**7ISC Author Guidelines**

Introduction

The 7th International Scholars’ Conference (7ISC), organized by Universitas Advent Indonesia (UNAI) in partnership with Universitas Klabat (UNKLAB), Adventist University of the Philippines (AUP), and Asia-Pacific International University (AIU) is considered to be a media for research results and experience exchange in exploring and developing ideas on research in different strands such as:

• Allied Health;

• Theology;

• Business and Governance;

• Education;

• Natural Sciences;

• Engineering and Technology;

• Art, Humanities, and Social Science.

In this year conference, the 7th International Scholars’ Conference Theme “Knowledge Creation 4.0 Industrial Age” Seek to explore various research ideas in which can develop and grow multiple areas in each country of researcher origin. And full fill the needs of communities, institutions, states, and fellow researcher in a different area in the world. Where in this year of 2019 the area is also known as the digital age of 4.0 industrial age. Industry 4.0 is the name of the latest automation and data exchange trends in factory technology. This term includes cyber-physical systems, the internet for everything, cloud computing, and cognitive computing.

With these goals in mind, the 7th International Scholars’ Conference (7ISC) invites academics, researcher, practitioner, observers and all those concerned participants including students researcher to jointly express and exchange ideas in this wonderful conference.

Importan Deadlines

• Abstract Submission: June 1 - July 2019

• Acceptance Letter: July 30, 2019

• Full Paper Submission: September 30, 2019

• Powerpoint: October 15, 2019

• Conference: October 28-29, 2019

• Tour: October 30, 2019

Questions? Contact https://7isc.unai.edu or 7isc@unai.edu

1. Abstract
2. **Submission**
	1. Submit the abstract (in MS Word .docx) via the Universitas Advent Indonesia Open Journal System [[click to enter](https://jurnal.unai.edu/index.php/isc)], read the submission guideline [[**HERE**](https://7isc.unai.edu/wp-content/uploads/2019/06/7ISC_Submission-Guidelines.pdf)].
	2. All abstracts must be submitted electronically by completing the appropriate online abstract submission form before 11:59 p.m. WIB on July 15, 2019.
	3. Abstract received by the deadline will be (double-blind) peer-reviewed by an internal panel on a rolling basis. A notification of acceptance/rejection will be issued at the latest July 31,2019;
	4. For co-authored papers (with more than one author), the submitting author will serve as the corresponding author who has the responsibility to forward all correspondences to his/her co-authors (e.g., revision/acceptance/rejection emails).
3. **Format**
4. The abstract should stand alone with APA style, meaning that no citations are in the abstract.
5. The abstract should be typed in A4 (210mm x 297mm);
6. With 12-point Times News Roman font and;
7. Must be 1 line-spaced;
8. With left border of 4cm, right, upper, and lower borders of 3cm;
9. Authors are encouraged to use the 7ISC Abstract template [[Download](https://7isc.unai.edu/wp-content/uploads/2019/06/7ISC_Abstract-Template.docx)].
10. **Language**
11. The abstract must be written in good academic English. Spelling follows Webster’s International Dictionary;
12. A single author should not use the word “we”. Authors for whom English is not their native language are encouraged to have their abstract checked before submission for grammar and clarity.
13. **Abstract Length**

As a guide, the abstract should be 200-300 words in length. The allowable length of the abstract is at the editor’s discretion; however, manuscripts with a length of less than or exceeding the specified word count may be returned to the author(s) for revision before the abstract is considered by the editors.

1. **Abstract Title**
2. The title of the abstract should be specific and effective, and approximately not more 20 words;
3. Write an abstract title using simple and straightforward language that can offer readers a glimpse of the content with their first glance;
4. The title text should be printed in upper and lower case letters and;
5. Type in Times New Romans with 14 point and center-justified.
6. **Author’s name and Affiliations**
7. The author(s), affiliation(s) and email should be center, single-spaced, and typed beginning on the second line below the title;
8. Use 12 point type. Do not use titles such as “Dr.” or “Professor.” Additional authors and affiliations should be stacked under the first with no space between. You should include your institution’s name and country (all capital) and email, the email should be use *Italic* text.
9. **Keywords**

Keywords are an important part of writing an abstract. Authors should select a maximum of five keywords that are specific and reflect what is essential about the article. Keywords and the article’s classification should be provided after the abstract.

1. **Abstract Criteria**

|  |  |  |
| --- | --- | --- |
| **Criteria** | **Review Scale** | **Comment/suggestion** |
| Meets expectation (3) | Somewhat meets expectation (2) | Does not meet expectation (1) |  |
| **Introduction:** * Research problem is clearly identified
 |  |  |  |  |
| * The study purpose/objectives are established
 |  |  |  |  |
| **Method:** * Specific research design is written;
 |  |  |  |  |
| * Respondent/participants/subjects are stated (who, how many)
 |  |  |  |  |
| * Data gathering method is provided
 |  |  |  |  |
| * Data analysis is described
 |  |  |  |  |
| **Result:** * Findings are summarized
 |  |  |  |  |
| * Conclusions and implications are given
 |  |  |  |  |
| **Discussion:** * Recommendation for future research is provided
 |  |  |  |  |

REVIEW RESULT:

🞏 Abstract is accepted as it is (23-27 points)

🞏 Abstract is accepted with revision (12-22 points)

🞏 Abstract is not accepted (below 11)

1. **Review Process**

After the submission of your abstract, a review and evaluation process will take place. The goal of such a process is not to set a competition for a limited number of slots but to ensure that all submissions meet minimum professional standards and reflect quality work. Such standards are reflected in these guidelines. This process review will be applied uniformly to all abstracts.

