

# **GUIDELINES**

## **JOURNAL OF AL-TA'LIM FACULTY OF EDUCATION AND TEACHER TRAINING IAIN IB PADANG**

### **Brief Submission guideline:**

1. The journal invites scholars and experts working in all disciplines in education.
2. Articles should be original, research-based, unpublished and not under review for possible publication in other journals.
3. Manuscript should be typed in MS document format with Times New Roman, size 12 pts, one and a half space, A4 paper roughly 15 to 25 pages. All manuscripts should be sent to website: [www.journal.tarbiyahainib.ac.id](http://www.journal.tarbiyahainib.ac.id) or email address: [jurnal@tarbiyahainib.ac.id](mailto:jurnal@tarbiyahainib.ac.id).
4. The article should be written in American English. The title of the article is written not more than 10 words. The title of the article, the name of its author or authors, email address, and institution are on the top of article.
5. All submission must include 75-150 words abstract and 3-5 keywords. The abstract of research paper should contain title, purpose, method, and research finding. Meanwhile the abstract of non-research paper includes title, purpose, and discussion.
6. Quotations, passages, and words in local or foreign languages should be translated into English.
7. Full research papers have broad relevance and contribute something new to Education. It includes:

**Introduction:** to explain the theoretical background, related research, the practical applications and the nature and purpose of the article.

**Methods:** Method Section that describes the participants the materials the procedures employed in the study such as treatment(s) and data analysis.

**Results (findings) and Discussion:** Results should be clear and concise. 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.

**Conclusion and Recommendations:** The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

**References:** References are listed in alphabetical order. Each listed reference is cited in text, and each text citation is listed in the References.

8. Non-research papers include **major theme, logical development of the theme, author's point of view, implications, inferences, or conclusions.**
9. References and notes should be written alphabetically as follows:

### **Book:**

Brown, H.D. 2007. Principle of Language Learning and Teaching. New York: Pearson Longman.

**Articles in the book:**

Samad, D. (Eds.). 2012. Menulis Artikel untuk Jurnal ilmiah (Edisi ke-4, cetakan ke-1). Padang: IAIN Press.

**Prosiding:**

Russel, T. 1998. An Alternative Conception: Representing Representation. Dalam P.J. Black & A. Lucas (Eds), Children's informal Ideas in Science (hIm. 62-84). London: Routledge.

**Journal:**

Kansil, C.L. 2002. Orientasi Baru Penyelenggaraan Pendidikan Program Profesional dalam Memenuhi Kebutuhan Dunia Industri. Transpor, XX (4): 57-61.

**Article in Newspaper:**

Pitunov, B. 13 Desember, 2002. Sekolah Unggulan ataukah Sekolah Pengunggulan? Majapahit Pos, hlm. 4 & 11.

**Article in newspaper (anonym):**

Jawa Pos. 22 April, 1995. Wanita Kelas Bawah Lebih Mandiri, hlm.3.

**Legal Documents:**

Pusat Pembinaan dan Pengembangan Bahasa. 1978. Pedoman Penulisan Laporan Penelitian. Jakarta: Depdikbud.

Undang-undang Republik Indonesia Nomor 2 tentang Sistem Pendidikan Nasional 1990. Jakarta. PT. Armas Duta Jaya.

**Translation of the Book:**

Ary, D.; Jacobs, L.C.; & Razavich, A. 1976. Pengantar Penelitian Pendidikan. Terjemahan oleh Arief Furchan. 1982. Surabaya: Usaha Nasional.

**Thesis, Dissertation, Research paper:**

Kuncoro, T. 1996. Pengembangan Kurikulum Pelatihan Magang di STM Nasional Malang Jurusan Bangunan, Program Studi Bangunan Gedung: Suatu Studi Berdasarkan Kebutuhan Dunia Usaha Jasa Konstruksi. Tesis tidak diterbitkan. Malang: PPS IKIP MALANG.

**Paper of Seminar and Workshop:**

Waseso, MG. 2001. Isi dan Format Jurnal Ilmiah. Makalah disajikan dalam Seminar Lokakarya Penulisan Artikel dan Pengelolaan Jurnal Ilmiah, Universitas Lambungmangkurat, Banjarmasin, 9-11 Agustus.

**Internet (individual):**

Hitchcock, S.; Can, L; & Hall, W. 1996. A Survey of STM Online Journals, 1990-1995: The Calm before the Storm, (Online), (<http://journal.ecs.soton.ac.uk/survey/survey.html>, diakses 12 Juni 1996).

**Internet (online journal):**

Kumaidi. 1998. Pengukuran Bekal Awal Belajar dan Pengembangan Tesnya. Jurnal Ilmu Pendidikan. (Online), Jilid 5, No.4, (<http://www.malang.ac.id>, diakses 20 Januari 2000).

**Internet (Discussion Material):**

Wilson, D. 20 November 1995. Summary of Citing Internet Sites. NETTRAIN Discussion List, (Online), ([NETTRAIN@ubvm.cc.buffalo.edu](mailto:NETTRAIN@ubvm.cc.buffalo.edu),diakses 22 November 1995).

**Internet (individual e-mail):**

Naga, D.S. ([ikip-jkt@indo.net.id](mailto:ikip-jkt@indo.net.id)). 1 Oktober 1997. Artikel untuk JIP. E-mail kepada Ali Saukah ([jippsi@mlg.ywcn.or.id](mailto:jippsi@mlg.ywcn.or.id)).

10. **Referencing:** APA style Please see: [www.apastyle.org](http://www.apastyle.org)
11. All submitted papers are subject to review of the editors, editorial board, and blind reviewers. The editors reserve the right to reject manuscripts that are not in accordance with this guideline.
12. All URL addresses in the text are activate.
13. Author of articles published will receive freely one copy of journal and ten off-prints.
14. The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.
15. 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.