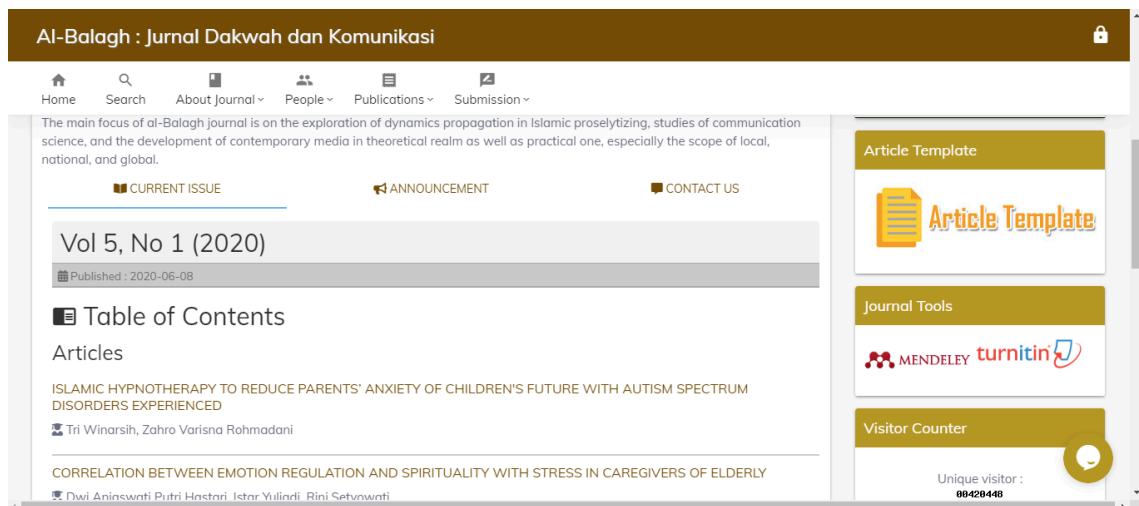


## SUBMISSION GUIDELINES

1. The author writes a manuscript with a theme that fits the focus and scope (da'wah, communication, counseling, and psychology), and is adapted to the template. Templates can be downloaded at OJS journal Al-Balagh. Conformity with the focus and scope and template is a prerequisite for the manuscript to be followed up to the next stage. In addition, please ensure that the authors do not submit manuscripts that have been submitted or published in other journals. If the author has sent a manuscript to another journal but there is no news of certainty (still pending assignment or in review in that journal), then the author is requested not to submit the manuscript to the Al Balagh journal. Including, if the manuscript has been published in another journal, it is not allowed to submit the manuscript to the Al Balagh journal.



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# al-Balagh

Jurnal Dakwah dan Komunikasi

ISSN : 2527-5704 (Print)  
ISSN : 2527-5682 (Online)  
DOI : 10.22515/balagh

Al-Balagh: Jurnal Dakwah dan Komunikasi is a scientific publication that efforts to facilitate academic articles and scholarly writings of a number studies in empirical research in the field of Da'wa and Communication. Published by Faculty of Ushuluddin and Dakwah, IAIN Surakarta, Central Java, Indonesia in collaborate with APDI (Asosiasi Profesi Dakwah Indonesia).

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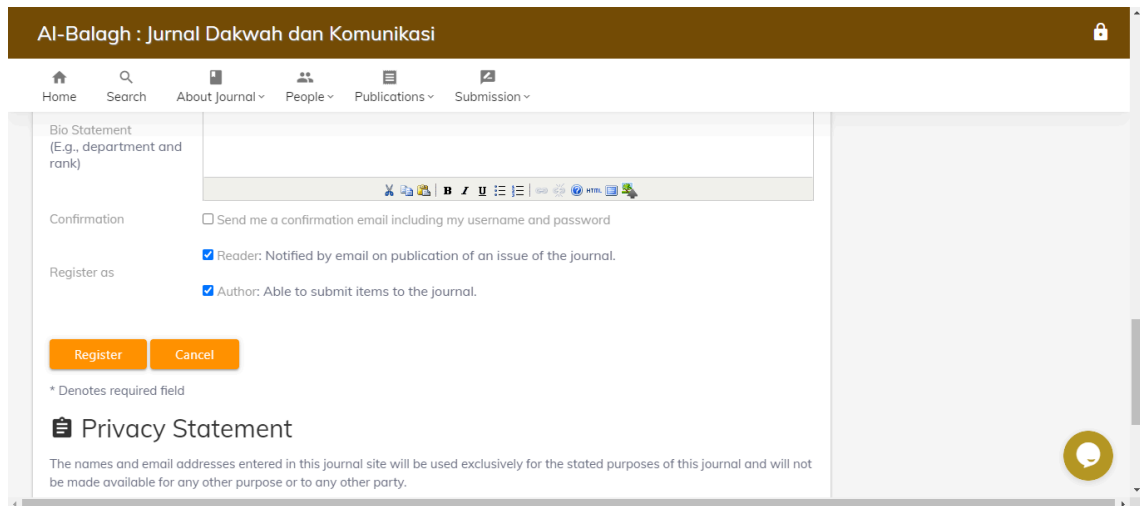
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The screenshot shows the registration page for Al-Balagh: Jurnal Dakwah dan Komunikasi. The page has a dark blue header with the journal's name and a lock icon. Below the header is a navigation menu with links for Home, Search, About Journal, People, Publications, and Submission. The main content area is a registration form with the following fields and options:

