TITLE (14 POINT ARIAL, TITLE CASE, 10-15 WORDS )

**(If the authors have Ph.D need prefix Dr. otherwise just write the name) Dr.** **Firstname LASTNAME**

ORCID: xxxx-xxxx-xxx-xxxx

Department of Engineering

Komar University of Science and Technology

Sulaimani, IRAQ

**Firstname LASTNAME**

ORCID: xxxx-xxxx-xxx-xxxx

School of Science

Anadolu University

Eskisehir, TURKEY

**Dr. Firstname LASTNAME**

ORCID: xxxx-xxxx-xxx-xxxx

Faculty of Education and Teacher Training

Universitas Terbuka

Jakarta, INDONESIA

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ABSTRACT (11 POINT ARIAL – BOLD – BLUE, UPPERCASE)

The abstract should be about 150-200 words.  The abstracts of the research papers should include the purpose, methodology, and results while the abstracts of theoretical papers should provide the general framework, special contributions to the literature, and major conclusions.  The abstract should not contain any undefined abbreviations or unspecified references.

Keywords: The manuscript should provide 4-6 keywords which will be used for indexing purposes. The keywords will also help identifying the relevant sub-field of the article within open and distance education.

INTRODUCTION (HEADING 1 – 11 POINT ARIAL – BOLD – BLUE, UPPERCASE)

The review of the literature should be up-to-date, comprehensive and address the need for the manuscript. should be up-to-date, comprehensive and address the need for the manuscript.

Paragraphs should be neither too long nor too short; each paragraph should be longer than a single sentence but no longer than one manuscript page. The manuscript should be prepared according to the Publication Rules of the journal. The style of the text should be 11 Point Adobe Garamond Pro, Black and Regular**.**

All figures should be numbered using Arabic numerals. Figures should always be cited in text in consecutive numerical order. Figure parts should be denoted by lowercase letters. Each figure should have a concise caption describing accurately what the figure depicts. Captions should begin with the term Figure and continue with a figure number. No punctuation should be placed at the end of the caption. The authors should identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption. Figure size should fit the column width of the journal.

**xxxxxxx**

**Functionality**

**Usability**

**Dependability**

**Performance**

**Availability**

**Figure 1**. (11 Point Adobe Garamond Pro, Black and Regular)

Title of the figure should be 9 Point Myriad pro, Regular and sentence case)

(Optional subtitle) PURPOSE OF THE STUDY (HEADING 1 – 11 POINT ARIAL – BOLD – BLUE, UPPERCASE)

The purpose of the study should be clearly stated, the gap in the literature should be well-established, and research questions should be generated accordingly.

Descriptive studies may not include “Methods” and “Findings” sections mentioned below.

METHOD (HEADING 1 – 11 POINT ARIAL – BOLD – BLUE, UPPERCASE)

The research design should be clearly described and appropriate for the purpose of the study.

Participants (Heading 2 – 11 Point Arial, Bold and Red, Capitalize Each Word Except Articles and Conjunctions)

The Sample, their characteristics and their selection methods should be described in detail and justified.

Data Collection and Analysis (Heading 2 – 11 Point Arial, Bold and Red, Capitalize Each Word Except Articles and Conjunctions)

Data collection and analysis procedures should be clearly explained with a reference to the role and competency of the researcher(s).

The Scale (Heading 3 – 11 Point Arial, Bold, Green, Capitalize Each Word)

The validity and reliability processes in data collection and analyses should be described sufficiently.

FINDINGS (HEADING 1 – 11 POINT ARIAL – BOLD – BLUE, UPPERCASE)

Findings should respond to the purpose of the study and be presented systematically. They should be supported with sufficient and relevant quotations, examples, tables and diagrams. Findings should be discussed with a reference to relevant and recent literature.

**Table 1.** (11 Point Adobe Garamond Pro, Black and Regular)

Title of the table should be 9 Point Myriad Pro, Regular and sentence case

|  |  |  |  |
| --- | --- | --- | --- |
|  Variables | yyyy | yyyy | yyyy |
| xxxx xxxx |  | .327\*\* | .028 |
| .327\*\* |  | .147\* |
| xxxxxx | .028 | .147\* |  |

*Note. \*p<.05, \*\*p<.01*

Table must be centered. First, table number should be written, and then the title of table should be writen below using 11 Point Adobe Garamond Pro, black and Regular style.

**Table 2.** (11 Point Adobe Garamond Pro, Black and Regular)

Title of the table should be 9 Point Myriad Pro, Regular and sentence case

|  |  |  |  |
| --- | --- | --- | --- |
| Variables | N |  | SD |
| xxxxxxxxxyyyyyyyyyyyyyyyy | 297 | 32.31 | 11.02 |
| 297 | 30.36 | 3.86 |
| xxxxxxxxxxvvvvvvv | 297 | 36.62 | 5.31 |

DISCUSSIONS and CONCLUSION (HEADING 1 – 11 POINT ARIAL – BOLD – BLUE)

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**Acknowledgements:** Acknowledgements of persons, grants, funds, institutions etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full.

**BIODATA and CONTACT ADDRESSES of AUTHOR**

|  |  |
| --- | --- |
|  | **Dr. Dilan AHMED** is a faculty member of the Komar University of Science and Technology. He graduated from the Salahaddin University College of Scince, Departmentof Mathematics in 2006. Then he received his master’s and PhD degrees in Mathematics from Sulaimani University. He carried out his academic studies on functional analysis and matrix analysis. His research interest is operator theory, functional analysis, matrix iteration and analysis dynamical system. |
| Firstname LASTNAMEDepartment of Engineering Address: Komar University of Science and Technology, Sulaimani, IRAQPhone: +964 771 9497315 ext: 2678E-mail: dilan.faraidoon@komar.edu.iq |

|  |  |
| --- | --- |
| person icon - EIT RawMaterials | **Firstname LASTNAME** is a PhD candidate Open and Distance Education at Open Education Faculty, Anadolu University. His academic interest areas are digital transformation, education computing network, digital data, technology, open and distance learning, e-learning, teaching and learning, technology education. He has 2 journal articles published; 4 international conference papers submitted to international meetings. Since 2008, the Republic of Turkey Ministry of Education is working in affiliation. He is currently teaching Mathematics. |
| Firstname LASTNAMEDepartment of Distance Education, Graduate School of Social SciencesAddress: Anadolu University, Eskisehir, TURKEYPhone: +90 545454582E-mail: eminozen@anadolu.edu.tr |

|  |  |
| --- | --- |
| person icon - EIT RawMaterials | **Dr. Firstname LASTNAME** M.Sc., is an Associate Professor of Faculty of Education and Teacher Training Universitas Terbuka Indonesia, Jakarta. Dr. Firstname LASTNAME her Ph.D. in Educational Management at Maret, 2005. His academicinterest areas are education management, economic education, financial management and open and distance learning. She has 4 journal articles published in international indexes, 1 international book chapters and other national and international articles,papers submitted to international meetings. |
| Firstname LASTNAME Faculty of Education and Teacher TrainingAddress: Jalan Cabe Raya, Pondok Cabe, Pamulang, Tangerang Selatan 15437, Jakarta, INDONESIAPhone: +6 3354454541,E-mail: riens@ecampus.ut.ac.id |

REFERENCES - (HEADING 1 – 11 POINT ARIAL – BOLD – BLUE, UPPERCASE)

All submitted manuscripts must use the 6th edition of the Publication Manual of the American Psychological Association (APA) for both in-text and end-of-text references (See<http://www.apastyle.org/> or <https://owl.english.purdue.edu/owl/resource/560/01/>).

EXAMPLES OF REFERENCES

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