

## PJA Series B Instructions to Authors

Manuscripts for publication in the Proceedings of the Japan Academy (PJA), Series B should be prepared and submitted according to the following instructions.

### General Information

#### 1. Aims and scope

The Proceedings of the Japan Academy, Series B was founded in 1912 as the Proceedings of the Imperial Academy by the then Imperial Academy of Japan (now the Japan Academy). The Journal was split to the Proceedings of the Japan Academy, Series A and Series B in 1977. PJA Series B publishes both reviews and original articles in broad fields of natural sciences, such as chemistry, physics, astronomy, earth sciences, biology, engineering, agricultural sciences and medical sciences.\*<sup>1)</sup> Ten issues are published per year. The entire content is now freely available online through J-STAGE (<http://www.jstage.jst.go.jp/browse/pjab>). Its original aim was to publish important scientific achievements emanating from Japan, but it now welcomes contributions internationally from any parts of the world.

\*<sup>1)</sup> For papers in mathematics, please refer to the Notice to Authors of the PJA Ser. A.

#### 2. Categories

PJA Series B publishes articles in the following categories.

- a) **Contributed paper:** Papers written by a member or members of the Japan Academy, including those co-authored by non-members.
- b) **Communicated paper:** Papers written and directly submitted to a member by non-members.
- c) **General Submission:** Papers written and submitted to the Editorial Office of the PJA by non-members.

#### 3. Procedures

Manuscripts of all categories undergo the following procedures for publication:

- a) Submitted manuscripts are evaluated by at least two referees. Editor-in-Chief and the responsible member make the final decision regarding acceptance or rejection after taking into consideration the opinions of the referees.
- b) The responsible member introduces the accepted manuscript at a monthly meeting of the Academy.
- c) After introduction at the meeting, the manuscript will be sent to the press. Authors will be provided with galley proofs.

#### 4. Submission of manuscripts

Manuscripts must be prepared in accordance with the section, "Preparation of Manuscript" below. They can be submitted in one of the three ways; (a) through the online system, (b) as electronic files attached to e-mail messages, or (c) as hard copies through the conventional postal mail service. For speed and efficiency, online submission is encouraged. When submitted either through e-mail or postal mail, a properly filled-in submission form should accompany the manuscripts. The submission form can be obtained either at our web site, <http://www.japan-acad.go.jp/> or from the issue No. 1 of each volume of the PJA Series B.

- a) Online submission. The online submission site is <http://ess.jstage.jst.go.jp/contrib/pjab/initialsubmission/-char/en>. Access the site and follow the instructions provided.
- b) As electronic files attached to e-mail; The address for submission is [proc-b@japan-acad.go.jp](mailto:proc-b@japan-acad.go.jp). For details of acceptable electronic file formats, refer to section 14, "Electronic files" below.

c) As hard copies through postal mail: Send complete duplicate copies and a disk file<sup>\*)</sup> including figures together with a cover letter to;

Editorial Office of the Proceedings of the Japan Academy, Series B  
c/o The Japan Academy, 7-32, Ueno Park, Taito-ku, Tokyo 110-0007, Japan  
Tel: +81-3-3822-2101  
Fax: +81-3-3822-2105

<sup>\*)</sup> A computer disk (e.g. floppy disk, MO, CD-R/RW) containing the final manuscript files should accompany duplicate complete hard copies. Label the disk with the type of computer used, the type of software, and the version number, or mention them in the cover letter.

Authors can also choose to submit manuscripts directly to a member of the Academy either by e-mail or by postal mail. In that case, please inform the editorial office at the time of submission for the record.

#### 5. Policy of returning manuscript

In principle, all copies of the manuscripts, including figures and tables, will not be returned to the author.

#### 6. Reprints

Authors are provided with 50 copies of the reprints of each published paper free of charge. Additional reprints are available at the authors' expense. The reprint order form will be available at the stage of proof reading. Orders are accepted only in the Japanese currency (yen).

#### 7. Ethical considerations

Redundant publication or duplicate submission is not allowed. All authors must have read the final manuscript and have agreed on its submission to the Proceedings of the Japan Academy, Series B. When reporting experiments on human subjects, authors should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national) and with the Helsinki Declaration of 1975, as revised in 2000 (<http://www.wma.net/e/policy/b3.htm>). When reporting experiments on animals, authors should indicate that the institutional and national guidelines for the care and use of laboratory animals were followed. These points should be indicated, when applicable, in the Supplemental Information section of the Submission Form.

