

DAYAH : JOURNAL OF ISLAMIC EDUCATION

AUTHOR GUIDELINES

Submission Guide for Authors

1. This journal is published two editions annually in January and July in which there are only 8 selected articles will be published in each issue;
2. Any articles submitted in this journal should be based on research, original and has not been published and/or sent to any journal or media. The writer should sign the statement letter which strengthen about this issues by confirming the submission checklist.
3. The content of the article relates to Islamic education themes. The translated of a manuscript is not accepted, although it relates to education;
4. The manuscript is written in Bahasa Indonesia or foreign languages (English/Arabic) which fulfills the criteria of good and correct writing;
5. The length of the article is around 3000 to 6000 words with 1 space, typed in MS-Word, with Times New Roman font size 12 on A4 paper (the margin for right, left, top and down is 2 cm);
6. Due to blind review policy, the author must remove any trace of identification such as name(s) and e-mail address in the submitted manuscript file;
7. The manuscript must be submitted through OJS portal of JIE.

Your abstract should:

1. Provides a synopsis of the entire article;
2. Starts with the broad context of the study, followed by specific background for the study;
3. Describes the purpose, methods and procedures, core findings and results, and conclusions of the study;
4. Emphasizes new or important aspects of the study;
5. Be understandable to a diverse audience;
6. Be a single paragraph of less than 250 words;
7. Not contain citations or uncommon abbreviations.

Submission Preparation Checklist

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

1. The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
2. The submission file is in OpenOffice, Microsoft Word, RTF, or WordPerfect document file format.
3. Where available, URLs for the references have been provided.
4. The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
5. The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.
6. If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.

NOTE: The author is suggested to use reference manager (Mendeley, Zotero, etc.) at styling the footnote and the bibliography.

Publication Ethics and Malpractice Statements

Available online at <https://jurnal.ar-raniry.ac.id/index.php/JIE>

Focus and Scope

DAYAH: Journal of Islamic Education is an open access, peer-reviewed journal that will consider any original scientific article that expands the field of study in Islamic pedagogy and various other related education issues. The journal publishes research articles of interest to education practitioners, teachers, education policy makers, and researchers. Article submitted must be based on research, original and educationally interesting to the audience in the field. The goal is to disseminate new concepts and research findings developed in this area of study by publishing relevant peer-reviewed scientific information and discussions. The main aims are to promote best-practices in advancing sustainable Islamic education and highlight research key-findings to develop better Islamic education.

Section Policies

Peer Review Process

DAYAH: Journal of Islamic Education uses double-blind review policy, in which both the author(s)' and the reviewer(s)' identity is kept hidden until the manuscript is accepted for further editing and publication.

Each submitted manuscript is evaluated on the following basis:

1. The originality of its contribution to the field of scholarly publishing;
2. The soundness of its theory and methodology given the topic;
3. The coherence of its analysis;
4. Its ability to communicate to readers (grammar and style)
5. Normal turn-around time for screening and evaluation of manuscripts is four to five months from the date of receipt.

Open Access Policy

This journal provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge.

Archiving

This journal utilizes the LOCKSS system to create a distributed archiving system among participating libraries and permits those libraries to create permanent archives of the journal for purposes of preservation and restoration.

Open Access Policy

DAYAH: Journal of Islamic Education provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge. We do not charge both for article submission and processing.

Screening for Plagiarism Policy

To ensure the originality of the articles, DAYAH: Journal of Islamic Education uses TURNITIN. Plagiarism check is conducted in the screening process of the submitted manuscripts. Only plagiarism-free manuscripts are sent to assigned editor(s) to be followed up with the review process. Submissions with minor plagiarism issues will be notified to revise and resubmit, while manuscript with serious plagiarism issues will be rejected and archived.

Publication Ethics and Malpractice Statements

DAYAH: Journal of Islamic Education (JIE) is a peer-reviewed national journal, available in print and online and published twice a year (February and August). This statement clarifies ethical behaviour of all parties involved in the act of publishing an article in this journal, including the author, the chief editor, the Editorial Board, the peer-reviewers and the publisher (Graduate Program of UIN Ar-Raniry, Indonesia). This statement is based on COPE's Best Practice Guidelines for Journal Editors.

Ethical Guideline for Journal Publication

The publication of an article in JIE as a peer-reviewed journal is an essential building block in the development of a coherent and respected network of knowledge. It is a direct reflection of the quality of the work of the authors and the institutions that support them. Peer-reviewed articles support and embody the scientific method. It is therefore important to agree upon standards of expected ethical behavior for all parties involved in the act of publishing: the author, the journal editor, the peer reviewer, the publisher and the society.

Graduate Program of State Islamic University of Ar-Raniry as publisher of DAYAH: Journal of Islamic Education takes its duties of guardianship over all stages of publishing seriously and we recognize our ethical and other responsibilities. We are committed to ensuring that advertising, reprint or other commercial revenue has no impact or influence on editorial decisions. In addition, the Graduate Program of State Islamic University of Ar-Raniry and Editorial Board will assist in communications with other journals and/or publishers where this is useful and necessary.

Publication decisions

The editor of DAYAH: Journal of Islamic Education is responsible for deciding which of the articles submitted to the journal should be published. The validation of the work in question and its importance to researchers and readers must always drive such decisions. The editors may be guided by the policies of the journal's editorial board and constrained by such legal requirements as shall then be in force regarding libel, copyright infringement and plagiarism. The editors may confer with other editors or reviewers in making this decision.

Fair play

An editor at any time evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

Confidentiality

The editor and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

Disclosure and conflicts of interest

Unpublished materials disclosed in a submitted manuscript must not be used in an editor's own research without the express written consent of the author.

DUTIES OF REVIEWERS**Contribution to Editorial Decisions**

Peer review assists the editor in making editorial decisions and through the editorial communications with the author may also assist the author in improving the paper.

Promptness

Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.

Confidentiality

Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except as authorized by the editor.

Standards of Objectivity

Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

Acknowledgement of Sources

Reviewers should identify relevant published work that has not been cited by the authors. Any statement that an observation, derivation, or argument had been previously reported should be accompanied by the relevant citation. A reviewer should also call to the editor's attention any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.

Disclosure and Conflict of Interest

Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers.

DUTIES OF AUTHORS

Reporting standards

Authors of reports of original research should present an accurate account of the work performed as well as an objective discussion of its significance. Underlying data should be represented accurately in the paper. A paper should contain sufficient detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements are unacceptable and constitute unethical behaviour.

Originality and Plagiarism

The authors should ensure that they have written entirely original works. If the authors have used the work and/or words of others, it must be appropriately cited or quoted.

Multiple, Redundant or Concurrent Publication

An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Submitting the same manuscript to more than one journal concurrently constitutes unethical behaviour and is unacceptable.

Acknowledgement of Sources

Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work.

Authorship of the Paper

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors. The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included on the paper, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

Disclosure and Conflicts of Interest

All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or interpretation of their manuscript. All sources of financial support for the project should be disclosed.

Fundamental errors in published works

When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal editor or publisher and cooperate with the editor to retract or correct the paper.

Author and Editing fee Policy

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