

## Author Guidelines

The article in this edition of Jurnal Teknoif Teknik Informatika Institut Teknologi Padang consists of 8 pages including pictures and tables. In general, the structure of scientific articles of field research results and scientific articles conceptual research is relatively the same. The structure of the scientific articles of the study of 10 main sections are (1) title, (2) row of ownership, (3) abstract, (4) keyword, (5) introduction, (6) method, (7) result and discussion, (8) conclusions and suggestion, (9) acknowledgments and (10) bibliography. The structure of a conceptual scientific research article is divided into 9 main parts: (1) title, (2) row of ownership, (3) abstract, (4) keyword, (5) introduction, (6) discussion, (7) thanks and (8) bibliography. Each section is given an explanation as follows. [TEMPLATE GUIDANCE WRITING CAN BE DOWNLOAD HERE.](#)

## 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.

### a. Title

1. The title should be concise and informative, with no more than 12 words, including the liaison. In order for the title to be short and succinct in 12 words, avoid conjuncture and mention of very detailed objects, places or research materials.
2. The title contains the key words of the topic under study.
3. Font Times New Roman, 14, Bold, Capital with single line spacing.
4. Title in Indonesian or English, in accordance with the language used in the manuscript.
5. Avoid using abbreviations, formulas and references.

### b. Owner lines (authorship lines)

1. The institutional affiliation of the author follows the place where the work is concerned.
2. The names of authors should be those who actually participate in planning, execution, analysis of results, discussion, and report writing.
3. The academic / functional or bachelor degree must not be included.
4. The name of the institution is listed in full to the country's name, written under the author's name along with the postal address, email and facsimile (if any) for the purposes of correspondence.
5. If the author is more than one person and comes from a different institutional, then all addresses are listed by marking a superscript letter starting from a at the back of the author's name in sequence.
6. The name of the corresponding author is given an asterisk (\*).
7. The author's name Times New Roman, 11, Bold, should not be abbreviated

### **c. Abstract**

1. Abstract is written briefly and factually, covering key issues, main findings, novelty, research recommendations in the future, research methods, results and conclusions.
2. Abstracts are written in one paragraph; written in two languages (Indonesian and English); abstract lengths ranging from 160-250 words written in a single paragraph.
3. Avoid referrals and unusual abbreviations.

### **d. Keywords**

1. Keywords consist of 4 to 6 words and or group of words.
2. Written in alphabetical order.
3. Between keywords separated by comma (,).
4. Avoid many connecting words (and, with, who and others).

### **e. preliminary**

1. Avoid the sub-sub in the introduction.
2. Introduction should contain the background of problems, problems and research objectives.
3. Percentage of preliminary page lengths between 10-15% of the overall length of a manuscript.
4. References are indicated by writing the author's family name / last name and year of issue, regardless of page number. The foundation of theory is presented in complete, concise, and completely relevant sentences for the purpose of writing scientific articles.

### **f. Research methods**

1. Inform briefly about the materials and methods used in the study, including the subjects / materials studied, the tools used, the design of the experiment or the design used, the sampling technique, the variables to be measured, the data retrieval technique, the analysis and the statistical model used.
2. Avoid writing excessive statistical formulas.
3. If using a well-known method, name the method name only. If necessary, specify the reference source used as a reference.
4. For qualitative research, research methods can adjust.

### **g. Results and Discussion**

1. The format of the results of research and discussion is not separated, given the number of pages available for the author is limited.
2. The results can be presented with the support of tables, graphs or images as needed, to clarify the presentation of results verbally.
3. Tables and charts or captions are arranged in the form of a phrase (not a sentence) succinctly.
4. Description of the image / graph is placed under the image / graph, while the title of the table is placed on it. The title begins with a capital letter.
5. Do not repeat writing numbers that have been listed in the table in the text of the discussion. If it will suppress the results obtained should serve in other

forms, such as percentage or difference. To show the number in question, just refer to the table that contains the number.

6. In general international journals do not want statistical languages (such as: different, treatment, etc) written in the discussion. Avoid copy and paste tables of statistical analysis results directly from statistical data processing software.
7. Discussion materials mainly explore whether the results obtained in accordance with the hypothesis or not, and point out the argument.
8. Referral citation in the discussion should not be too long (if necessary avoid).
9. Citation results of research or opinions of others should be abstracted and written in the sentence itself (not using the exact same sentence).
10. A collection of similar research may be referred to in groups.

#### **h. Conclusion**

1. The conclusion should be the answer to the research question, and expressed not in statistical sentences.
2. Written along one paragraph in essay form, not in numerical form.

#### **i. Thank-you note**

1. Acknowledgments are generally placed after the conclusion.
2. Contains acknowledgments to the funding agencies, and or individuals who have assisted in the execution of research and the writing of manuscripts.

