

## **Celt** MANUSCRIPT SUBMISSION GUIDELINES

**Celt** journal (ISSN: 1412-3320 print & 2502-4914 online) is a peer-reviewed journal. It is published twice a year, July and December by the Faculty of Language & Arts, Soegijapranata Catholic University, Semarang, Indonesia. We accept manuscripts on Culture, English Language Teaching and learning, and on pure linguistics and literature.

**Celt** received the nationally re-accreditation status from the Indonesian Directorate General of Higher Education No. 040/P/2014 in February 2014 and is effective until the next five years.

1. File types: The manuscript submitted to **Celt** should be in Microsoft Word program (.doc or .docx).

2. Manuscript types:

We accept research reports, analysis articles, and book reviews. A research report and an analysis paper should be 4,000 – 7,000 words excluding the title, abstract, key words, and references.

Manuscript format:

a. The manuscript should be written in academic English language, typewritten in Goudy Old Style 12 font, single spaced. The margin should use the normal Microsoft Word margin (1 inches left, right, top, and bottom).

b. Titles, abstract, and keywords:

The manuscript (conceptual/ analysis article, research article and book reviews) has to have a title, which should reflect the content of the manuscript and may not exceed a total of 15 words. Underneath the title should be an abstract of approximately 150 – 300 words, which is in English (normal font), followed by an Indonesian abstract underneath (italicized). Three to five key words should be provided also in English (normal font) and Indonesian (italicized).

Organization:

A research report should include Introduction, Literature Review, Methods, Findings, and Conclusion.

A conceptual/ analysis article should include Introduction, Subtopics, and Conclusion.

A book review should include physical features of the books (title, writer, publisher, year of publication, pages, ISBN, and index. The author(s) should include a scanned image of the cover of the book.

c. Author(s) contact details:

Author(s) should provide contact details including full name (with titles), emails, mailing address, and telephone numbers on a separate file for the purpose of anonymous/ blind peer review.

d. Footnote:

In addition to informing who the author(s) of the article is (are), author(s) are advised to use footnotes to add additional information/explanation on a written

text or additional readings to support the text, which may disturb the flow of the article if left inside the original article.

e. Citations and References:

Starting from the re-accredited 2014 version, the **Celt** manuscript conforms to the APA style for citation and references. Please refer to APA Publication Manual for reference, which is available at any website. You may also make use of the in-built APA referencing system used by Microsoft computer programs or see the following for samples:

In-Text Citations:

- Paraphrased content examples

Imber-Black (2009) found that dogs can be a source of therapy for sick people.

In support of the idea that the drug industry do have a relationship to psychiatry, Smith's (2008) research show that pharmacists would do annual workshops with psychiatrist.

- Direct Quotes (under 40 words)

Culture is a "a system of belief" that includes... (Hall, 2005, p.13).

Hall (2005) stated that the "system of belief" in culture is ...

The study showed that research in culture is "a reflection of..." (Smith & Tyler, 2013, para. 8).

On the other hand, Goddard (2014) believes that "the data was unreliable" (Methods section, para. 6).

- Block Quotes (direct quotes over 40 words)

Indent block quotes five spaces or half an inch and do not use quotation marks. Like used in the rest of the paper, APA block quotes should use double spacing. In block quotes, the period goes before the parentheses. This is different from short quotes.

Williamson states that examining the outcome of research as follows:

The research outcome becomes the most important of the data as it shows the effectiveness of the research performance. Data that is collected from interviews are usually coded first to enable some kind of categorization, which later gives researchers the ability to analyze and present as the outcome. (2008, p. 205)

References:

Arthropod. (2004). In *Merriem-Webster's Collegiate Dictionary*. Retrieved from [http://www.crradoreference.com/entry/mwcollegiate/arthropod\\_%C3%A4\\_t hr\\_p%C3%A4d](http://www.crradoreference.com/entry/mwcollegiate/arthropod_%C3%A4_t hr_p%C3%A4d)

Hark, R.B, & Claron, B.P. (2004). Measurement problems and conceptual model of fast-food dieting. In R.B. Hark, B.P. Clarion, & W.A. Thorndike (Eds.), *The Fast-Food Syndrome: Diagnosis, Treatment, and Research* (pp. 139-145). New York, N.Y: Springer.

Imber-Black, E. (2009). Snuggles, my cotherapist, and other animal tales in life and therapy. *Family Process*, 48, 459-461. doi:10.1111/j.1545-5300.2009.01295.x

National Academies (Producer). (2007 June 6). Progress in preventing childhood obesity: How do we measure up? *The Sounds of Science Podcast*. Podcast retrieved from <http://media.nap.edu/podcasts>

Rodman G. (2009). *Mass Media in a Changing World*. New York: McGraw-Hill.

Sagarin, B.J., & Lawler-Sagarin, K.A. (2005). Critically evaluating competing theories: An exercise based on the Kitty Benovese murder. *Teaching of Psychology*, 32 (3), 167-169.

Smith, T. (2008, May 18). Psychiatry link with drug industry. Retrieved November 2, 2013, from *The New York Times*: <http://www.nytimes.com>

f. Graphs and illustrations:

The format of graphs and illustrations should also conform to MLA style. Please send them in a separate file. On the article, put a note on where it should be positioned. If there are technicalities, the editors will communicate further by email.

g. Subject index:

A list of 15-20 words are given at the end of the manuscript (after the references) to be used as subject index for the journal's publication.

3. The author(s) must sign a Publication Declaration statement clarifying that the submitted article is not being considered for publication elsewhere.
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