IRIS Manuscript Writing & Formatting Templates and Guidelines

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Abstract

Authors preparing articles for publication in the IRIS Journal should refer to this page for formatting guidelines. For the articles to be published, the authors simply follow the guidelines in the template. You can use this page as a collection of instructions as well as a template to type your own content into. The abstract should be written in the present tense and should clearly highlight the work's uniqueness in relevance to the journal's fields. It should ideally provide a brief overview for the research before qualitatively explaining the research theory and some noteworthy discoveries. It should conclude with a term that describes the field's ramifications. There must be no references, figures, or tables in the abstract. Use no upwards of 250 words inside the abstract, as it will be published in the journal's online version and delivered to international databases in various configurations for indexing. The title and abstract should be written with extreme caution. A truly brilliant paper may never be downloaded or viewed if it lacks a decent title and abstract.

Introduction

Introduction section contain background of the research, why the issues need to be studied, provide state of the art or more specific statements about the aspects of the problem already studied by other researchers, very specific statement giving the purpose/objectives of studies, and optional statements that give a value or justification for carrying out the study.

There should be no subheadings in the introduction. Only limited figures that are genuinely introductory and do not include any novel results may be included. (Calibri Light Size 12 & Regular) Prospective writers are encouraged to submit works that are relevant to the journal's scope. Papers must be written entirely in English and submitted in the final format. The styles specified in this template should be used to edit all text. It is important that you submit your original work in Microsoft Word format (.doc) or in PDF format (.pdf) (.docx).

Only minor corrections and the final formatting of your work will be done by us. (Calibri Light Size 12 & Normal)

Methods

This section should provide enough detail to allow full replication of the study by suitably skilled investigators.

An important aspect of all scientific research is that it be repeatable which gives validity to the conclusions. The methods section of a manuscript allows other interested researchers to be able to expand on what was learned and further develop the ideas. It is for this reason that this section of the paper needs to be specific.

Methods section should explain detail information about research variables, research procedures, sample or population, how the data to be collected and analysed. The number of methodology subsections can be adjusted.

Results and Discussions

The results section should provide details required to support the conclusions of the paper. The section may be divided into subsections, each with a concise subheading.

It is advised that this section be written in past tense. It is a good idea to rely on charts, graphs, and tables to present the information. This way, the author is not tempted to discuss any conclusions derived from the study. The charts, graphs, and table should be clearly labelled and should include captions that outline the results without drawing any conclusions. A description of statistical tests as it relates to the results should be included.

Results and discussions contain results obtained by author during the research activities and are largely presented systematically from general to the specific. Results and discussions must also interconnect with theory that used. Avoid excessive use of citations and discussion of published literature.

A. Writing Format

The paper size is A4 with 210 mm (8,27") in width and 297 mm (11,69") in height. The margin limits are:

• Tops = Bottom = 25,4 mm (1,0")

• Left = Right = 25,4 mm (1,0")

Article layout using one column format. Paragraphs must be regular. All paragraphs must be aligned, that is, equally left and right. The article is written with a space of 1.5 except for the abstract and description of the image or table, which is using 1 space.

B. Number of Pages

The number of article pages submitted to the journal is between 4 and 20 pages.

C. Document Letters

All documents must be in Calibri Light type. Other types of fonts can be used if needed for special purposes.

D. Title and Author

The letter used throughout the article is Calibri Light. The title is written in bold with 16pt size, the author's name is written in bold with 11pt size, affiliation is typed in 10pt size, and email address is typed in 9pt size.

The title and author's name must be in single-column format and must be centered alignment. Total of words in the title maximum in 15 words. All letters in the title are capitalized. To avoid confusion, the surname is written at the end of each author's name. Each affiliate must include, at a minimum, the name of the institution or company and the full address.

Email address is mandatory for all authors, correspondence authors (corresponding author) are distinguished by including an asterisk (*). Minimize the inclusion of detailed addresses on the title, can be shortened to only the name of the village/region and the name of the province.

E. Section Sub Chapter

Should not be more than 3 levels for Sub Chapters. All text must be in 12pt and written in bold. Every word beginning in a heading must be capitalized except for the short words described earlier.

F. Image and Image Caption

The image must be centered. If in 1 image description consists of 2 images, images can be placed side by side (right-left). The image is not bordered outside the image area. Figure captions are numbered sequentially and must be cited in the body of the text. Include a citation of the source under the description of the image if it is not your own work.

