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Manuscript Format

Articles submitted should normally be between 6,000 and 8,000 words in length, including references. Manuscripts should be prepared in a Word file on A4 paper, with high resolution required. The margins should be 1.5 cm at the top and bottom, and 2.5 cm on the left and right. Articles intended for publication must be written in English. Abstracts should be provided in both English and Indonesian; for foreign articles, only an English abstract is required. The manuscript must pass a plagiarism check with a maximum allowable similarity of 20%. Additionally, the manuscript should be written according to our template.

Manuscript Template

TITLE WRITTEN IN CAPITAL LETTERS (Cambria 14pt, bold)

Subtitle Written in Sentence Case (Cambria 12pt, bold)

The title should be 10 to 15 words

Author 1 Without Title (Cambria 14pt, bold)

Institution Affiliation, Institution Address, Country **(Cambria 12pt)**

Author's Email **(Cambria 10pt)**

Author 2 Without Title (Cambria 14pt, bold)

Institution Affiliation, Institution Address, Country **(Cambria 12pt)**

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Abstract (English, Cambria 12pt, bold)

Abstract is written concisely that includes the purpose of research, research position, methodology, results, and conclusion. Abstract is written both in English and Indonesian language. At least, abstract is clear-cut written and it should represents the overall of paper. A limited space in abstract also important take you're your consideration. Even more, it is account in between 150-250 words in one paragraph, single spacing, text alignment: justify. (English, Cambria 12pt, Italic)

Keywords: word 1, word 2, word 3, word 4, and word 5. **(3 – 5 Keywords)**



The keywords contain important terms and substance of the article which may help readers find the article. They should be in bold and italics, and are written under the abstract.

A. Introduction (Cambria 12pt, Bold)

The introduction provides a context or background of the study, that is, the gap between the expected and actual condition, supported by the latest theories and studies relevant to the problem, and the new value of research, and innovation. Newly academic works published in high reputation journals, is a must. This section should not exceed 20% of the body of the article. Your text is here, in 12 pt font-size (Cambria), 1.5 line-spacing, text alignment: justify ; don't add space before and/or after paragraph. Italic is a must in typing non-English word. Arabic word is transliterated based on Journal of Ijtihad style [please check to the website].

To put it another way, please try to answer at least two questions: (1) why you believe that your research question is such an important to answer; and (2) how other scholars have or have not answered, or how you think your answer would be a contribution to the existing scholarship on the subject. In the last part of your introduction, please clearly state the research questions or objectives of your articles. Your introduction should flow logically, coherently, and systematically from the beginning to the last part.

B. Methods (Cambria 12pt, Bold)

This section should be clearly and concisely written. It provides practical information concerning the research methods, procedures, tools, materials, or instruments. Authors may provide the blue-print of the instrument or the materials used in the study if necessary. A commonly used statistical formula is not necessarily written in this section. Specific criteria used or established by researchers in the data collection and analyses may be described in this section. This section should not exceed 10% (for qualitative research) or 15% (for quantitative research) of the manuscript.



C. Finding and Discussion

The findings section is provided before the discussion section. Each section stands alone as a subtitle. The findings and discussion should be written in not less than 60% of the entire body of the manuscript.

Findings

Findings may be presented in the form of tables, graphs, verbal descriptions, or a combination of the three. Tables, graphics, or images should not be too long, or too large; please do not present too many figures in the manuscript. Authors are recommended to use a combination of presentation tables, graphs, or verbal descriptions. The tables and graphs presented must be referred to in the main text. The writing style for the tables and figures is presented in Table 1. The table should not contain vertical lines (upright), while horizontal (flat) lines are only on the head and tail of the table. Font sizes for table and picture entries may be reduced.

Table 1 Recommended length of each section in the manuscript

No.	Section	Length (%)	Note
1.	Introduction	20	Maximum, include Title and Abstract
2.	Methods	10	Methods in quantitative studies may be up to 15%.
3.	Findings and Discussion	60	Minimum
5.	Conclusion (include References)	10	Approximately

Numbers in the tables are repeated in verbal descriptions, either before or after the tables or figures.

In the discussion, it is the most important section of your article. Here, you get the chance to sell your data. Make the discussion corresponding to the results, but do not reiterate the results. Often should begin with a brief summary of the main



scientific findings (not experimental results). The discussion section is intended to interpret the findings of the study in accordance with the theories used and not merely describe the findings. The discussion must be enriched by referring to the results of previous studies that have been published in scientific journals.

The following components should be covered in the discussion: How do your results relate to the original question or objectives outlined in the Introduction section (what)? Do you provide an interpretation scientifically for each of your results or findings presented (why)? Are your results consistent with what other investigators have reported (what else)?

Discussion

The discussion section is intended to interpret the findings of the study in accordance with the theories used and not merely describe the findings. The discussion must be enriched by referring to the results of previous studies that have been published in scientific journals.

