الأفكار : مجلة الدراسات الاسلامية

al-Afkar

Journal For Islamic Studies

al-Afkar, Journal for Islamic Studies
Asosiasi Dosen DPK UIN Sunan Gunung Djati Bandung

INSTRUCTIONS FOR AUTHORS
(Article Preparation & Submission Guide)

al-Afkar, Journal for Islamic Studies Published 2 (two) times annually, on June and December. Each of the issue has 10 articles both on review and research article. al-Afkar, Journal for Islamic Studies published in Bahasa Indonesia, but English-written articles are also welcomed.

Please read The **al-Afkar, Journal for Islamic Studies** guidelines and follow these instructions carefully. Articles that not fulfill the instructions will be returned for revision without review. The Editorial Board reserves the right to return articles that are not prepared in accordance with these guidelines.

ARTICLE PREPARATION

Article Types
al-Afkar, Journal for Islamic Studies accepts submission for the following types:

1. Conceptual Article
The contents in a conceptual framework are poured into a systematic writing that is essentially a discussion of writing on the subject matter. Conceptual article is critical evaluation of materials about current research that has already been published by organizing, integrating, and evaluating previously published materials. It summarizes the status of knowledge and outline future directions of research within the journal scope. It aims to provide systemic overviews, evaluations and interpretations of research in a given field. The Article title must start with "Review Article:". Note: The articles is about 7-10 pages, include appropriate figures and/or tables, and an abstract of 100–200 words.

The elements that must be met in writing the conceptual article are: (1). Title, (2). Author's name, (3). Abstract (Indonesian and English) and keywords, (4). Introduction, (5). Analysis and discussion, (6). Conclusion, (7). Bibliography

2. Research Article
Regular articles are full-length original empirical investigations and research, consisting of introduction, materials and methods, results and discussion, conclusions. Original work must provide references and an explanation on research findings that contain new and significant findings. Note: The article should in 6 and 12 journal pages (excluding

the abstract, references, tables and/or figures), a maximum of 20 references, and an abstract of 100–200 words.

The elements of article writing research results are: (1). Title, (2). Author's name, (3). Abstract (Indonesian and English) and keywords, (4). Introduction, (5). Research Methods, (6). Result of research, (7). Discussion, (8). Conclusions and suggestions, (9). Bibliography.

ARTICLE FORMAT

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

- The submission has not been previously published
- Number of Articles of Conceptual Articles 20-25 pages, Research Articles 35 - 40 pages (not including bibliography);
- The submission file is Microsoft Word, or RTF document file format.
- Use single space, Font Times New Roman 12, and the loading of tables and graphs should be accompanied by source and numbering;
- Footnote excerpt technique (footnotes) using a customized Turabian Style format.
- Authors are strongly advised to use a reference application such as Mendeley to uniform citation format

TITLE OF ARTICLE: WRITE A SENTENCE THAT DESCRIBES THE SUBSTANCE OF THE ARTICLE; MAXIMUM 10 WORDS; USE LEFT ALIGNMENT; USE TIMES NEW ROMAN 12 BOLD; USE CAPITAL LETTERS

First Author
Full institution address or place of the research, including country
Email: use Times New Roman 11, left aligment.

Second Author
Full institution address or place of the research, including country
Email: use Times New Roman 11, left aligment.

ABSTRACT
Write abstract in English or Indonesia. Use Times New Roman 11 for body of the abstract with one spacing between lines, justified, consists of 200 words. Inform; the issue, purpose (contains objectives of the research), method (delivers data collection of the research), results of the research (refers to collected data as an effort to answer research question), impact and conclusion (summary of the finding and the result of the research).

Keywords: use Times New Roman 11, write 3-5 words concepts are core/essential/ fundamental from the article, arranged alphabetically.

INTRODUCTION

Introduction should be started without indention using Times New Roman 12 bolded capital letters. Subheading is limited by two spaces within body of article. Please make the page setting of your word processor to A4 format (8.27x 11.69 inches); with the margins: bottom 3 cm (1.18 in) and top 3 cm (1.18 in), left 3 cm (1.18 in) and right 2.5 cm (1.47 in). For the body of the paper, please use Times New Roman 12, single spacing.

In introduction inform the problem of study, use theories. The contents of the paper should be in the following: (1) title of paper, (2) author names and address, (3) abstract, (4) keywords, (5) introduction, (6) discussion and analysis, (7) conclusion, (8) acknowledgement (if any), (9) bibliography.

Do not number your paper. All text, figures and tables must be in English for English article, and must be in Arabic for Arabic article. Should always be written in with the fonts Times New Roman 12, especially also in the figures and tables. The length of article is 3,500 -5,000 words including all pictures, tables, nomenclature, references, etc.