7th ISC policy is that all research abstracts are evaluated by a review committee in a double-blind manner, which means that reviewers of the paper won’t know the identity of the author and the author won’t know the identity of the reviewer.

The committee will determine the number of abstracts accepted.

1. **Publication**
2. Abstracts accepted for the 7th ISC will be included in the Conference Proceedings for free distribution at the conference. Authors are NOT required to transfer copyrights to 7th ISC;
3. All papers have publication opportunity in various indexed international journal: Garuda, DOAJ (on process), Google Scholar, and many more.
4. **Responsibilities of the Authors**
	1. If you are the presenting author(s) submitting the abstract:
		1. Ensure all authors are listed on the abstract submission form and that all listed authors have reviewed the abstract, taken responsibility for its contents, and agreed to be listed as an author.
		2. Ensure all information submitted in abstract is FINAL. No revisions can be made to submitted abstracts and author information cannot be changed.. All abstracts should be carefully written and edited prior to submission.
		3. Ensure that the abstract adheres submission requirements including formatting and author/presenter information. Abstracts not adhering to requirements will not be considered for acceptance.
		4. Ensure that you (and any co-presenting author) are available to present on October 28-29, 2019 in Universitas Advent Indonesia.
		5. Communicate all relevant information with other authors involved in the submission.
		6. Understand that any expenses associated with the submission are the responsibility of the submitter.
	2. If your abstract is selected for presentation, then:
		1. Presenting author(s) must register for the conference and pay the appropriate registration fee.
		2. Presenting author(s) must upload their presentation powerpoint to [[**HERE**](https://7isc.unai.edu/powerpoint-presentation/)] using the 7isc powerpoint template [[Download](https://7isc.unai.edu/wp-content/uploads/2019/06/7ISC_PowerPoint-PresentationTemplate.pptx)], read the oral presentations guideline [[**HERE**](https://7isc.unai.edu/oral-presentation-guidelines/)]
		3. Presenting author(s) are responsible for their own travel expenses.
		4. Presenting author(s) of selected abstracts will be asked to provide consent to 7th ISC organizers to publish the research paper in various journals in Universitas Advent Indonesia.
		5. Note this is a voluntary presentation and no honorarium is provided.
5. Full Paper
6. **Submission**
7. Submit the full paper (in MS Word .docx) via the Universitas Advent Indonesia Open Journal System [[click to enter](https://jurnal.unai.edu/index.php/isc)], read the submission guideline [[**HERE**](https://7isc.unai.edu/wp-content/uploads/2019/08/7ISC_Full-Paper-Submission-Guidelines.pdf)].
8. All full paper must be submitted electronically by completing the appropriate online full papers submission form before 11:59 p.m. WIB on September 30, 2019.
9. Full papers will be (double-blind) peer-reviewed by an internal panel on a rolling basis. A notification of acceptance/rejection will be issued.
10. For co-authored papers (with more than one author), the submitting author will serve as the corresponding author who has the responsibility to forward all correspondences to his/her co-authors (e.g., acceptance/rejection emails).
11. **Format**
	1. The Full Paper should be written in A4 (210mm x 297mm) size;
	2. The manuscript must be saved as a word file.
	3. With 12-point Times News Roman font;
	4. Must be 1.5 line-spaced except for indented quotations
	5. Single column;
	6. With left border of 4cm, right, upper, and lower borders of 3cm;
	7. All the pages, including tables, appendices, and references, should be serially numbered.
	8. Authors are encouraged to use the 7ISC Full Paper template [[Download](https://7isc.unai.edu/wp-content/uploads/2019/06/7ISC_Full-Paper-Template.docx)].
12. **Language**
	1. The manuscript must be written in good academic English. Spelling follows Webster’s International Dictionary.
	2. A single author should not use the word “we”. Authors for whom English is not their native language are encouraged to have their abstract checked before submission for grammar and clarity.
13. **Article Length**

The article should be between 4000 and 6000 words. The allowable length of the manuscript is at the editor’s discretion; however, manuscripts with a length of less than or exceeding the specified word count may be returned to the author(s) for revision before the manuscript is considered by the editors. The word count excludes tables, figures, and references.

1. **Title Page**
	1. Article Titile

The title of the article should be specific and effective, and approximately not more 15 words. Write an article title using simple and straightforward language that can offer readers a glimpse of the content with their first glance.

