

Click here, type the title of your manuscript, Capitalize first letter

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### **Abstract**

Insert your abstract text, maximum **250 to 350 words** providing trial information under the following sections. *First*, background. Provide context or background for the study and state the study's primary objective or hypothesis in 1–2 sentences, is it theory review of **community engagement or description about community engagement that has been done**. *Second*, theoretical background. Mention and explained the theory that support your research, especially theory about **community engagement, community services and community development**. Also, author include hypothesis (if any) which explained the tentative of result. *Third*, methods. Describe the basic procedures used during the study, including selection of study subjects and observational and analytical methods. Define the primary outcomes that were measured for each group of subjects is it about review of community engagement theory or implementation of community engagement. *Fourth*, results and discussion. Summarize the main findings, including specific effect sizes and their statistical significance, if possible. Include (if relevant) the number of participants in each group, the primary outcome for each group, and any significant adverse events or side effects. *Fifth*, conclusion. In 1–2 sentences, state the principal conclusions, emphasizing new and important aspects of the study or observations in aspect of **community engagement**.

*Keywords:* Type your keywords here, separated by semicolons, minimum of 5 keywords;

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### **1. Main Text**

Here introduces the manuscript, and put a nomenclature if necessary, in a box with the same font size as the rest of the manuscript. The paragraphs continue from here and are only separated by headings, subheadings, images and formula. The section headings are arranged by numbers, bold, 12 pt and with Cambria Font. Total words in Manuscript is range from 4000 to 8000 words.

ASEAN Journal of Community Engagement manuscript should be divided into the following sections: **(1) Title page, (2) Abstract and Keywords (4) Introduction, (5) Methods, (6) Results and Discussion, (7) Conclusion, (8) Acknowledgements, and (9) References.**

The title page should include the following: (1) the title, (2) the name(s) of authors, (3) the institution(s) where the work was performed, and (4) country of author. **Filling the title page is required when your manuscript is ready to publish.** The manuscript title should be clear, concise, informative, and limited to 10 words including conjunctions. Subtitles, colons, and nonstandard abbreviations are unacceptable.

### **Introduction**

Introduction contains an explanation why the issues need to be researched (research significance) and all supporting data or scientific evidence based on personal observations or the results of other researcher studies. The formulation of this research problem is always based on real conditions and objectively scientifically. **Community engagement** mean the services to society, applying science and technology based on their field, increasing the capacity of society, and community empowerment.

**Community engagement** also mean that the community engagement problems that has been discussed if your manuscript is about **community engagement program**. In this journal there are two types of manuscript that you could submit.

First, **Review Paper**. **Review paper** in this journal explain three kinds:

1. The existing knowledge on **community engagement** based on all published research available on **community engagement**.
2. A Systematic review searches for the answer to a particular question in the existing scientific literature on **community engagement**.
3. A meta-analysis compares and combines the findings of previously published studies, usually to assess the effectiveness of an intervention or mode of treatment,

**Review paper** explain more detail about theory of community engagement, include more reference, novelty of review paper more indicated. Also contribute to the theory that raised or criticized and contributed to community.

Second, **Research Paper**. **Research paper** is based on original research related about **community engagement program**. The kind of research is depending on your field or the topic of **community engagement program** (program that has be done, experiment, impact of your program, survey, interview, questionnaire, etc.). The **research paper** will be based on the analysis and interpretation between theory and **community engagement program** and you need to explain the problems that faced in location of **community engagement**.

There is no theoretical background section in this manuscript. But, you must input your theoretical background on Introduction section. Theoretical background contains previous theories as the basis of research and the temporary hypothesis. The theory can be in the form of scientific articles, articles in journals, textbooks, or other sources of scientific writing. This theory will be used to provide **state of the art** of your manuscript from research problems that have been proposed. **In the context of community engagement, the theory that should be used primarily is the theory related to community engagement, community development, or community services**. Other theories that are still needed to solve the problem of research to support theories that are delivered after the theory of community engagement is discussed.

After the theories are mentioned and discussed, the author has written a temporary hypothesis (if any) as a temporary answer of the research. If this temporary answer is true, then the writer can reveal that the research problems have been answered and has been given the solution.

## **Methods**

Methods are the means used by the author to answer the existing research problem. The method, if theory review about community engagement or implementation of community engagement, **must clear with the location and time of the research, the population and sample of the research, the research variables and the research data**.

## **Result and Discussion**

Result and discussion contains results obtained by the author during the research. The results of the research submitted in advance as a whole, which continues by doing the process of discussion. The discussion is presented systematically from **general, then leads to the specific**. Presentation of the research can be done with the help of tables, drawings/graphs, maps/plans, and schemes.

Result and discussion of your manuscript also interconnected with your theory that used, included **novelty of your manuscript about community engagement**. Minimum of your explanation on this chapter is range **40% to 50%** of your manuscript as a whole.

### 1.1. Structure

Files must be in MS Word only and should be formatted for direct printing. Figures and tables should be embedded and not supplied separately.

Please make sure that you use as much as possible normal fonts in your documents. To avoid unnecessary errors you are strongly advised to use the 'spellchecker' function of MS Word. Follow this order when typing manuscripts: Title, Authors, Affiliations, Abstract, Keywords, Main text (including figures and tables), Acknowledgements, and References. Bulleted lists must not included for manuscript submission.

### 1.2. Tables

All tables for submitting manuscript should be numbered with Arabic numerals and this tables can be edit and not as images. Every table should have a caption. Headings should be placed above tables, centered. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately. If the table get on other sources, write the name of source below the table, left justified. Below is an example which the authors may find useful.