G. Figure or Graphic

Graphic images may be colored. For color graphics, make sure the colors contrast enough to differentiate one line from another. For black and white charts, use a different line type (ex. solid line, dotted line, dotted line, etc.). Remove the borderline on the displayed graphic image.
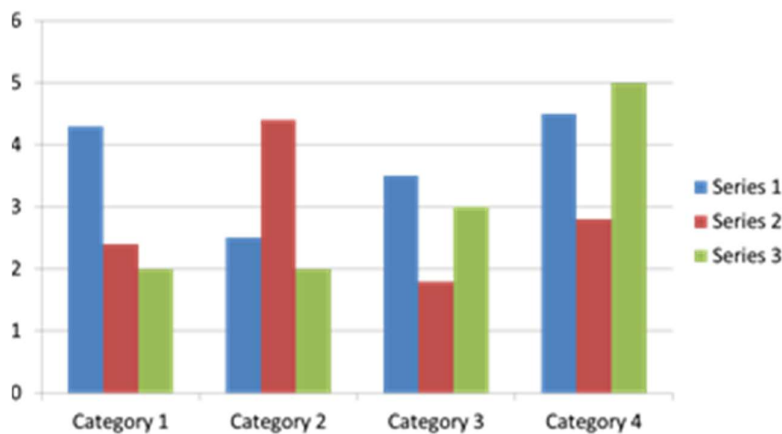

Figure 1. Bar Chart per Category

(If not your own work, include the source citation in the caption)

Ensure that the image resolution is sufficient to reveal important details in the image. For images sourced from JPG files, make sure they have a resolution of 300 dpi.

Image captions are placed at the bottom of the image. Captions using Calibri Light 12pt type and numbered using Arabic numerals. Image captions in one line (for example, Figure 2) are centered. Captions with image numbers must be placed in accordance with the relevant points.

H. Table and Table Description

The table must be centered. Large tables can be rotated vertically. Each table or figure should not be separated/truncated on a different page.

Tables and table titles are written in 11 pt Calibri Light font. Tables are numbered using uppercase Roman numerals. The beginning of each word in the table title is capitalized except

for short words. The contents of the table should be left aligned. Note that there are no vertical lines in the table. Include a citation of the source under the table caption if it is not your own work. An example of a table can be seen in Table 1.

Table 1. Characteristics of Respondents

Characteristics of Respondents		Frequency	Percentage
Years	>10 years	4	13,3
	3-10 years	26	86,7
	Sum	30	100,0
Position	Owner	29	96,7
	Organizer	1	3,3
	Sum	30	100,0
Age	<25 years	3	10,0
	25-40 years	5	16,7
	>40	22	73,3
	Sum	30	100,0

(Source: ……, 20xx)

I. Equations

The equation is written in the center. Use the Microsoft Equation Editor or the MathType add-on. Do not copy and paste equations from other files in the form of pdf or jpg. Equation numbers are written right-aligned with Arabic numerals in parentheses. An example of writing an equation can be seen in Equation (1) below.

$$\gamma = \frac{2\pi}{\lambda} \frac{n_2}{A}$$

(1)

J. Page Number, Headers, and Footers

Page numbers are written at the bottom in the center. No headers and footers are used.

K. Link and Bookmark

All hypertext links and bookmark sections will be deleted. If the article needs to refer to an email address or URL in the article, then the full address or URL must be written.

L. References

Every document cited in this article should be included in this section. The number of cited references is at least 10, with 80% of them being primary references published at least in the last 15 years. Primary references mean journal articles, book chapters, patents, and seminar/proceeding articles. As for what is meant by secondary references are textbooks and handbooks.

Conclusions

The work's key findings and consequences should be clearly explained in the Conclusions section, highlighting their importance and relevance. Conclusions should not repeat what has been written in the Results and Discussion section, but discuss important results, applications and developments of the research carried out. This section should also be able to show whether the research objectives can be achieved. Conclusions are written in description paragraph form. Avoid using bulleted lists.

Funding Statement

Authors should state how the research and publication of their article was funded, by naming financially supporting bodies followed by any associated grant numbers in square brackets.

Acknowledgments

An Acknowledgements section is optional and may recognize those individuals who provided help during the research and preparation of the manuscript. Other references to the title/authors can also appear here, such as "Author 1 and Author 2 contributed equally to this work."

References

References of the manuscript using APA style. Here are some examples:

Journal Article

Afrianto. (2018). Being a Professional Teacher in the Era of Industrial Revolution 4. 0: Opportunities, Challenges and Strategies for Innovative Classroom Practices. *English Language Teaching and Research*, 2(1), 1-13.

Albantani, A. M., & Madkur, A. (2017). Musyahadat Al Fidyu: Youtube-Based Teaching and Learning of Arabic as Foreign Language (AFL). *Dinamika Ilmu*, 17(2), 291-308.