Writing Guidelines CommIT Communication and Information Technology Journal

- 1. Article is written in English, single-spaced, two columns, 3500–8000 words length. Author's name should not be written on the article but it should be put on the article metadata on Open Journal System (OJS) website (If author's name is still on the article, the article would be rejected and author may submit on a new submission). Author must fill out author's profile on OJS website that consists of author First, Middle and Last Name (If author only uses one name, fill the first name and last name with the same name), Gender, Initial, Username, Password, Affiliation (University/or Institution), E-mail, Mailing Address (complete address of affiliation: street name, city, province and zip code), Country and Bio Statement (Department or Faculty). Author must follow the journal template which can be downloaded at http://journal.binus.ac.id/index.php/commit/about/submissions#authorGuidelines
- Article contains TITLE, ABSTRACT, INTRODUCTION, METHODS, RESULTS AND DISCUSSIONS, CONCLUSIONS, ACKNOWLEDGMENTS and REFERENCES TITLE : Title must succinctly describes the contents of the research article and attract the academic readers. The title consists of 8-12 words, not including definite article (the) and indefinite article (a, an). Use the phrases, not sentence.

ABSTRACT: The abstract is a summary of the article. It is consist of research objective, research methods, results and discussion, and conclusion. Implications or recommendation can be added in the abstract. The abstract must be written in 150 - 250 words. The abstract must not contain lengthy background information and have no reference to figure, table, equation, any bibliographical reference either coming within or other article. The language of abstract must be clear and concise. It is a stand-alone summary in one paragraph.

KEYWORDS: Keywords consist of important/ specific words or phrases found mainly in the title and abstract. But, it can also come from the article. There are 3-5 keywords from one article.

INTRODUCTION: The introduction show what is already known from the previous studies, defines the importance of the study, literature review, and state the research objective. In order to understand what is already known from the previous study, the introduction must consist of discussing the relevant journal article (with citation) and summarizing the current understanding of the problem encounter to show novelty of the research.

METHODS: The methods explain clearly how the author carried out the research. The method must describe the research design clearly, the replicable research procedures, describe how to summarize and analyze the data.

RESULTS AND DISCUSSIONS: The result section show objectively the presentation of the research key results without any interpretation using text, tables and figures. The result section begins with text, presenting the key finding, and referring to the tables and figures. The table must not print screen, specific numerical values, compare and contrast values, and minimum of 2 row and column. The figures must clear (provide original file as supplementary file in article submission), highlight trends, pattern, and relationship. The result section must present how the author ensure the data validity and reliability.

The discussion section show how the author interpret the results in light of what was already known, and to explain the new understanding of the problem after taking your results into consideration. The discussion must connect with the Introduction so it tells how your study contribute to the body of knowledge and society.

CONCLUSIONS: The conclusions section show the answer or clarification of the research questions and opportunities for future research

ACKNOWLEDGMENTS: The authors must acknowledge any sources of funding that supported the research and may acknowledge the outside reviewers of their drafts

REFERENCES: The reference must consist of 80% from relevant and recent primary sources (such as article of journal or conference from last 5 years). Citations and References are adapted from IEEE style and using reference manager software (Mendeley, Zotero, etc). Guidelines to IEEE style used for in-text citations and references is available http://www.ieee.org/documents/ieeecitationref.pdf. However, some adjustments are made to suit the need of CommIT. A quick guide as example is stated as follows. The samples below are

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