

# **GUIDELINES FOR AUTHORS**

Journal of Islamic Architecture (JIA) is a scientific publication for widespread research and criticism topics in Islamic architecture studies. It publishes articles that cover textual and fieldwork studies with various perspectives of Islamic Architecture including architectural design, mosque architecture, art and culture, architectural history, architectural theory and criticsm, and many topics in architecture that based on Islamic value.

All papers submitted to the journal should be written in good English. Authors for whom English is not their native language are encouraged to have their paper checked before submission for grammar and clarity. The official language of the manuscript to be published in Journal of Islamic Architecture (JIA) is English. All paper must consist of original, unpublished work not under consideration for publication elsewhere. Essays should be a minimum of 3,000 words in length and no longer than 6,000 words, except in special circumstances. Text should be sent as an email attachment in MS Word format, including all original figures and tables, to journal.islamicarchitecture@gmail.com or jia@uin-malang.ac.id. Text can also be submitted to our Online Journal System in <a href="http://ejournal.uin-malang.ac.id/index.php/JIA">http://ejournal.uin-malang.ac.id/index.php/JIA</a>. Alternatively, the figures and tables can be put all together into one other email attachment that accompies the text file.

If the content and format of the submitted essay is seen as appropriate by the editors, the paper will then be sent out for 'blind review' by two independent referees. Revisions may be required in the light of referees' comments before a decision is made to accept or reject the paper.

## 1. General Author Guidelines

All manuscripts must be submitted to JIA (Journal of Islamic Architecture) Editorial Office by Online Submission at E-Journal portal address: <a href="http://ejournal.uin-malang.ac.id/index.php/JIA">http://ejournal.uin-malang.ac.id/index.php/JIA</a> where author register as Author and/or offered as Reviewer by online. If authors have any problems on the online submission, please contact Editorial Office at the following email: <a href="mailto:journal.islamicarchitecture@gmail.com">journal.islamicarchitecture@gmail.com</a>

# 2. Paper Template

# 3. Reviewing of Papers

If the content and format of the submitted essay is seen as appropriate by the editors, the paper will then be sent out for 'blind review' by two independent referees. Revisions may be required in the light of referees' comments before a decision is made to accept or reject the paper.

# 4. Revision of Papers

All paper sent back to the authors for revision should be returned to the editor without delay. Revised articles can be sent to editorial office through the Online Submission Interface. The revised manuscripts returned later than three months will be considered as new submissions.

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All correspondences should be sent to the following Editorial Office:

# Ernaning Setyowati, MT (Editor-in-Chief)

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#### 6. Guideline for Online Submission

Author should first register as Author and/or is offered as Reviewer through the following address: http://ejournal.uin-malang.ac.id/index.php/JIA/about/submissions#onlineSubmissions

Author should fulfil the form as detail as possible where the star marked form must be entered. After all form textbox was filled, Author clicks on "Register" button to proceed the registration. Therefore, Author is brought to online author submission interface where Author should click on "New Submission". In the Start a New Submission section, click on "Click Here': to go to step one of the five-step submission process". The following are five steps in online submission process:

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# 9. Preparation Guideline of texts

# 9.1. General Organization of Paper

The paper will be published in Journal of Islamic Architecture (JIA) after peer-reviewed process and decided "Accepted" by Editor. The final paper layout will be reproduced by Editorial Office of Journal of Islamic Architecture (JIA). The final paper layout in PDF type, known as "Uncorrected Proof" should be corrected by Author. The final corrected proof will be published first in "Article In Press" pre-issue.

Paper document submitted to this journal (in one MS Word or PDF file) should be arranged as follow:

- 1. Bodytext of paper article
- 2. Figure Captions and Table Captions

All illustrations of any kind must be submitted as sequentially numbered figures, one to a page. Although high-resolution images are not required for the initial refereeing stage, if the essay is subsequently selected for publication then all figures and tables will need to be provided at the highest quality in digital format. When symbols, arrows, numbers or letters are used to identify parts of illustrations they must be clearly identified by a key in the figure legend, rather than in the figure itself. Similarly, internal scales, staining or processing of the figure must be explained where appropriate. Figure legends should be listed sequentially on a separate page. In all cases where the author is not the owner of the copyright of the figures, written permission must be obtained from the copyright holder(s) to reproduce the figures in this journal.

Each table must be typed, and consecutively numbered. They should have a brief informative title placed as a heading. Tables should be understable without reference to the text, but they should be referred to in the text. Explanatory caption should be brief and placed beneath the table. Please note that numbering of tables should be differ from the numbering of figures.

