

INSTRUCTIONS FOR PREPARING MANUSCRIPT FOR Tadris IPS JOURNAL TEMPLATE ← 14pt Cambria, bold

Sakilah ← 12pt Cambria, bold

UIN SUSKA, Riau, Indonesia ← 12pt cambria, regular
sakilah@uin-suska.ac.id ← 12pt, cambria, italic

Write Author names without title and professional positions such as Prof., Dr., Production Manager, etc. Do not abbreviate your lastfamily name. Always give your First and Last names. Write clear affiliation of all Authors. Affiliation includes: name of university, address, and country. Please indicate Corresponding Author (include email address).

Nama Penulis tanpa gelar seperti Prof, Dr, dan sebagainya. Tidak mencantumkan marga/nama keluarga. Nama lembaga termasuk; nama universitas, alamat, dan negara. Cantumkan alamat email penulis untuk korespondensi.

ABSTRACT ← 12pt Cambria, bold

Write down here your paper's abstract in one paragraph, in Italic style of font, no more than 250 words. The abstract is not an "introduction", nor the conclusion of the discussion. Instead, it should contain, but not limited to: (1) the main question and the background of the discussed issue; (2) the research position; (3) how the question is discussed in the paper; and (4) the main result of the discussion. Other important matters discussed in the paper that significantly contribute to the final result of the research may be noted here, but you have to consider, however, the limited space of the abstract.

Tulis abstrak dalam satu paragraf dengan font italic maksimal 250 kata. Abstrak bukan pendahuluan atau kesimpulan tapi harus berisi tentang (1) pertanyaan penelitian, (2) posisi penelitian, (3) bagaimana pertanyaan penelitian dijawab dalam tulisan dan (4) poin penting hasil diskusi.

[Put here your Indonesian version of the Abstract. It is not obligatory, but we do appreciate if you could provide us with the translation of the abstract in Bahasa Indonesia.]

Cantumkan abstrak berbahasa Indonesia. Kami sangat mengapresiasi jika Anda menambahkan terjemahan abstrak berbahasa Indonesia.

Keyword: *mention only specific concepts [word or phrase], 5 concepts, truly conceptual words, and not too general ones.← 12pt, Cambria, italic.*

Kata Kunci : *menjelaskan konsep spesifik dalam bentuk kata atau frase antara 5*



konsep.

A. INTRODUCTION [the First Section must be “Introduction”; Typed in Bold, List-style with ABC Alphabets] ← 12pt Cambria, bold

Your text is here, in 12pt font-size, 1.5 line-spacing; don't add space before and/or after paragraph. It is much better to not format your text in a specific technique, instead, just leave it plain except that you really need to type certain words in a “special method”, or to emphasize certain word or words. Italic is a must in typing non-English word. Arabic word is transliterated based on Al-Jami‘ah style, which is available for download in PDF file format [url:].

Please explore in more words the background of your paper and your current research position among other research on related themes. You should discuss here as well your research's relations with those of other researchers; literature review, especially on most relevant, newly academic works published in high reputation journals, is a must.

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.

A detailed description of your methods in doing the research is not necessary to write down in this section, but if you think you have to do so, you may mention it slightly in one or two sentences. A little bit of exploration on the flows of your discussion and the expected final results will be good points for closing this introduction section.



B. METHODS ← 12pt, Cambria, bold

In the *Methods* section, you explain *clearly* how you conducted your research order to: (1) enable readers to evaluate the work performed and (2) permit others to replicate your research. You must describe exactly what you did: what and how experiments were run, what, how much, how often, where, when, and why equipment and materials were used. The main consideration is to ensure that enough detail is provided to verify your findings and to enable the replication of the research. You should maintain a balance between brevity (you cannot describe every technical issue) and completeness (you need to give adequate detail so that readers know what happened).

In the social and behavioral sciences, it is important to always provide sufficient information to allow other researchers to adopt or replicate your methodology. This information is particularly important when a new method has been developed or an innovative use of an existing method is utilized. Last, please avoid to make a sub section in Material and Methods.