METHOD

Method consists of description of research type, data collection, data source, data type, and data analysis. It is written in a paragraph form.

RESULTS AND DISCUSSION

Findings (can be in form of subheading)

Inform a number of important data (original) field which obtained from the questionnaires, surveys, documents, interviews, observations and other data collection techniques. It can be completed with table or graphic to clarify the result.

All figures and tables should be centered and numbered consecutively. Tables (refer with: Table 1, Table 2,…) should be presented above the table contain in center alignment. A descriptive title should be placed after table title (refer with: Table 1, table 2,…) above each table. The source of the table should be placed below the table in right alignment. Example:

Table 1. Summary of Islamic Education Student

No.	Name	Male/Female	Rate
1	Aisyah	Female	Beginner
2	Ahmad	Male	Advance

Source: Islamic Students Book of MTS Al-Durasah

Analysis

Presenting the data that has been interpreted and analyzed by a specific technique and has been processed by the specific theory (also from researcher idea). Citations in Text use APA style sixt edition using manager reference (mendeley/zotero/endnote).

CONCLUSION
Write succinctly and clearly the result of research then describe the logical consequence in developing science and praxis of Islamic education. (Conclusion is not indented and uses bolded Times New Roman 12).

ACKNOWLEDGMENT
It is used as a thanking expression from authors to official institution or persons that act as a donor, or contribute in the research. It is completed by research letter of contract. Example: this research is supported by Ministry of Religious Affair through scheme of Research Excellence grant year 2017 number PUIK-2017-123.

BIBLIOGRAPHY
Write a number of references that are cited and really written/quoted in the text from primary sources, (80% taken from scholarly journals, 20% other supporting sources). Please use APA style sixth edition, for example:

Books
Edited Book with an Author or Authors, example:
Tan, C. (2011). Islamic Education and Indoctrination The Case in Indonesia. New York: Routledge.

A translation, example:
Gardner, R., dan Cowell, N. (1995). TeknikMengembangkan Guru danSiswa; BukuPanduanuntukPemilikSekolahDasar. Jakarta: Grasindo. Penerjemah: Setyani D. Sjah.

Articles in Periodicals, example:
Nasr, S. V. R. (2005). The Rise of Muslim Democracy. Journal of Democracy 2, 40-60.

Electronic Sources (Web Publications), example:
Thomson, A. (1998). The Adult and The Curriculum. Retrieved from http://www.uiuc.edu/ SPS/FES-Yearbook/1998/thomson.hotmail-2012-February 15th

Other Print Sources

Dissertation/Thesis, unpublished
Chaerul, Wahidin., (1999). PembaruanPendidikan Islam. Dissertation, unpublished. UIN Jakarta

GENERAL GUIDELINES

Abbreviations: Define alphabetically, other than abbreviations that can be used without definition. Words or phrases that are abbreviated in the introduction and following text should be written out in full the first time that they appear in the text, with each abbreviated form in parenthesis. Include the common name or scientific name, or both, of

animal and plant materials.

Authors' Affiliation: The primary affiliation for each author should be the institution where the majority of their work was done. If an author has subsequently moved to another institution, the current address may also be stated in the footer.

Co-Authors: The commonly accepted guideline for authorship is that one must have substantially contributed to the development of the paper and share accountability for the results. Researchers should decide who will be an author and what order they will be listed depending upon their order of importance to the study. Other contributions should be cited in the Article's Acknowledgements.

Copyright: Authors publishing the Journal will be asked to sign a copyright form. In signing the form, it is assumed that authors have obtained permission to use any copyrighted or previously published material. All authors must read and agree to the conditions outlined in the form, and must sign the form or agree that the corresponding author can sign on their behalf. Articles cannot be published until a signed form (original pen-to-paper signature) has been received.

Copyright Permissions: Authors should seek necessary permissions for quotations, artwork, boxes or tables taken from other publications or from other freely available sources on the Internet before submission to Al-Afkar Journal . Acknowledgement must be given to the original source in the illustration legend, in a table footnote, or at the end of the quotation.

Footnotes: Current addresses of authors if different from heading may be inserted here.

Page Numbering: Every page of the Article, including the title page, references, tables, etc. should be numbered.

Spelling: The journal uses American or British spelling in English and authors may follow the latest edition of the Oxford Advanced Learner's Dictionary for British spellings.

SUBMISSION OF ARTICLES

Submission recived electronically using the online submission system or by emailing to alafkarjurnal@gmail.com. and cc. to ibnurs@gmail.com. For more information, go to our web page http://jurnal.faiunwir.ac.id and click "Register". Submission Checklist