References in the manuscript are written in brackets. Here are the examples for one author, e.g., (Retnowati, 2018), and two authors, e.g., (Nurgiyantoro & Efendi, 2017). If there are three to five authors, all authors are written in the first mention, e.g., (Retnowati, Fathoni, & Chen, 2018) and the next mention is written as (Retnowati et al., 2018). The authors of more than three people were only written first followed by et al., For example (Janssen et al. '2010); Reference writing can also be written with a name outside the brackets, e.g., Nurgiyantoro (2017) in accordance with the writing style. If the statement referred to is a direct quote or a specific fact, page number/s must be included, e.g., (Nurgiyantoro & Efendi, 2017: 144) or if substances are taken from several pages, e.g., (Nurgiyantoro & Efendi, 2017: 144-146).

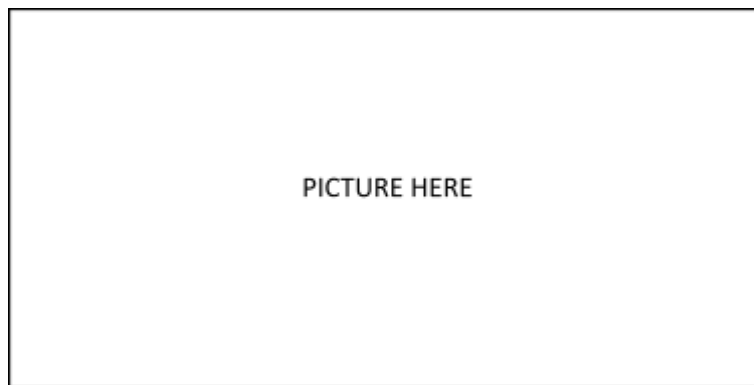
Indirect citations are more recommended than direct ones. Direct quotations fewer than 40 words should be incorporated into the text of the paragraph with quotation marks. If the quotation comprises 40 or more words, display it in a freestanding block of typewritten lines and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, without quotation marks, and include the name, year, and pages in brackets (name, year: pages).



Citations of two or more works by different authors are alphabetically written within the same parentheses in the same order in which they appear in the reference list. Separate the citations with semicolons (;), for example (Sahlberg, 2012; Schunk, 2012; Retnowati, Fathoni, & Chen, 2018). For translated sources, write the original author names, and years of translated and original books: some examples can be found in the bibliography by (Schunk, 2012a) and the translated book of Schunk (2012b)

The table and picture are formatted as ""centered within the text", that picture with a maximum width of 10 cm. If the picture is a photograph, High resolution is required. The table and the label of the picture is put above them.

Picture 1. Title of the picture



You should mention the name of the table and picture specifically when referring to a certain table or picture. Pictures and tables are separated from content pages. Pictures and tables are not put together, but they are grouped in each category (picture or table) information and the title of the pictures and tables should be included.

D. Conclusion

A conclusion is not merely a re-statement of the data or findings, but a synthesis of key points and, as mentioned in the "Introduction" which eventually produces the "Results and Discussion" chapter so that there is compatibility. In addition, the prospects for developing research results and the prospects for future research applications (based on results and discussion) can also be added.

The conclusion should answer the research objectives clearly. Tells how your work will find a theory of knowledge. Without a clear conclusion, reviewers and readers will find it difficult to assess the benefits of your work. Do not restate the abstract, or just list from analysis.

E. Acknowledgment

This section displays author's appreciation to sponsors, fund donors, resource persons, or parties who have an important role in conducting research.

F. References

The references must be from publications within the last 10 years (> 80%), and primarily from peer-reviewed journals cited from high-quality publishers. The use of references other than journal articles (books and websites) should be minimized (< 20%).

This reference guide details methods for citing and formatting reference entries in accordance with principles established by the Publication Manual of the American Psychological Association, Seventh Edition (2020). For more information about APA style, visit <https://apastyle.apa.org/> and <https://apastyle.apa.org/blog>. If you have access to the software, a corresponding EndNote output style can be downloaded from <http://endnote.com/downloads/style/tf-standard-apa> by searching for the style named TF-Standard APA. A minimum of 20 to 30 references is required. To write citations and bibliography in your article, please use reference software like Mendeley and Zotero to make the citation work easier.

References are sorted alphabetically. All references referred to in the article must be written in this section and everything written in the reference list must be referred to in the article. Your text is here, in 12 pt font-size (Cambria), single line-spacing; don't add space before and/or after paragraph. Writing techniques bibliography, using the system cites of Mendeley or Zoteris. References are sorted alphabetically. All references referred to in the article must be written in this section and everything written in the reference list must be referred to in the article.

Here are some reference examples:

Printed book

(Author surname, initial (s). (year) A title. Edition, place of publication: publisher).

Azizy, Q. (2002) Eklektisisme hukum nasional: kompetensi antara hukum Islam dan hukum umum. Yogyakarta: Gama Media.

Edited Book Example:

Rahmat, M.I. (eds.) (2002) Kritik nalar fiqh NU: transformasi paradigma Bahtsul Masa'il. Jakarta: Lakpesdam.



