1. Articles should be written in American English between approximately 6500-8500 words, including text, all tables and figures, notes, references, and appendices intended for publication.

2. All submissions must include 175 words abstract and five keywords. Quotations, passages, and words in local or foreign languages should be translated into English. *Teosofi: Jurnal Tasawuf dan Pemikiran Islam* accepts only electronic submissions.

3. The writing system for research outcome consists of:

**Title**

The title should not exceed 14 words; it should be clear, concise, and informative. Abbreviations should be avoided.

**Name of the author**

The name of the author is written without any academic degree, followed by the name of author’s institution, located under the title of the article. In case manuscript written by a team, the editor is only in contact with the main author or the first mentioned author. The main author must include his/her correspondence address or email.

**Abstract**

Write down here your paper’s abstract in one paragraph, in the Italic style of font, no more than 180 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.

**Keywords**: mention only specific concepts [word or phrase], 4-5 concepts, truly conceptual words, and not too general ones.

### A. Introduction [the First Section must be “Introduction”; Typed in Bold, List-style with ABCs Alphabets]

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 not to 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 a non-English word. The Arabic word is transliterated based on *Teosofi: Jurnal Tasawuf dan Pemikiran Islam* style, which is available for download in PDF file format [See http://jurnalfuf.uinsby.ac.id/index.php/teosofi/authorGuidelines].

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 you may mention it slightly in one or two sentences if you think you have to do so.

A little bit of exploration of your discussion flows and the expected final results will be good points for closing this introduction section.

B. The First Aspect of the Discussion, As the Second Section

Here you may discuss every aspect of the issue one by one. It is necessary to build an argument and provide original data discussed and compared to other scholars’ research and works. In other words, the way to discuss an issue here is by combining the data and the discussion. So, it is not recommended to separate merely data description from the analysis on it.

Every quotation is written down in a specific way that can be identified as a “quotati[on]” different from your original text. At the end of every quotation, you have to put its reference[s] in the footnote style of Teosofi: Jurnal Tasawuf dan Pemikiran Islam. A reference
must also be put at the end of every citation that paraphrasing ideas from someone’s works. If a citation is taken from a book, it must be like this,\(^1\) and the subsequent citation is like this.\(^2\) A book with volumes\(^3\) cited in a subsequent note;\(^4\) please note that the footnote reference number is placed after [not before] any punctuation. Citations from any previous references, but not subsequently cited, are noted like this.\(^5\) Just mention the last name of the author and the sorted version of the work’s title.

C. The Second Aspect of the Discussion, the Style of Other References

Examples of references other than books are paper in a journal [include the unique ‘doi’ number],\(^6\) or this journal [include the unique ‘doi’ number],\(^7\) websites,\(^8\) magazines and newspapers,\(^9\) book

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2 Ibid., 20.
4 Ibid., II: 5.
Chapters,\textsuperscript{10} a master thesis,\textsuperscript{11} and a Ph.D thesis.\textsuperscript{12} Please provide a complete internet URL whenever available along with the date access (see footnote 8).

D. The Third Aspect of the Discussion, and so on

It is possible to add sections as needed. A section may consist of several sub-sections, typed in bold-italic and numbered list style, like the following example.

1. Sub-Section as Part of its Parent Section

You do not need to add any special indentation in typing body text under the sub-section heading. The body text here is typed, just like any other body text.

2. Another Sub-Section

Although you may need another sub-heading under this “sub-section”, it is strongly not recommended to do so. Instead, please arrange your discussion and explanation in narrative paragraphs. In addition, the listing style of the text paragraph is also not suggested.

2. Figure and Other Illustrations

If you need to include any table, figure, image, or other illustration, please provide a high-resolution picture file as an

\begin{footnotes}
\end{footnotes}
attachment for your submission file. However, we will be very happy if you can convert such illustrations into narratives and do not include any picture in your paper.