D. RESULT AND DISCUSSION ← 12pt, Cambria, bold

The purpose of the Results and Discussion is to state your findings and make a interpretations and/or opinions, explain the implications of your findings, and make suggestions for future research. Its main function is to answer the questions posed in the Introduction, explain how the results support the answers and, how the answers fit in with existing knowledge on the topic. The Discussion is considered the heart of the paper and usually requires several writing attempts.

The discussion should explore the significance of the results of the work, not repeat them. Avoid extensive citations and discussion of



published literature. In 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 following components should be covered in discussion: How do your results relate to the original question or objectives outlined in the Introduction section (what)? Do you provide interpretation scientifically for each of your results or findings presented (why)? Are your results consistent with what other investigators have reported (what else)? Or are there any differences? ← 12pt Cambria, regular

Six levels of heading are allowed as follows:

1. Level 1 ← 12pt, Cambria, bold

a. Level 2 ← 12pt, Cambria, regular

1) Level 3 ← 12pt, Cambria, regular

a) Level 4 ← 12pt, Cambria, regular

(1) Level 5 ← 12pt, Cambria, regular

(a) Level 6 ← 12pt, Cambria, regular

Every quotation is written down in a specific way that can be identified as a “quotation” different from your original text. At the end of every quotation, you have to put its reference[s] in footnote style of Marwah. A reference must also be put in the end of every citation that paraphrasing ideas from someone’s works. Just mention the last name of the author and the sorted version of the work’s title.

It is easy to inflate the interpretation of the results. Be careful that your interpretation of the results does not go beyond what is supported by



the data. The data are the data: nothing more, nothing less. Please avoid and make over interpretation of the results, unwarranted speculation, inflating the importance of the findings, tangential issues or over-emphasize the impact of your research.

Work with Graphic: Figures and tables are the most effective way to present results. Captions should be able to stand alone, such that the figures and tables are understandable without the need to read the entire manuscript. Besides that, The data represented should be easy to interpret. Tips:

1. The graphic should be simple, but informative;
2. The use of color is encouraged;
3. The graphic should uphold the standards of a scholarly, professional publication;
4. The graphic must be entirely original, unpublished artwork created by one of the co-authors;
5. The graphic should not include a photograph, drawing, or caricature of any person, living or deceased;
6. Do not include postage stamps or currency from any country, or trademarked items (company logos, images, and products), and;
7. Avoid choosing a graphic that already appears within the text of the manuscript.

Look this example below:

Table #... <Title of Table>				
SMAN 1	Jurusan	JenisKelamin		Jumlah
		Laki -Laki	Perempuan	
Pekanbaru	IPA	22	37	59
	IPS	21	38	59
	Jumlah	43	75	118
Dumai	IPA	19	47	66
	IPS	20	41	61
	Jumlah	39	88	127



Total	82	163	245
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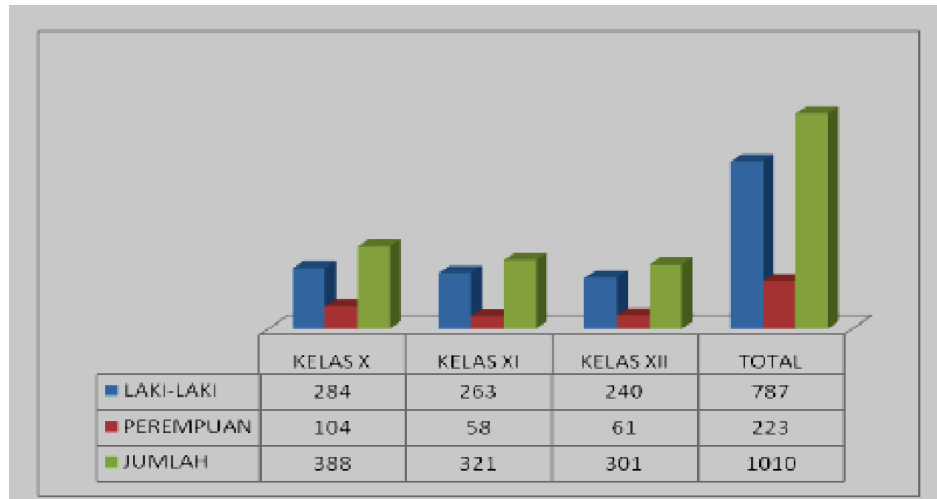


Figure # ... <Title of Figure>

Last, please avoid to make a sub section in Results and Discussion.