Paper content should, in general, be organized in the following order: Title; Authors Name; Authors Affiliation; Abstract; Keywords; Introduction; Method (for research based articles); Content/Results and Discussion; Conclusions; and References.

#### 9.2. Paper Tittle

This is your opportunity to attract the reader's attention. Remember that readers are the potential authors who will cite your article. Identify the main issue of the paper. Begin with the subject of the paper. Do not contain infrequently-used abbreviations.

The title of the paper must be concise, spesific, informative, and complete, not exceed 10 words (Century Gothic 13 capital bold).

#### 9.3. Authors Name and Affiliations

Write Author(s) names without title and professional positions such as Prof, Dr, Production Manager, etc. Do not abbreviate your last/family name. Always give your First and Last names (Full Name). Write clear affiliation of all Authors. Affiliation includes: name of department/unit, (faculty), name of university, address, country, include email address. Author names should be in Square721 BT 8 Bold. Author affiliations should be in Square721 BT 7

# 9.4. Abstract and Keywords

Abstract should stand alone, means that no citation in abstract. Consider it the advertisement of your article. Abstract should tell the prospective reader what you did and highlight the key findings. Avoid using technical jargon and uncommon abbreviations. You must be accurate, brief, clear and specific. Use words which reflect the precise meaning, Abstract should be precise and honest, summarising the significant points of the paper. Please follow word limitations (200 words).

#### 9.5. Introduction

In Introduction, Authors should state the objectives of the work at the end of introduction section. Before the objective, Authors should provide an adequate background, and very short literature survey in order to record the existing solutions/method, to show which is the best of previous researches, to show the main limitation of the previous researches, to show what do you hope to achieve (to solve the limitation), and to show the scientific merit or novelties of the paper. Avoid a detailed literature survey or a summary of the results. The introduction should clearly state the purpose of the paper. It should include key references to appropriate work but should not be an historical or literature review.

# 9.6. Method (for research based articles)

The methods section describes the rationale for the application of spesific procedures or techniques used to identify, select, and analyze information applied to understanding the research problem, thereby, allowing the reader to critically evaluate a study's overall validity and reliability.

# 9.7. Content /Result and Discussion

Content is the body of paper, consits of sub title that representing discussion of the paper. Results should be clear and concise. The results should summarize (scientific) findings rather than providing data in great detail. The discussion should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. 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)?

#### 9.8. Conclusion

Conclusions should answer the objectives of research. Tells how your work advances the field from the present state of knowledge. Without clear Conclusions, reviewers and 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.

## 9.9. References

Where explanatory notes and references are relevant, they should be indicated in the text by a superscript number like this [1]. A full list of all notes and references should be provided at the end of the paper. The written of the journal references use IEEE format. Please use a reference software like Mendeley, Zotero, etc to make the citation work easier. Journal references should include all authors' names and initials, year of publication, title of paper, journal titles in full, volume number and first and last page numbers[2]. References to books should include their edition, and all editor(s) and all relevant authors, publisher and place of publication[3]. It is the authors' responsibility to check the accuracy of references. Examples:

- [1] S. V. Szokolay, *Introduction to Architectural Science, the Basis of Sustainable Design*. Great Britain: Architectural Press, 2004.
- [2] E. Setiyowati, "Strategies to Increase the Acoustical Quality of the Mosque," *J. Islam. Archit.*, vol. 1, no. 1, pp. 27-31, 2010.
- [3] M. Patel, Wind and Solar Power Systems. CRC Press, 2005.

#### 11. Conventions

Use only recommended SI units. Numerals should be used for all numbers of two or more digits, and for single digits when attached to units of measure. Abbreviations should be defined in parentheses after their first mention in the text in accordance with internationally agreed rules.

## 12. Copyright

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# **JOURNAL INDEXING**





# **PUBLICATION ETHICS & MALPRATICE STATEMENT**

The publication of an article in a peer reviewed journal is an essential model for our journal "Journal of Islamic Architecture (JIA)". It is necessary 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 and the publisher.

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The editor of JIA is responsible for deciding which of the articles submitted to the journal should be published. The editor 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 editor may confer with other editors or reviewers in making this decision.

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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 constitute unethical behavior and are unacceptable.

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Authors are asked to provide the raw data in connection with a paper for editorial review, and should be prepared to provide public access to such data (consistent with the ALPSP-STM Statement on Data and Databases), if practicable, and should in any event be prepared to retain such data for a reasonable time after publication.

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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.

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