(Suggested Cover Letter Template)

COVER LETTER

Submission date: 00-00-2025

Address to the Chief of Editor:
M. Khusna Amal
Editor in Chief
Islamika Inside

Dear M. Khusna Amal,

Paragraph 1: Overview (Article title, research design, major finding) (required)

Example: "We are pleased to submit our manuscript entitled "XXX" for consideration as an Islamika Inside article. This study employs XXX (method) ... in ... The research found ...."

Paragraph 2: Importance (optional)

Why should this manuscript be published in Islamika Inside*? Why will our readers be interested? What is the potential impact of your work (don't overstate it)? What is the unique contribution of your work to what is known about this topic? This should be 1-4 sentences. All authors should include this information.*

Paragraph 3: Current submission and prior presentations disclosure (required)

The Journal seeks to publish work that is "new, true and will change practice" in the field of study. This disclosure helps to ensure that the work we are considering is original and not substantially derivative of prior work. This disclosure helps us avoid inappropriate utilization of reviewer time, as these issues will usually be uncovered during the review process, with flags raised about why the authors did not initially share this information. Please provide appropriate details.

Example: "This manuscript has not been previously published and is not under consideration in the same or substantially similar form in any other peer-reviewed media." If relevant: "We presented an earlier version of the manuscript as a poster/plenary/workshop at the [conference name] in [location], in 20XX."

Sincerely,

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Potential Reviewers

Authors should suggest 3-5 reviewers. If your manuscript is sent out for review, 2-5 peer reviewers will review your work. Of those reviewers, one may be a reviewer that you have suggested, because you may have insight into reviewers who can judge your work objectively, in the appropriate context. Please suggest three reviewers (name, institution, email, expertise).

Criteria: Suggested reviewers should NOT be at your institution and should have some expertise in your content area/method. You should NOT have substantially worked with the reviewer in the past few years, and in particular, this should not be someone who has already reviewed or otherwise contributed to the manuscript. To the best of your knowledge, reviewers should not have conflicts (financial, personal) which would interfere with their objectivity.

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