E. Concluding Remarks

Please provide here your remarks as a closing statement. It could be a final conclusion from your discussion and analysis and your recommendations for further research projects. In this section, you may give your acknowledgment to people and parties whose supports make your research possible.

F. References

The following examples illustrate the notes and bibliography style. Sample notes show full citations followed by shortened forms that would be used after the first citation. Sample bibliography entries follow the notes. For more details and many more examples, see chapters 16 and 17 of Turabian. (For examples of the same citations using the author-date system, go to Author-Date: Sample Citations.)

1. BOOK

   Notes

   Bibliography Entry

2. CHAPTER OR OTHER PART OF AN EDITED BOOK

   In a note, cite specific pages. In the bibliography, include the page range for the chapter or part.
Note

Bibliography Entry

To cite an edited book as a whole, list the editor(s) first.
Note

Bibliography Entry

3. TRANSLATED BOOK
Note

Bibliography Entry

4. E-BOOK
For books consulted online, include a URL or the name of the database. For other types of e-books, name the format. If no fixed page numbers are available, cite a section title or a chapter or other number in the notes or, if possible, track down a version with fixed page numbers.
Notes

Bibliography Entry
5. THESIS OR DISSERTATION

Note

Bibliography Entry

6. JOURNAL ARTICLE

In a note, cite specific page numbers. In the bibliography, include the page range for the whole article. For articles consulted online, include a URL or the name of the database. Many journal articles list a DOI (Digital Object Identifier). A DOI forms a permanent URL that begins https://doi.org/. This URL is preferable to the URL that appears in your browser’s address bar.

Notes

Bibliography Entry

Journal articles often list many authors, especially in the sciences. If there are four or more authors, list up to ten in the bibliography; in a note, list only the first, followed by et al. (“and others”). For more than ten authors (not shown here), list the first seven in the bibliography, followed by et al.

Note
Bibliography Entry

7. NEWS OR MAGAZINE ARTICLE
Articles from newspapers or news sites, magazines, blogs, and the like are cited similarly. Page numbers, if any, can be cited in a note but are omitted from a bibliography entry. If you consulted the article online, include a URL or the name of the database.

Notes

Bibliography Entry

8. BOOK REVIEW

Note

Bibliography Entry

9. WEBSITE CONTENT
Web pages and other website content can be cited as shown here. For a source that does not list a date of publication, posting, or revision, include an access date (as in the Columbia example).
Notes

Bibliography Entry

10. AUDIOVISUAL CONTENT

Notes

Bibliography Entry

11. SOCIAL MEDIA CONTENT

Citations of content shared through social media can usually be limited to the text (as in the first example below). A note may be added if a more formal citation is needed or to include a link. In rare cases, a bibliography entry may also be appropriate. In place of a title, quote up to the first 160 characters of the post. Comments are cited in reference to the original post.

TEXT
Sloane Crosley offers the following advice: “How to edit: Attack a sentence. Write in the margins. Toss in some arrows. Cross out words. Rewrite them. Circle the whole mess and STET” (@askanyone, Twitter, May 8, 2017).

Notes
Pete Souza (@petesouza), “President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit,” Instagram photo, April 1, 2016, https://www.instagram.com/p/BDrmfXTtNCt/.

Bibliography Entry

12. PERSONAL COMMUNICATION
Personal interviews, correspondence, and other types of personal communications—including email and text messages and direct messages sent through social media—are usually cited in the text or in a note only; they are rarely included in a bibliography.

Notes
Sam Gomez, Facebook message to author, August 1, 2017.
Interview with home health aide, July 31, 2017.

G. TRANSLITERATION
Letters: ’, b, th, j, h, kh, d, dh, r, z, s, sh, š, ð, t, ž, ‘, gh, f, q, l, m, n, h, w, y. Short vowels: a, i, u. Long vowels: ā, ī, ē. Diphthongs: aw, ay. Tā marbūṭā: t. Article: al-. For detailed information on Arabic Romanization, please refer to the transliteration system of the Library of Congress (LC) Guidelines.