

# NOTE FOR Contributor

A detailed *Guide for Authors* is available upon request. The authors are kindly asked to consult this guide. Please note the following notations.

**Manuscript submission.** The submitted manuscript should be in English. The authors are encouraged to submit manuscripts on 3.50" HD/DD disk specifying the type of computer equipment and program used. However, the programs of WP, WS, and MS Word are preferred. The manuscript file(s) will be copied and the diskette(s) returned to the author. Only original papers will be considered for publication and the paper(s) has not simultaneously been published to any other publications.

**Manuscript style.** The papers should contain 8,000 – 10,000 words and are prepared as follows: title, name and address of the author, a 100 to 500-word abstract, introduction, body, conclusion, acknowledgments (when appropriate), references, and appendices. No footnotes are included. The curriculum vitae of the authors is submitted in separate paper.

**Text preparation.** The manuscript should be type written with double spacing and wide margins (3 cm) as well as numbered consecutively. The title should centrally be typed in capital letters. The section and sub-section headings should be ranged in left justification.

**Illustrations and tables.** The illustrations and tables should be compiled within text and numbered consecutively. They should be referred to in text. Photographs, charts, and diagrams are to be referred to as "Figure(s)". Photographs should be in good quality.

**References.** References cited within text start with author's name, followed by publication date in parentheses. The reference list should be ranged in alphabetical order.

## 1. Book by one and/or more authors

Munitz, M. K., 1974. *The Mystery of Existence : An Essay in Philosophical Cosmology*, New York UP, New York.

Marsden, J., 1992. *The Chemistry of Gold*, Ellis Harwood, New York.

Danielson, D. F. et al. 1980. *Reading English for Students of English as a Second Language*, 2nd ed., NJ Prentice, Englewood Cliffs .

## 2. Edited book and book with introduction, preface, foreword, afterword

Eliot, G., 1961. *The Mill on the Floss*. Ed. Gordon S. Haight, Boston: Houghton.

Barret, M. (ed), 1979. *Women and Writing*, By Virginia Woolf, Harcourt, New York.

Eble, K., 1964. Introduction, *The Awakening*, By Kate Chopin, Putnam's, New York, v – xiv.

## 3. Periodicals

– Continuous pagination journal

Webb, A. D., 1984. The Science of Making Wine, *American Scientist*, No. 71, pp. 360 – 7.

– Independent pagination journal

Bianchi, E. C., 1985. Christianity and Violence, *Natural Forum*, No.63.4, pp. 16 – 7.

– Weekly or biweekly periodical

'A live and well : The Red Brigades are Back' ,*Time* 27 Feb. 1984, no. 46.

## 4. Speeches

Durant, W. and Durant, A., 1974. Can Democracy Survive?" Commencement Address Occidental College Los Angeles, 8 June.

## 5. Government Publications

California. Dept. of Alcohol and Drug Programs 1980. *A Directory of Community Services for Alcohol Abuse and Alcoholism in California*, Sacramento : The Department of Alcohol and Drug Programs, .

Republic of Indonesia, Ministry of Mines and Energy. Directorate General of Mines. Directorate of Coal 1997, *Prodcim-1 1990 - 1996*, Ministry of Mines and Energy, Jakarta.