

ARTICLE TITLE (ALL CAPS, 14-POINT FONT, BOLDFACE, CENTERED, MAXIMUM 16 WORDS)

Abstract

Article Title. Abstract should be written using Times New Roman font, size 10pt, not-italics, right justify, and one paragraph-unstructured with single spacing, completed with English title written in bold at the beginning of the English abstract. The Abstract should be “short and sweet”. It should be around 100–250 words. Abbreviations or references within the Abstract should not be used. The Abstract should include background, case illustration, and conclusion. Background includes an introduction about why this case is important and needs to be reported. Please include information on whether this is the first report of this kind in the literature. Case illustration includes brief details of what the patient(s) presented with, including the patient’s age, sex and ethnic background. Conclusions is a brief conclusion of what the reader should learn from the case report and what the clinical impact will be. Is it an original case report of interest to a particular clinical specialty of nursing or will it have a broader clinical impact across nursing? Are any teaching points identified?.

Keywords: This section consists of three to six keywords/phrases representing the main content of the article. It is important for indexing the manuscript and easy online retrieval. It is written in English, alphabetical order (10-point font), and gives commas between words/phrases.

Introduction (14 point font, boldface, cap in the first letter of headings)

The manuscript is written with Times New Roman font size 12pt, single-spaced, left and right justified, on one-sided pages, paper in one column and on A4 paper (210 mm x 297 mm) with the upper margin of 3.5 cm, lower 2.5 cm, left and right each 2 cm. The manuscript including the graphic contents and tables should be around 3500–4500 words (exclude references). If it far exceeds the prescribed length, it is recommended to break it into two separate manuscripts. Standard English grammar must be observed. The title of the article should be brief and informative and it should not exceed 16 words. The keywords are written after the abstract.

The title should contain the main keyword and do not use abbreviations, numbering around 16 words. Authors need to write a short title and it is also desirable to be written as a page header on each journal page. Authors should not just write words such as study/ relationship/ influence in the title because the title should indicate the results of the study, for example, "Reduction of blood sugar through exercises diabetes in the elderly".

The information about the author(s) such as full name (without academic title), affiliates, and address are written on the separate file (title page). Affiliates and address of the authors. Give the number according to the name of the author, for example 1. Department of Maternal and Women’s Health Nursing, Faculty of Nursing, Universitas Indonesia, Prof. Dr. Bahder Djohan Street, Depok, West Java – 16424. Correspondence address is email address of the one of the authors, for example anandita12@ui.ac.id.

The use of abbreviations is permitted, but the abbreviation must be written in full and complete when it is mentioned for the first time and it should be written between parentheses. Terms/Foreign words or regional words should be written in italics. Notations should be brief and clear and written according to the standardized writing style. Symbols/signs should be clear and distinguishable, such as the use of number 1 and letter l (also number 0 and letter O). Avoid using parentheses to clarify or explain a definition. The organization of the manuscript includes **Introduction, Case**

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Illustration, Discussion, Conclusions, and References. Acknowledgement (if any) is written after **Conclusion** and before **References** and narratively, not numbered. The use of subheadings is discouraged. Between paragraphs, the distance is one space. Footnote is avoided.

This manuscript uses *American Psychological Association (APA)* manual style as citation. When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text, for example, (Jones, 1998), and a complete reference should appear in the reference list at the end of the paper. Citation can be put at the beginning of the sentence, for example Johnson (2005) states that ... or the source put at the end of a sentence for examples ... (Purwanto, 2004). See the complete format on this link <https://owl.english.purdue.edu/owl/resource/560/02/>

The Introduction or Background section should explain the background of the case, including the disorder or nursing problems, usual presentation and progression, and an explanation of the presentation if it is a new disease or disorder. If it is a case discussing an adverse intervention the Introduction should give details of intervention's common use and any previously reported side effects. It should also include a brief literature review. This should introduce the case report from the standpoint of those without specialist knowledge in the area, clearly explaining the background of the topic. It should end with a very brief statement of what is being reported in the article.

The Introduction should be in brief, stating the purpose of the study. Provide background that puts the manuscript into context and allows readers outside the field to understand the significance of the study. Define the problem addressed and why it is important and include a brief review of the key literature. Note any relevant controversies or disagreements in the field. Conclude with a statement of the aim of the work and a comment stating whether that aim was achieved.

