

## AUTHOR GUIDELINES

1. Manuscripts written for Probono and Community Service Journal (PCSJ) which includes concerns on disseminating of community engagement results, and discussing some contemporary methods and techniques on empowering community in law approach. PCSJ published articles both Bahasa Indonesia and English, in online. Focus and Scope PCSJ focuses on any law issues on community engagement. The topic are, but not limited to, Law and Community Empowerment, Law and Society, Legal Services, and Legal Aid.
2. Manuscript is written in Indonesia or English. The writing system for research outcome is title, name of the writer, abstract with key words, Introduction, methods, Result and discussion, conclusion, and reference.
3. Manuscript is typed using Microsoft Word program on HVS Kuarto paper around 5000-7000 words, Times New Roman size 12 pts and 1 space.
4. Manuscript is to be submitted directly to the [jurnalnuranihk@untirta.ac.id](mailto:jurnalnuranihk@untirta.ac.id) or by creating user account as an author in [Probono and Community Service Journal \(untirta.ac.id\)](http://untirta.ac.id).
5. Title of the article cannot exceed 15 words. The title is typed in capital letters at the beginning of each word. letter in the center, size 13 pts and 1 space.
6. The name of the author is written without any academic degree, followed by the name of author's institution, located under the title of the article. In case manuscript written by the team, the editor is only in contact with the main author or the first mentioned author. The main author must include his/her correspondence address or e-mail.
7. The abstract and keywords must be written in English and Indonesian. The length of each abstract is around 100-200 words, while the limit of key words is 3-5 words. The abstract, at the least, must contain the aim, method, and result of the research
8. Tables and figures must have titles and have a clear number and sources, and be typed in single space. In case of pictures or figures, it is better to attach the white-black format.
9. The list of references only contains referred sources, and all referred sources must be mentioned on the list. Reference sources consist of, at the least, 80% printed literature published in the last 10 years. The reference sources in the form of research articles in a journal or in a research report (including undergraduate theses, master theses, dissertations, books, and other relevant publications).

10. All reference mentioned should be written down in reference using Chicago Manual of Style 17th Edition style and arranged from A to Z.
11. Check each referred article for accuracy and make sure every quoted work in the article is written in Bibliography and References. Works that are not cited but mentioned in the Bibliography or References will be omitted by the editor.
12. All manuscripts are anonymously reviewed by reviewers appointed by the editor according to their expertise. The author is given a chance to revise the manuscript based on the reviewer's or the editor's recommendation/advice. The decision of publication or rejection will be informed through the author's email address.
13. The editor has the right to modify and correct the spelling, writing, and grammar of the published manuscript.
14. Everything related to citing permission or computer software usage in writing the manuscript or any other things related to copyright done by the author, along with all its legal consequences, becomes the author's full responsibility.



# Pro Bono and Community Service Journal

Jurnal Hukum Pengabdian Kepada Masyarakat  
Fakultas Hukum Universitas Sultan Ageng Tirtayasa

## REVIWER ACKNOWLEDGMENT PROBONO AND COMMUNITY SERVICE JOURNAL P-ISSN: 2985-8381 | E-ISSN: 2985-489X

The Editors of ProBono and Community Service Journal would like to thank all of our reviewers, both internal and external, also our editorial board members who have contributed to the journal in Vol. 2 No. 1 May 2023 and whose valuable support is fundamental to the success of the journal.

Editorial Team,  
ProBono and Community Service Journal  
E-mail: [probono@untirta.ac.id](mailto:probono@untirta.ac.id)

**E-ISSN: 2985-489X**  
**P-ISSN: 2985-8381**

**FAKULTAS HUKUM  
UNIVERSITAS SULTAN AGENG TIRTAYASA**