Table 1. An Example of Table

An example of a column heading	Column A ( <i>t</i> )	Column B ( <i>t</i> )
And an entry	1	2
And another entry	3	4
And another entry	5	6

Source: An Example of Source (Year of Source)

### 1.3. Format of references

**References must be listed at the end of the paper.** Do not begin them on a new page unless this is necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. **Indicate references is fill by Last Name, Page, and Years, it is called Body Note or End Note.** Here is example for you about Body Note or End Note.

“..... Women today have started to have the capacity to contribute from various aspects. For example, is in the office, college, business, and other things. However, not all women can always play an important role in the utilization of natural resources, particularly in the use of the watershed. (Stevenson, 2012: xx).....”

Some examples of how your references should be listed are given at the end of this template in the 'References' section, which will allow you to assemble your reference list according to the correct format and font size.

#### 1.4. Section headings

Section headings should be left justified, bold, with the first letter capitalized and numbered consecutively, starting with the Introduction. Sub-section headings should be in capital and lower-case italic letters, numbered 1.1, 1.2, etc, and left justified, with second and subsequent lines indented.

#### 1.5. File naming and delivery

Please title your manuscript in this order 'ASEANJournalCE\_Title of Manuscript\_DateOfSubmission'. Submit both the source file and the **MS-DOC/MS-DOCX/PDF file** to Submission Online Process.

#### 1.6. Footnotes

**Footnotes on this manuscript is forbidden to be added.** If your manuscript still has footnote on it, please correct your manuscript as soon as possible. And if you not correct your manuscript, your manuscript will be rejected.

### 2. Illustrations

All figures should be numbered with Arabic numerals (1,2,3,...). Every figure should have a caption. All photographs, schemas, graphs and diagrams are to be referred to as figures. Line drawings should be good quality scans or true electronic output. Low-quality scans are not acceptable. Figures must be embedded into the text and not supplied separately. In MS word input the figures must be properly coded. Lettering and symbols should be clearly defined either in the caption or in a legend provided as part of the figure. Figures should be placed at the top or bottom of a page wherever possible, as close as possible to the first reference to them in the paper.

The figure number and caption should be typed below the illustration in 8 pt and centered. If the figures get on other sources, write the name of source below the figures, left justified. The figures on your manuscript must send separately from your manuscript with high resolution. Below is an example which the authors may find useful.

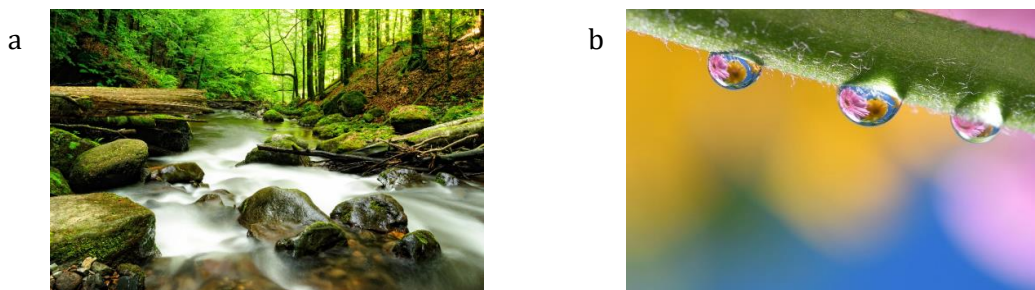


Fig. 1 (a) first picture; (b) second picture  
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### 3. Equations

Equations and formulae in manuscript should be typed in Mathtype, and numbered consecutively with Arabic numerals in parentheses on the right side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

$$\rho = \frac{\bar{E}}{J_c(T = \text{const.}) \cdot \left( P \cdot \left( \frac{\bar{E}}{E_c} \right)^m + (1 - P) \right)} \quad (1)$$

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#### Conclusion

Conclusion of your manuscript is defined what is novelty of your manuscript to knowledge and to fruitfulness of your **community engagement program, benefit for society or community** and **contribution theoretic** from your manuscript.

#### Acknowledgements

Acknowledgements on this manuscript at the end of the manuscript before the references and do not, therefor, include them on the title page or otherwise. List on this tab those individuals or company that provided help during your research. The example of providing your research, e.g., providing language help, writing assistance, data collect, proof reading the article, etc.

#### References

**References of your manuscript must be up to date (in the last of 5 to 10 years and minimum of 20 references that most of the references is from journal) and your reference can be accessed by anyone.** Format of the references for submitting manuscript on this journal with style of APA, which can be done in MS Word. Reference of your manuscript is **organized alphabetically**. Here are example references format with style of APA:

#### Journal article:

Brennan, M. A., & Israel, G. D. (2008). The power of community. *Community Development*, 39(1), 82-97.

#### Book:

McKibbin, B. (2007). *Deep economy: The wealth of communities and the durable future*. New York: Times Books/Henry Hold and Co.

**Chapter in an edited book:**

Pigg, K. E., & Bradshaw, T. K., (2003). Catalytic community development: A theory of practice for changing rural society. In D. L. Brown & L. E. Swanson (Eds.), *Challenges for rural America in the twenty-first century* (pp. 385-396). University Park, PA: Pennsylvania State University Press.

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U.S. Census Bureau. (2000). *State and Country QuickFacts*. Washington, D.C.: United States Bureau of the Census. Retrieved November 7, 2008, from <http://quickfacts.census.gov/qfd/>