* 1. Author’s name and Affiliations
	2. The author(s), affiliation(s) and email should be center, single-spaced, and typed beginning on the second line below the title;
	3. Use 12 point type. Do not use titles such as “Dr.” or “Professor.” Additional authors and affiliations should be stacked under the first with no space between. You should include your institution’s name and country (all capital) and email, the email should be use Italic text.
	4. Abstract

The abstract should stand alone, meaning that no citations are in the abstract. The abstract should concisely inform the reader of the manuscript’s purpose, its methods, its findings, and its value. The abstract should be relatively nontechnical, yet clear enough for an informed reader to understand the manuscript’s contribution. The manuscript’s title, but neither the author’s name nor other identification designations, should appear on the abstract page. An abstract, of no more than 300 words, should be presented both in English and Indonesian on a separate page immediately preceding the text of the manuscript. (An Indonesian abstract will be provided for the non-Indonesian authors once the manuscript is accepted for publication).

* 1. Keyword

Keywords are an important part of writing an abstract. Authors should select a maximum of five keywords that are specific and reflect what is essential about the article. Keywords and the article’s classification should be provided after the abstract.

1. **Main Article**

Manuscripts submitted to this journal should have the followimg main headings:

* 1. Introduction

What is the purpose of the study? Why are you conducting the study? The main section of the article should start with an introductory section which provides more details about the paper’s purpose, motivation, research methods and findings. The introduction should be relatively nontechnical, yet clear enough for an informed reader to understand the manuscript’s contribution.

* 1. Literature Review

In this section, the author will discuss the purpose of a literature review.

* 1. Methods

This section typically has the following sub-sections: sampling (a description of the target population, the research context, and units of analysis; sampling; and respondents’ profiles); data collection; and measures (alternatively: measurement).

* 1. Results

The author needs to report the results in sufficient detail so that the reader can see which stastical analysis was conducted and why, and later to justify their conclusions.

Reporting results: The author may assume that the reader has a working knowledge of basic statistics (i.e., typically the contents covered in a 1st statistics course).

* 1. Discussion

Different authors take different approaches when writing the discussion section. According to Feldman (2004:5), Perry et al. (2003: 658), and Summers (2001: 411412), the discussion section should: 1) Restate the study’s main purpose; 2) reaffirm the importance of the study by restating its main contributions; 3) summarize the results in relation to each research objectives or hypothesis, without introducing new material; 4) relate the findings back to the literature and to the results reported by other researchers; 5) provide possible explanations for any unexpected or non-significant findings; 6) discuss the managerial implications of the study; 7) highlight the main limitations of the study that could influence its internal and external validity; 8) and discuss insightful (i.e., non-obvious) directions or opportunities for future research related to the topic.

* 1. Conclusion

In this section, the author presents brief conclusions from the results of research with suggestions for advanced researchers or general readers. A conclusion may cover the main points of the paper, but do not replicate the abstract in the conclusion.

* 1. Limitations

Not only do authors write down the major flaws and limitations of their study, which can reduce the validity of the writing, thus raising questions from the readers (whether, or in what way), the limits in his studies may have affected the results and conclusions. Limitations require critical judgment and interpretation of the impact of their research. The author should provide the answer to the question: Is this a problem caused by an error, or in the method selected, or the validity, or otherwise?

* 1. References

In writing the article, the author(s) are required to use reference management tools (example: Mendeley) in writing the citation and list of references using APA 6th Edition or latest. Authors may use some flexible terms for the subheading following the main heading. Authors are encouraged to use the manuscript template that can be found at the bottom of this guideline (Journal Template).

1. **Artwork**

The author must provide high-quality artwork for all illustrations. Poor resolution or definition are not acceptable. Tables and Figures should be numbered separately. (Table 1, Table 2; Figure 1, Figure 2). Each table and each figure should be given a title with center aligned and bold. Figures and tables reproduced from already published work must be listed with permission from the original publisher (or copyright holder, if not the publisher).

1. **Review Process**

After the submission of your manuscript(full paper), a review and evaluation process will take place. The goal of such a process is not to set a competition for a limited number of slots but to ensure that all submissions meet minimum professional standards and reflect quality work. Such standards are reflected in these guidelines. This process review will be applied uniformly to all abstracts.

7th ISC policy is that all research manuscript are evaluated by a review committee in a double-blind manner, which means that reviewers of the paper won’t know the identity of the author and the author won’t know the identity of the reviewer.

The committee will determine the number of full papers accepted and should be published.

1. **Publication**
2. The author where the manuscript (full paper) is accepted will be given a choice where he will publish the manuscript.
3. All papers have publication opportunity in various indexed international journal: Garuda, DOAJ (on process), Google Scholar, and many more.
4. FAQ
	1. Q: **When** we submit the Full Paper?

A: When you receive the acceptance letter.

* 1. Q: **Where** we submit the Full Paper?

A: At the same Open Journal System where you submit the Abstract (<https://jurnal.unai.edu/index.php/isc>).