Case Illustration

This should present all relevant details concerning the case. This section can be divided into separate sections presented with appropriate subheading, such as history and presenting conditions, intervention, outcome, etc. This should provide concerned details of the case with relevant demographic information of the patient concealing their identification (without adding any details that could lead to the identification of the patient), medical history, observed symptoms and describe any tests or treatments done on the patient. If it is a case series, then details must be included for all patients. Discuss the significance and rarity of findings with referencing the previous studies.

If it is need to present table(s) and or image(s), some rules should be followed. Table only uses 3 (three) row lines (do not use a column line), the line heading, and the end of the table (see example). Table is written with Times New Roman size 10-pt and placed within a single space below the title table. Table titles is written with font size 11-point, capital letters at the beginning of the word and placed on the table with the format as shown in the examples that do not use the column lines.

Numbering tables are using Arabic numerals. The distance between the table and the paragraph is a single space. The table framework is using lines size 1 pt. If the table has many columns, it can use one column format at half or full page. If the title in each table column is long and complex, the

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columns are numbered and its description given at the bottom of the table. The table is placed in the highest or the very bottom of each page and do not flanked by sentences. Avoid interrupting the table by page.

Images are using a single space of a paragraph. If the size of the image passes through the column width then the image can be placed with a single column format. Pictures are numbered and sorted by Arabic numerals. Captions placed below the image and within one single space of the image. Captions are written by using 10pt font size, bold, capital letters at the beginning of the word, and placed as in the example. The distance between the captions and paragraphs are two single spaced.

Images which have been published by other authors should obtain written permission from the author and publisher. Include a printed image with good quality in a full page or scanned with a good resolution in the format {file name}.jpeg or {file name}. tiff. When the images are in the photograph format, include the original photographs. The image will be printed in black and white, unless it needs to be shown in color. The author will be charged extra for color print if more than one page. The font used in the picture or graphic should be commonly owned by each word processor and the operating system such as Symbol, Times New Roman, and Arial with size not less than 9-pt. Image files which are from applications such as Corel Draw, Adobe Illustrator and Aldus Freehand can give better results and can be reduced without changing the resolution.

Table and image are not integrated with the contents of the manuscript, put after reference or at the end of the manuscript.

Discussion

The discussion section should contain major interpretations from the findings and results in comparison to past studies. The significance of the findings and case presentation should be emphasized in this section against previous findings in the subject area.

This section should evaluate the patient case for accuracy, validity, and uniqueness and compare or contrast the case report with the published literature. The authors should briefly summarize the published literature with contemporary references.

Conclusion

The Conclusion section is written in narrative form. This section should conclude the Case reports and how it adds value to the available information. Explain the relevance and significance of their findings to the respective field in a summary briefly. This section is not allowed to write other authors' work, as well as information or new terms in the previous section did not exist. Recommendation for further study can be written in this section.

Acknowledgements (if any)

Acknowledgement is given to the funding sources of study (donor agency, the contract number, the year of acceptance) and those who support that funding. The names of those who support or assist

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the study are written clearly. Names that have been mentioned as the authors of the manuscripts are not allowed here.

References

Use the most updated references in the last 10 years. Reference is written with Times New Roman font size 11 pt, single space, the distance between the references one enter. The references use the hanging, which is on the second line indented as much as 0.25", right justified. The references only contain articles that have been published, and selected the most relevant to the manuscript. It prefers primary references. The references format follows the "name-years" citation style (APA style 7th edition). All sources in the reference must be referenced in the manuscript and what was in the manuscript should be in this reference. The author should write the family/last name of sources author and year of publication in parentheses use, for example (Potter & Perry, 2006) or Potter and Perry (2006). Write the first author's name and "et al.", if there are three or more authors.

Examples:

Journal

Author, A.A., Author, B.B., & Author, C.C. (year). Article title: Sub-title. *Journal Title*, volume (issue number), page numbers.
Wu, S.F.V., Courtney, M., Edward, H., McDowell, J., Shortridge-Baggett, L.M., & Chang, P.J. (2007). Self-efficacy, outcome expectation, and self-care behavior in people with type diabetes in Taiwan. *Journal of Clinical Nursing*, 16 (11), 250–257.

References with two or more authors (up to 20 authors) write all author's names. If an article has 21 authors or more, list the first 19 authors, then insert an ellipsis (...) and then the last name and first initials of the last author. Example:

Wolchik, S.A., West, S.G., Sandler, I.N., Tein, J., Coatsworth, D., Lengua, L., Johnson, A., Ito, H., Ramirez, J., Jones, H., Anderson, P., Winkle, S., Short, A., Bergen, W., Wentworth, J., Ramos, P., Woo, L., Martin, B., Josephs, M., ... Brown, Z. (2005). *Study of the brain*. *Psychology Journal*, 32 (1), 1–15. doi: 10.1037/1061-4087.45.1.11.

