**TITLE OF ARTICLE: DESCRIBING THE CONTENT OF THE ARTICLE; MAXIMUM 10 WORDS; USE LEFT ALIGNMENT; USE FONT BOOKMAN OLD STYLE, SIZE 12, BOLD; WRITE IN CAPITAL LETTERS**

**First Author**

Full institution’s address or setting of the research, including the country

Email: use Bookman Old Style 11, left alignment

**Second Author**

Full institution’s address or setting of the research, including the country

Email: use Bookman Old Style 11, left alignment.

**ABSTRACT**

Write abstract in Bahasa Indonesia/ English/Arabic. Use font Bookman Old Style, size 11 for body of the abstract with one spacing between lines, justified, consists of 400 words. Content; the issue, objectives of the research, research method, research results (refers to collected data as an effort to answer research question), impact and conclusion (summary of the finding and research result).

Keywords: use Bookman Old Style size 11, contain 3-5 words that represent the concepts of the article, arranged alphabetically.

**INTRODUCTION**

Introduction should be started without indention, using font Bookman Old Style, size 12, bold. Subheading is typed by two spaces within body of article. The paper use 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 Bookman Old Style size 12, single spacing.

Introduction consists of the problem of study and the theoretical background. The content 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. Tables and title of the figures fare also written in Bookman Old Style, size 12. 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)**

Explain the data which are obtained from the questionnaires, surveys, documents, interviews, observations or 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. Title of the tables (refer with: Table 1, Table 2,…) and its description should be presented above the table, and written in center alignment. 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. | Aila | Female | Beginner  |
| 2 | Adi | Male  | Advance  |

Source: Islamic Students Book of MTS Al-Muddatsir

Figures (refer with: Figure 1, Figure 2,…) should be presented below each figures and followed by the description of the figure.

Figure 1. The Rectangle Picture

Equations (refer with: Eq.1, Eq.2,…) should be presented in the right side of the equation and in the bracket (Eq.1). There should be one line of space above the equation and one line of space below it before the text continues. Example:

C2 = a2 + b2 (1)

**Analysis**

Presenting the data that has been interpreted and analyzed by a specific technique and has been explained by referring to theories (as well as from researcher’s idea). Citations in Text use APA style sixth edition using manager reference (Mendeley/Zotero/endnote).

**CONCLUSION**

Write a clearly summary of the research, then describe the contribution of the research given to Islamic education. (Conclusion is not indented and uses bolded Bookman Old Style 12).

**REFERENCES**

Write the references that are cited and quoted in the text (the references must be 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). *Teknik Mengembangkan Guru dan Siswa; Buku Panduan untuk Pemilik Sekolah Dasar.* 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). *Pembaruan Pendidikan Islam.* Dissertation, unpublished. UIN Jakarta

**Manuscript Content**

**Transliteration.** Transliteration of Arabic to Latin refers to the model of the *Library of Congress.* Here is the guideline:

**TRANSLITERATION GUIDELINES**

Arabic-Latin transliteration based on the *Library of Congress* model;

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| b | = | ب |  | dh | = | ذ |  | ṭ | = | ط |  | l | = | ل |
| t | = | ت |  | r | = | ر |  | ẓ | = | ظ |  | m | = | م |
| th | = | ث |  | z | = | ز |  | ‘ | = | ع |  | n | = | ن |
| j | = | ج |  | s | = | س |  | gh | = | غ |  | w | = | و |
| ḥ | = | ح |  | sh | = | ش |  | f | = | ف |  | h | = | ه |
| kh | = | خ |  | ṣ | = | ص |  | q | = | ق |  | ‘ | = | ء |
| d | = | د |  | ḍ | = | ض |  | k | = | ك |  | y | = | ي |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Short vowel | a | = | \_\_\_َ | ; |  | I | = | ــِـ |  | u | = | ـــُ |
| Long vowel | ā | = | ـَا | ; |  | Ī | = | ـِـى |  | ū | = | ــُـو |
| Diphthong | ay | = | أيّ | ; |  | Aw | = | ـَـو |

Note:

1. A word that ends with a *ta marbūthah* (ــة) is transliterated with or without “h”; if the word is the first part of a construct phrase, the *ta marbūthah* is transliterated into “t”.
2. An article *alif-lām* (ال) is transliterated into*al-;* if it takes place after a preposition, the article *alif-lām* is transliterated into*l-.*
3. A Qur’anic verse is transliterated according to its pronunciation.

Example:

1. Arabic word in general:

أهلية = *Ahliyyah* atau*ahliyya*

سورةالبقرة = *Sūrat al-Baqarah*

أهلالسنةوالجماعة =*Ahl as-sunnah wa ́l-jamā‘ah*

1. Qur’anic verses:

ياأيهاالناس = *Yā ayyuha ́n-nās*

ذلكالكتابلاريبفيه = *Dhālika ́l-kitābu lāraiba fīh*