#### **j. Bibliography**

##### **General provision of bibliography:**

1. The referral system and bibliography must use the Mendeley program ([www.mendeley.com](http://www.mendeley.com)), End Note ([www.endnote.com](http://www.endnote.com)), which uses the APA (Association Psychology of America)
2. For research articles, references are referenced more than 10 articles of scientific journals.
3. Updates of referenced scientific journals should be considered, at least as a result of relevant publications in the last 10 years.
4. The bibliography is arranged alphabetically in alphabetical order of the author's name.
5. Author's name: the name shown is the final name (surname) of the author followed by the initial name abbreviation (and middle if any). If the author is more than one person, then the way of writing is the same.
6. Writing the title of reference begins with a capital letter only at the beginning of the sentence.
7. Any writing of the name, year, title of article and so on ends with a period (.) Before the next word follows. Special writing volume (number) journal is given a colon (:) without spacing. Examples of writing can be seen in the explanation of each type of literature worth mentioning.
8. The manuscript should refer or quote one or several articles of the Journal of Informatics.
9. References used at least 80% of the primary sources and the last 5 (five) years of publication.

### Terms of referral writing by reference type:

If the source is an article in a scientific journal, it is written in the following order: Author, Title of book. Publisher Location: Publisher, year, page..

Example:

W.K. Chen, *Linear Networks and Systems*. Belmont, CA: Wadsworth, 1993, pp. 123-35.

If the source is a text book, it is written in the following order: author name. year, book title. volume (if any) .edition (if any). publisher city: publisher name (title of book in italics).

Example:

Arikunto, S. 2002. *Prosedur penelitian suatu pendekatan praktek*. Jakarta: Rineka Cipta

If the literature source is a translation book written following the sequence: the name of the original author. years of translation. title of translation book. volume (if any). edition (if any). translation. publisher city: publisher name (The title of the book is italicized).

Example:

Steel, R.G.D & Torrie, J.H. 1991. *Prinsip dan prosedur statistika. Suatu pendekatan biometrik*. Terjemahan B. Sumantri. Jakarta: PT Gramedia Pustaka Utama

If the source of the article in the collection of articles written in the following sequence: the name of the author of the article. article title. in: editor name if there is Ed (if single) or Eds (if more than one) in parentheses. year. book title. volume (if any). edition (if any). publisher city: publisher name (The title of the book is italicized).

Example:

Ancok, D. Validitas dan reliabilitas instrument penelitian. dalam: Singarimbun M dan Efendi (Eds). 1999. *Metode penelitian survey*. Jakarta: LP3ES

Linz, J & Stephan, A. Some thought on decentralization, devolution and the many varieties of federal arrangements. In: Jhosua K (Ed). 2001. *Crafting Indonesian Democracy*. Bandung: Penerbit Mizan

If the source of the article in the proceedings written in the following sequence: the name of the author. year. title of the seminar. title proceedings. the venue of the seminar. time of operation (article title is italicized).

Example:

Alimi, M.Y. 2011. When Religion fails to Nature Character. *Prosiding International Conference Ethics in Development*. Semarang. 17-19 Juli 2011

If a library of unpublished scientific papers (eg theses, theses, dissertations and research reports), is written in the following order: author's name. year. title of research report. name of research project. city publisher: institution publisher / institution (thesis writing / thesis / dissertation / research report in italics).

Example:

Habibah, N. 2012. *Manaqib sebagai Ritual Solidaritas di Grobogan*. Skripsi. Semarang: Fakultas Ilmu Sosial Universitas Negeri Semarang

If the source is an article in a general newspaper / magazine, it is written following the sequence: author's name. year. article title. name of newspaper / magazine. city, publication date and page (Article title is italicized).

Example:

Syamsuddin, A. 2008. *Penemuan hukum ataukah perilaku chaos?* Kompas. Jakarta. 4 Januari. Hlm.16  
Kukuh, A. 2008. *Obsesi pendidikan gratis di Semarang*. Suara Merdeka. Semarang 5 Maret. Hlm. L

If the library source is an online journal article, it is written in the following order: author name, year. article title. the name of the journal. Volume (number): page (The name of the journal is italicized).

Example:

Ernanda, S.E. 2005. *Challenges to the modern concept of human rights*. J. Sosial-Politika. 6(11): 1-12

If the library source is an online article (internet) with no published place and publisher, written in the following order: author's name. year. article title. Downloaded at website date address (Article title is italicized).

Example:

Levy, M. 2000. *Environmental scarcity and violent conflict: a debate*. Diunduh di <http://wwics.si.edu/organiza/afil/WWICS/PROGRAMS/DIS/ECS/report2/debate.htm> tanggal 4 Juli 2002.