E-Book Example:

Mitchell, J.A., Thomson, M. and Coyne, R.P. (2017) A guide to citation. E-book library [online]. Available at: <https://www.mendeley.com/reference-management/reference-manager> (Accessed: 10 September 2016).

Chapter in an Edited Book Example:

Baehaqi, I. (2001) 'Tarik ulur wacana gender di kalangan abangan dan santri' in Maula, M.J. (ed.) Ngesuhi deso sak kukuban: lokalitas, pluralism, modal sosial demokrasi. Yogyakarta: LKiS, pp. 115-142.

Printed journal article

(Author surname, initial (s). (year) 'A title of article', Name of Journal, Volume (issue), page number.

Zubaidi, S. (2020) 'Cigarette fatwas, contestation of religious authority and politics in Indonesia', Ijtihad: Jurnal Wacana Hukum Islam dan Kemanusiaan, 20 (1), pp. 61-78.

Online journal article

One Author

Author, A. A. (yyyy). Title of the journal article: Subtitle. Journal Title, ##(#), ####-####, <https://doi.org/DOI>

Kusuma, R. (2019). Dampak Perkembangan Teknologi Informasi dan Komunikasi terhadap Perilaku Intoleransi dan Antisosial di Indonesia. Mawaizh : Jurnal Dakwah Dan Pengembangan Sosial Kemanusiaan, 10(2), 273-290. <https://doi.org/10.32923/maw.v10i2.932>

Two Author

Author, A. A., & Author, B. B. (yyyy). Title of the journal article: Subtitle. Journal Title, ##(#), ####-####, <https://doi.org/DOI>

Cipta, H., & Zakirman, A. F. (2024). A SYSTEMATIC LITERATURE REVIEW STUDY ON DA'WAH AND ISLAMIC ECONOMIC EMPOWERMENT. Mawaizh : Jurnal Dakwah Dan Pengembangan Sosial Kemanusiaan, 15(1), 102 - 131. <https://doi.org/10.32923/maw.v15i1.4358>

Three or More Authors

Supriyadi, Y., Syarifudin, E., Firdaos, R., Ayubi, S., Ilzamudin, I., & Saputra, Y. (2024). PENINGKATAN KUALITAS LAYANAN AKADEMIK DALAM MENDUKUNG TRANSFORMASI PTKIN. Mawaizh : Jurnal Dakwah Dan Pengembangan Sosial Kemanusiaan, 15(1), 84 - 101. <https://doi.org/10.32923/maw.v15i1.4458>

Website

Author surname(s), initial(s). (Year of publishing) Title of page/site [Online]. Available at: URL (Accessed: day month year).



Haq, H. (2020) Hukum Memakai Cadar Menurut Mazhab Empat [Online]. Available at:
<https://islam.nu.or.id/post/read/117753/hukum-memakai-cadar-menurut-mazhab-empat> (Accessed: 10 August 2021).

Printed newspaper article

Author surname(s), initial(s). (Year) 'Article Title', Newspaper Title (edition), day month, page number(s).

Ma'mun, S. (2018) 'Golput menurut 10 madzhab yang tidak populer', Koran Rakyat (10), 18 April, p.21.

Audiovisual Models

Film

Director, A. A. (Director). (yyyy). Title of the film: Subtitle [Film]. Production Company Name_A; Production Company Name_B; Production Company Name_C.

Bogdanovich, P. (Director). (1971). The last picture show [Film]. Columbia Pictures; BBS Productions; Last Picture Show Productions.

Streaming video

Creator, A. A. (yyyy, Month dd). Title of the video: Subtitle [Video]. Media Platform Name. <https://URL>

Hamilton, D. (2019, February 26). Dr. Diane Hamilton interviews Dr. Albert Bandura [Video]. YouTube. <https://www.youtube.com/watch?v=TWCEwiIJWeA>

Podcast episode

Host, A. A. (Host). (yyyy, Month dd). Title of the podcast episode: Subtitle (No. #) [Audio podcast episode]. In Title of the podcast: Subtitle. Production Company Name_A; Production Company Name_B; Production Company Name_C. <https://URL>

Giddens, R. (Host). (2019, January 23). Mozart's Queen of the Night: Outrage out of this world (No. 8) [Audio podcast episode]. In Aria code. The Metropolitan Opera; WQXR; WNYC Studios. <https://www.wnycstudios.org/podcasts/aria-code/episodes/aria-codemoza-rt-magic-flute-kathryn-lewek>

Interview

Personal communication, such as a personal e-mail, personal interview, private or unarchived letter, or telephone conversation, is documented through citations only, without associated reference entries. (if you use Mendeley for managing your reference please input your citation manually through the application. Click "add entry manually" => select type "hearing", then input your data. Please remind that you should edit as the citation style of Journal Mawaizh as shown below).



Narrative: T. J. Adeyemi (personal interview in yogyakarta, September 3, 2014)

