

Information for Paper Submission

The Editorial Board welcomes articles and research reports that have never been submitted for consideration nor published elsewhere. The writing guidelines are as follows:

1. Manuscript is based on research findings or the equivalence, such as literary analysis, on the topic of language, literature, and culture.
2. Manuscript is written double-spaced in English, in Times New Roman size 11, on 15-20 pages of A4 paper, and with 3 centimeters from all margins.
3. As this journal employs a double blind-review process, please provide information about the author(s)'s name(s), institution(s) or affiliation(s), email address(es), research interests, recent publication(s), and the complete mailing address of the corresponding author on a cover sheet available at <http://kata.petra.ac.id>. Do not write these details in the article.

4. All manuscript should conform to APA Style Manual, and it should follow the journal format below.

[Title] Title Case (Capital and small letters), Size 18, Bold, Left Margin, in 12-15 words
ABSTRACT ALL CAPITAL, SIZE 11, BOLD, LEFT MARGIN
[content] In 100-150 words, size 10, normal, single space, block paragraph, left margin. One paragraph only.
Keywords: Three to six keywords, size 10, normal, left margin

INTRODUCTION ALL CAPITAL, SIZE 11, BOLD, LEFT MARGIN
[content] In block paragraphs, a white space between paragraphs, size 11, double space, in-text citation in APA style, include page number when quoting and paraphrasing a source. Tables and figures are included in the text.
Sample of data or table content: in Times New Roman, size 11, and target words in bold

[HEADING] ALL CAPITAL, SIZE 11, BOLD, LEFT MARGIN

[Sub Heading] Title Case, size 11, bold, left margin

CONCLUSION ALL CAPITAL, SIZE 11, BOLD, LEFT MARGIN

REFERENCES ALL CAPITAL, SIZE 11, BOLD, LEFT MARGIN
[content] In APA style, only list the sources mentioned in the article, size 11, normal, left margin, hanging paragraph by one normal tab.
[page number] bottom right, normal, page number only

5. A sample of format is presented below (taken from *k@ta* vol. 14, no. 2).

Title : **Systemic Strategies to Improve the Readability of the English Version of Indonesian Children Stories**
Abstract : **ABSTRACT**
Block paragraph
Keywords : Keywords (as one word):
Introduction : **INTRODUCTION**
Block paragraph
Heading and Subheading : **METHOD**
Block paragraph
FINDINGS AND DISCUSSION
Text Structure
Block paragraph
Text Texture
Block paragraph
Conclusion : **CONCLUSION**
Block paragraph
References : **REFERENCES**
Halliday, M. A. K. (1994). *An introduction to functional grammar*. London: Edward Arnold.
Martin, J. R., & Rose, D. (2004). *Working with discourse*. London: Continuum.

6. Guidelines to APA Style, which is used for in-text citations and References, is available at <http://www.apastyle.org> . A quick guide is provided below (examples taken from APA Guides and other sources).

	Examples for In-text Citation	In References
A monograph	Critser (2007) noted that ... (p. 5). (Critser, 2007, p. 5).	Critser, G. (2007). <i>Generation Rx: How prescription drugs are altering American lives, minds and bodies</i> . New York: Houghton Mifflin.
A book written by two authors	According to Koukkari and Sothern (2006), (p. 107). (Koukkari & Sothern, 2006, p. 107).	Koukkari, W. L., & Sothern, R. B. (2006). <i>Introducing biological rhythms</i> . New York: Springer.
An article written by more than two authors	As Diessner et al. (2008) advised, (p. 323).	Diessner, R., Solom, R. C., Frost, N. K., Parsons, L., & Davidson, J. (2008). Engagement with beauty: Appreciating natural, artistic, and moral beauty. <i>The Journal of Psychology, 142</i> , 303-329.
A book chapter in an edited book	As Denton (2006) suggested, (pp. 65-66)	Denton, N. A. (2006). Segregation and discrimination in housing. In R. G. Bratt, M. E. Stone, & C. Hartman (Eds.), <i>A right to housing: Foundation of a new social agenda</i> (pp. 61-81). Philadelphia, PA: Temple University Press.
A journal article	Yanovski and Yanovski (2002) reported that "...” (p. 600). (Yanovski & Yanovski, 2002, p. 600)	Yanovski, S. Z., & Yanovski, J. A. (2002). Drug therapy: Obesity. <i>The New England Journal of Medicine, 346</i> , 591-602.
An article from a magazine	McKibben (2007) described as (p. 35). (McKibben, 2007, p. 35).	McKibben, B. (2007, October). Carbon’s new math. <i>National Geographic, 212</i> (4), 32-37.
An article from a newspaper	Svoboda (2008) stated that	Svoboda, E. (2008, October 21). Deep in the rain forest, stalking the next pandemic. <i>The New York Times</i> , p. D5.
Online sources: An article	Hoppin and Taveras (2004) pointed out that “.....” (Weight-Loss Drugs section, para. 6).	Hoppin, A. G., & Taveras, E. M. (2004, June 25). Assessment and management of childhood and adolescent obesity. <i>Clinical Update</i> . Retrieved from http://www.medscape.com/viewarticle/481633
A journal article with DOI	Whitmeyer (2000) mentioned that (p. 534).	Whitmeyer, J. M. (2000). Power through appointment. <i>Social Science Research, 29</i> , 535-555. doi:10.1006/ssre.2000.0680.
A journal article without DOI	Ashe and McCutcheon (2001) studied	Ashe, D. D., & McCutcheon, L. E. (2001). Shyness, loneliness, and attitude toward celebrities. <i>Current Research in Social Psychology, 6</i> , 124-133. Retrieved from http://www.uiowa.edu/~grpproc/crisp/crisp.html

7. Articles not conforming to the journal’s writing format and APA style as explained above will be returned to the author(s) for reformatting. Authors may revise and resend the articles after these are written in the accepted format and style.

8. References must consist of sources cited in the article only. The majority of references should be recently published materials, i.e., in the last ten years, except the literary works or language texts used as the research data.
9. Manuscript on linguistic issues is preferred to include the following discussion in the Introduction without further subheading: the background of the study, a brief review of literature, the research problem, the purpose of the study and the aims of the paper. The paper can then discuss the method of research, the finding(s) and discussion, and conclusion.
10. Manuscript on literary analysis and others may have subheading when necessary.
11. Articles which quote authors or cite articles previously published in *k@ta* journal will be prioritized.
12. Articles will be peer-reviewed, and the Editorial Board reserves the right to edit articles for format consistency without altering the substance.
13. Manuscript should be written in MSWord, saved as a Word Document (2010) file and named as [Author's Last Name-Title]. Send the manuscript and the Cover Sheet as e-mail attachment to:

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14. If the article is accepted for publication, the author will have to fill in and sign the Copyright Transfer Agreement (CTA), and submit the completed agreement as suggested. The CTA form can be downloaded at <http://kata.petra.ac.id>.
15. There is no publication fee.
16. Authors whose articles are published in *k@ta* are entitled to a copy of the current volume and two offprints of the articles which will be sent to the corresponding author.
17. Authors whose articles are rejected will get written notification. The Editorial Board reserves the rights to turn down articles without stating the reasons.

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