

TEFLIN *Journal*
GUIDELINES FOR ARTICLE CONTRIBUTORS

1. TEFLIN *Journal* accepts articles on English language teaching and learning, linguistics, and literature, which have not been published or are under consideration elsewhere.
2. To be considered for publication, manuscripts should be typed in MS Word doc. format, using 12 size Times New Roman fonts, double-spaced on quarto or A4-size paper, 10-20 pages in length.
3. Articles will be reviewed by subject reviewers, while the editors reserve the right to edit articles for format consistency without altering the substance.
4. Articles are to be written in essay style with a subheading for each part, except for the introduction. The subheading system is as follows:
LEVEL ONE : ALL CAPITALS, BOLD, LEFT JUSTIFICATION
Level Two : Capitals-lowercase, Bold, Left Justification
Level Three : Capitals-lowercase, Italic-bold, Left Justification
5. Conceptual articles should include: (a) Title; (b) Full name of contributor(s) without title(s); (c) Abstract (max. 100 words); (d) Keywords; (e) Introduction without heading; (f) Body text; and (g) References.
6. Research-based articles should contain: (a) Title; (b) Full name of contributor(s) without title(s); (c) Abstract (max. 200 words); (d) Keywords; (e) Introduction without heading, which includes review of related literature and research purpose; (f) Method; (g) Findings and Discussion; (h) Conclusions and Suggestions; (i) References; and (j) Appendix, if any.
7. The references should be presented alphabetically and chronologically, and be written in accordance with the APA style, e.g.
Brown, H. D. (1994). *Principles of language teaching and learning*. New Jersey: Prentice-Hall Inc.
Huda, N. (1995). Pendekatan kebermaknaan in the 1994 English syllabus. *English Language Education*, 1(1), 26-36.
8. Manuscripts, as well as contributors' brief CV, and a number of selected items to be included in the subject index (about 20 items) should be e-mailed to: journal@teflin.org.
9. An article contributor is entitled to two hard copies of the issue in which the article is published, and two offprint copies of the article.