E. CONCLUSION ← 12pt, Cambria, bold

Conclusions should answer the objectives of research. Please provide here your remarks as closing statement. It could be a final conclusion from your discussion and analysis and your recommendations for further research project. In this section as well you may give your acknowledgment for people and parties whose supports make your research possible. Tells how your work advances the field from the present state of knowledge. Without clear Conclusions, readers will find it difficult to judge the work, and whether or not it merits publication in the journal. Do not repeat the Abstract, or just list experimental results. Provide a clear scientific justification for your work, and indicate possible applications and extensions. You should also suggest future experiments and/or point out those that are underway. ← 12pt Cambria, regular



F. BIBLIOGRAPHY ← 12pt, Cambria, bold

Cite the main scientific publications on which your work is based. Cite only items that you have read. Do not inflate the manuscript with too many references. Avoid excessive self-citations. Avoid excessive citations of publications from the same region. Check each reference against the original source (authors name, volume, issue, year, DOI Number). Please use Reference Manager Applications like Bodynote, Mendeley, Zotero, etc. Use other published articles in the same journal as models.

Example:

Dijk, Kees van. "Colonial Fear: the Netherlands Indies and Malay Peninsula 1890-1918, Pan Islamism and the Germano-Indian Plot", in *Transcending Borders: Arabs, Politics, Trade, and Islam in Southeast Asia*, edited by H. de Jonge and N. Kaptein. Leiden: KITLV Press, 2002.

_____. "From Head to Toe: Dress, Script, Cultur, and Identity", presented at the International Workshop on Southeast Asian Studies, Script as Identity Marker in Southeast Asia Jakarta, 2004.

Fogg, Kevin William, "The Fate of Muslim Nationalism in Independent Indonesia", PhD. Dissertation, Yale University, 2012, <http://gradworks.umi.com/35/35/3535314.html>, accessed 16 Feb 2016.

Haylamaz, Reşit, *Aisha: The Wife, The Companion, The Scholar*, New Jersey: Tughra Books, 2014.

Hosen, Nadirsyah, "Shari'a & Constitutional Reform in Indonesia", Master Thesis, Singapore: National University of Singapore, 2005

Kaptein, N.J.G. "The Sayyid and the Queen: Sayyid Uthman on Queen Wilhelmina's Inauguration on the Throne of the Netherland in 1898", *Journal of Islamic Studies*, Volume 9, Number 2, 1988 (DOI:



10.1093/jis/9.2.158).

NOTE:

- 1) DOI must be provided in “bibliography” whenever a reference has “doi” identifier;
- 2) The list of bibliography must be sorted in alphabetical order, however in regard Arabic names with article “al”, the article is not in consideration.
- 3) It is highly recommended to use any reference manager software, such as ZOTERO or Mendeley to manage your citation; and the citation style of Marwah [to use with ZOTERO or Mendeley]
- 4) Arabic word should be transliterated

b	=	ب	s	=	س	k	=	ك
t	=	ت	sy	=	ش	l	=	ل
s\	=	ث	s}	=	ص	m	=	م
j	=	ج	d}	=	ض	n	=	ن
h{	=	ح	t}	=	ط	w	=	و
kh	=	خ	z}	=	ظ	h	=	ه
d	=	د	'	=	ع	'	=	ء
z\	=	ذ	g	=	غ	ya	=	ي
r	=	ر	f	=	ف			
z	=	ز	q	=	ق			

Please insert every symbol of transliterated Arabic letter as a proper unicode character symbol.