Conference Proceeding

Schnase, J.L., & Cunnius, E.L. (Eds.). (1995). *Proceedings from CSCL '95: The First International Conference on Computer Support for Collaborative Learning*. Erlbaum.

Newspaper (no author's name)

Generic Prozac debuts. (2001, August 3). *The Washington Post*, pp. E1, E4.

It's subpoena time. (2007, June 8). *New York Times*. <https://www.nytimes.com/2007/06/08/opinion/08fri1.html>

Book

Author, A.A. (Year). *Source title: Capital letter in the beginning of the subtitle*. Publisher.

Peterson, S.J., & Bredow, T.S. (2004). *Middle range theories: Application to nursing research*. Lippincott Williams & Wilkins.

Book chapter

Author, A.A. (Year). Chapter title: Capital letter in the beginning of the subtitle. In Initial, Surname (Author's name/book editor) (eds), *Book title*. Publisher.

Hybron, D.M. (2008). Philosophy and the science of subjective well-being. In M. Eid & R.J. Larsen (Eds.), *The science of subjective well-being* (pp.17–43). Guilford Press.

Translated book

Ganong, W.F. (2008). *Fisiologi kedokteran* (Ed ke-22). (Petrus A., trans). McGraw Hill Medical. (Original book published 2005).

Thesis/Dissertation

If available in the *database*

Rockey, R. (2008). An observational study of pre-service teachers' classroom management strategies (Publication No. 3303545) [Doctoral dissertation, Indiana University of Pennsylvania]. ProQuest Dissertations and Theses Global.

Gerena, C. (2015). Positive thinking in dance: The benefits of positive self-talk practice in conjunction with somatic exercises for collegiate dancers [Master's thesis, University of California Irvine]. University of California, Scholarship. <https://escholarship.org/uc/item/1t39b6g3>

If not published

Last-name, A.A. (year). *Dissertation/thesis title*. (Unpublished doctoral dissertation/master thesis). Institution Name, Location.

Considine, M. (1986). *Australian insurance politics in the 1970s: Two case studies*. (Unpublished doctoral dissertation). University of Melbourne, Melbourne, Australia.

Database Article

Author, A.A., Author, B.B., & Author, C.C. (Year pub). Title of article. *Title of Journal*, Volume (Issue), pp–pp. doi: xx.xxxxxxxx [OR] Retrieved from URL of publication's home page

Borman, W.C., Hanson, M.A., Oppler, S.H., Pulakos, E.D., & White, L.A. (1993). Role of early supervisory experience in supervisor performance. *Journal of Applied Psychology*, 78 (8), 443–449. Retrieved from <http://www.eric.com/jdlsiejls/supervisor/early937d>

Database article with DOI (Digital Object Identifier)

Brownlie, D. (2007). Toward effective poster presentations: An annotated bibliography. *European Journal of Marketing*, 41 (11/12), 1245–1283. doi: 10.1108/03090560710821161.

Other online source

Author, A.A. (year). Title of source. Retrieved from URL of publication's home page

Article from website

Exploring Linguistics. (1999, August 9). Retrieved from <http://logos.uoregon.edu/explore/orthography/chinese.html#tsang>

Online article

Becker, E. (2001, August 27). Prairie farmers reap conservation's rewards. *The New York Times*, pp. 12–90. Retrieved from <http://www.nytimes.com>

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Appendices

Appendices are only used when absolutely necessary, placed after the references. If there is more than one attachment/appendix then sorted alphabetically.

Here is an example of a table

Table 1. The Characteristics of the Respondents (capital letters at the beginning of the word 11 pt, left justify)

Client's Initial	Age	Major Problem
Mr. BN	56	Aggressiveness
Mr. MA	40	Withdrawal
Mr. AS	45	Swing Mood

*table footnotes (if necessary)

Here is an example of an image

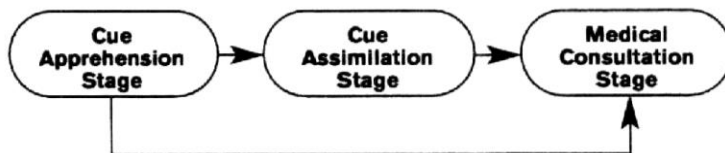


Figure 1. The Process of Cardiac Sensitivity Cues (Capital Letters in the Beginning of the Words, 11pt)