- Bio Statement** (E.g., department and rank): A text area with a rich text editor toolbar.
- Confirmation**: A checkbox labeled "Send me a confirmation email including my username and password".
- Register as**: Two checkboxes: "Reader: Notified by email on publication of an issue of the journal." (checked) and "Author: Able to submit items to the journal." (checked).
- Buttons**: "Register" and "Cancel" buttons.
- Footnote**: "\* Denotes required field".
- Privacy Statement**: A link to the privacy policy.
- Footer**: A disclaimer: "The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party."

- After the process of filling in the personal data to register and create an account at OJS Al-Balagh journal, the author can submit the manuscript by clicking New Submission.

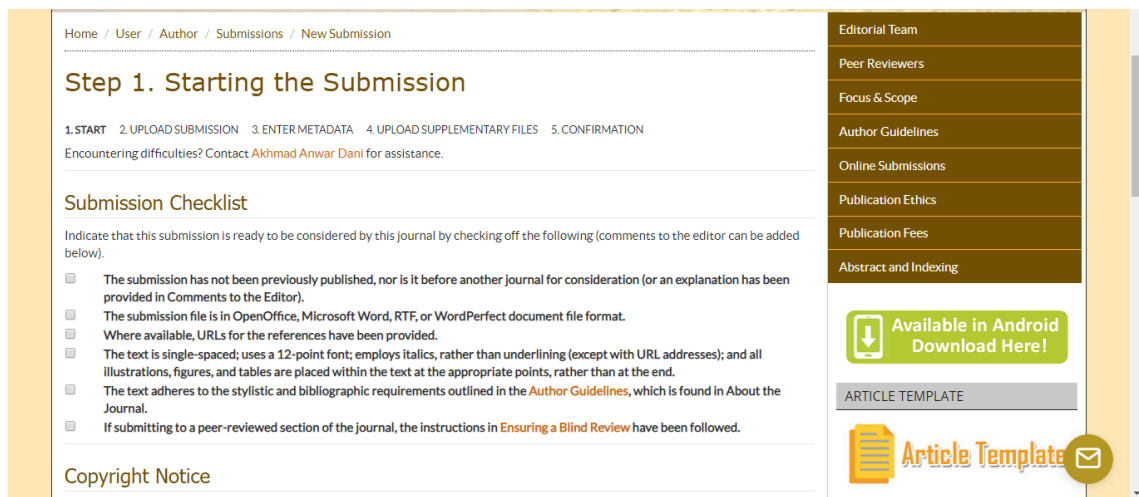


The screenshot shows the user home page for Al-Balagh: Jurnal Dakwah dan Komunikasi. The page has a yellow and brown color scheme. The header features the journal's logo, ISSN numbers (2527-5704 for Print, 2527-5682 for Online), and the S2 Sinta logo. The main content area is titled "User Home" and includes the following elements:

- Navigation**: "Home / User Home" breadcrumb.
- Journal Title**: "al-Balagh : Jurnal Dakwah dan Komunikasi".
- Author Status**: "» Author" with "0 Active" and "[New Submission]" links.
- My Account**: A section with links for "Show My Journals", "Edit My Profile", "Change My Password", and "Logout".
- Editorial Team**: A sidebar menu with links for "Peer Reviewers", "Focus & Scope", "Author Guidelines", "Online Submissions", "Publication Ethics", "Publication Fees", and "Abstract and Indexing".
- Download Button**: A green button with a download icon and text "Available in Android Download Here!".

- There are five steps or stages in submitting a manuscript. In the first step, the author can check all new items then proceed to the second step. In the second step, the author submits the manuscript file by clicking Choose File and clicking Upload. In the third step, the author fills in the writing data (such as title, abstract, keywords, writing fields, and so on) required by the Al-Balagh journal's OJS

system. In the fourth step the author uploads supplementary files if any, for example raw data on research scores, research verbatim, research documentation, research respondents' approval letters, and other complementary files (if there are none, they can be skipped). In the fifth step the author confirms the upload of the manuscript. After the author confirms, the manuscript has been submitted and the submission is complete.



7. There are several things that need to be understood by the author.
  - a. First, the manuscript will be processed if it passes the turnitin test. The maximum limit for the turnitin test is 20%.
  - b. Second, the manuscript will be processed if the author fills out ethical clearance which contains a statement that the manuscript is free from plagiarism and fabrication and has never been submitted and published in any journal. The ethical clearance form can be downloaded at OJS journal Al-Balagh. The author fills out the form, then signs it on stamp duty, then scans it and sends it to the Al-Balagh journal email (journal.albalagh.gmail.com).
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  - d. The author is expected to play an active role in immediately revising according to the editor's correction and the results of the reviewer's review. Manuscripts that are processed are manuscripts that get a response from the author.