doing acquisition of funding; general supervision of a research group or general administrative support; and writing assistance, technical editing, language editing, and proofreading do not qualify for authorship. To prevent misconduct in authorship, SiELE only allows a maximum of

seven authors for one article starting in 2020. Each author's contribution to the article 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 about 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

1.1.1 Subheading of the content

- 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 the 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 the review is by e-mail.
- 4) The authors revise the paper according to the feedback and suggestions of 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 who 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.

Copyright Notice

Authors who publish in this journal agree to the following terms:

- Authors retain copyright under a [Creative Commons Attribution International License](#) that allows others to share the work with an acknowledgment of the work's authorship and initial publication in this journal.

- Authors are permitted and encouraged to post their work online (e.g., in institutional repositories or on their website) even before the work is officially published, as it can lead to productive exchanges, as well as earlier and greater citation of published work (See [The Effect of Open Access](#)).

Privacy Statement

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

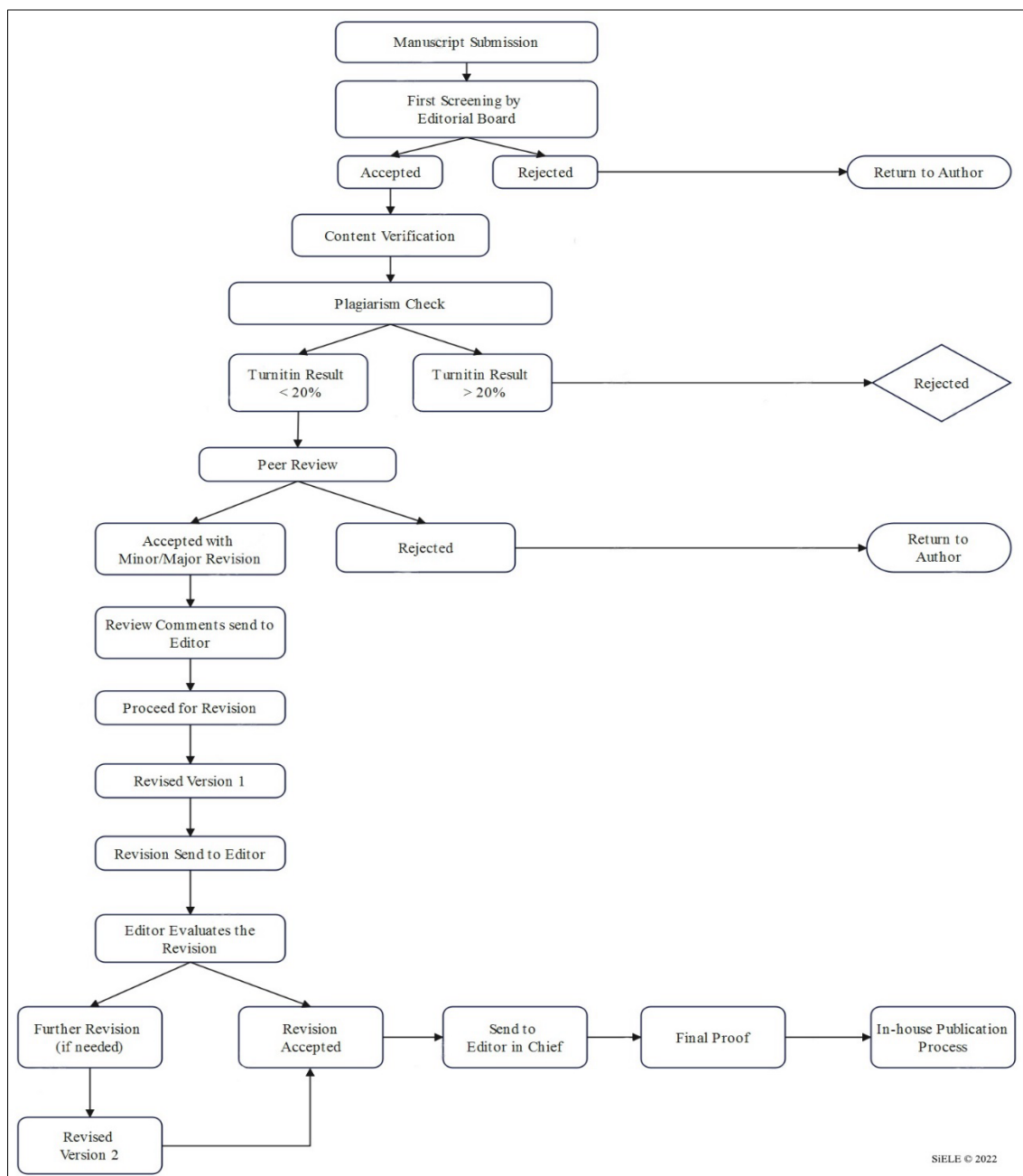


Figure 1. The process from the manuscript submission stage to publication.

Author Fees

This journal charges the following author fees.

- Article Processing Charges: 3500000.00 (IDR)
- Starting from September 2023 (Volume 10, Issue 3), Article Processing Charges (APC) for Indonesian authors is IDR. 3,500,000 (three million and five hundred thousand rupiahs)
- APCs for international authors is USD 270.00
- Authors are required to pay Article Processing Charges (APCs) as a part of the publication process.
- Payment can be made through bank transfer (for Indonesian authors) and PayPal (for international authors)
- Note: Indonesian authors MUST NOT make the transfer using PayPal. If this cannot be avoided, the APC to be transferred should be in the same amount as that of international authors. PayPal charges the journal for each incoming transfer, and it also charges a fee for transfers to the journal bank account.



DEPARTMENT OF ENGLISH EDUCATION
FACULTY OF TEACHER TRAINING AND EDUCATION
UNIVERSITAS SYIAH KUALA
BANDA ACEH—ACEH, INDONESIA