#### 8. International Nucleotide Sequence Databases

New nucleotide sequence data must be submitted and deposited in the DDBJ/EMBL/GenBank databases and an accession number obtained before the paper can be accepted for publication. Submission to any one of the three collaborating databanks is sufficient to ensure data entry in all. The accession number should be included in the manuscript as a footnote to the title page. If requested the database will withhold release of the data until publication. Addresses to submit sequence data are as follows: DDBJ: <http://www.ddbj.nig.ac.jp/>; EMBL: <http://www.ebi.ac.uk/embl/Submission/webin.html>; GenBank: <http://www.ncbi.nlm.nih.gov/BankIt/> or <http://www.ncbi.nlm.nih.gov/Sequin/>. For special types of submissions (e.g. genomes, bulk submission etc), additional submission systems are available from the above sites or <http://www.insdc.org/>.

#### 9. Copyright

As a condition for publication in the PJA Series B, the authors are required to transfer the copyright (including all rights provided for in Articles 21 through 28 of the Copyright Law of Japan) of the articles to the Japan Academy. If excerpts from copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the sources in the article. The

authors will retain the right to use all or part of their articles, without fee, in future works of their own. Then, the source (e.g. Proc. Jpn. Acad., Ser. B **80**, 1-6) should be indicated.

## **Preparation of Manuscript**

### 10. Length

Manuscripts should be written clearly and concisely without redundancy or excessive details. No strict limitations in the length are imposed. The general guideline is approximately 10 printed pages for a review article and approximately 6 printed pages for an original article. Shorter manuscripts are also welcome.

### 11. Format of the manuscript

Manuscript should be written on A4 size paper in the single column format.

### 12. Electronic files

- a) In case of online submission, please follow the instruction of the system. The system requires authors to prepare Abstract, Keywords, Affiliation address and manuscript file before submission. The system is designed to reject any 2-byte characters, such as many characters in oriental languages. Spaces, parentheses also can be of 2-byte. If your input is rejected by the system, please carefully examine your text and remove any 2-byte characters.
- b) The text should be prepared using one of the following file formats: text (including Rich Text format), Microsoft Word, TeX source file.
- c) Figures should be saved with a resolution at 300 dpi or higher. Figures in the following formats can be accepted : TIFF, EPS, JPEG, GIF, BMP, Adobe Illustrator, Adobe Photoshop, PDF, Microsoft PowerPoint, Microsoft Word, and Microsoft Excel. If the authors would like to use other file formats, please contact the Editorial Office.
- d) The authors are encouraged to attach corresponding PDF files for each of the above file formats.

### 13. Title page

The title page should carry the following contents. There is no need to repeat the same information on the second page.

- a) The category (i.e. original article, review article)
- b) Title
- c) Full names of all authors
- d) Affiliations, cities, and countries of all authors
- e) Running title (no more than 70 characters including spaces; it will be at the top of each odd-numbered printed page)
- f) Corresponding author's name and the complete address, and when available, e-mail address.
- g) Abstract (no more than 160 words; It must be written in one paragraph)
- h) Keywords (up to 6; each keyword should be divided by commas)
- i) Non-standard abbreviation list

### 14. Manuscript organization

Sections in the manuscript should have bold face headings. The text should start on a new line after the section heading. For subsections and sub-subsections, use bold and italic fonts respectively. The text should continue on the same line after headings in subsections and sub-subsections. Refer to a recent issue of the journal. The paper should be clearly written for diverse readers in different disciplines. If appropriate, the manuscript of an original article should be divided into sections with the following headings:

- a) Introduction
- b) Materials and methods
- c) Results
- d) Discussion

- e) Acknowledgement(s)
- f) References
- g) Figure legends
- h) Tables
- i) Figures

#### 15. Equations

Equations should be numbered sequentially with Arabic numerals within parentheses (e.g. [1], [2]) on the right-hand side.

#### 16. Units and abbreviations

The International System of Units (SI units) is recommended. Abbreviations of units should be given in Roman type. Symbols denoting physical quantities are printed in italics. If the author uses non-standard abbreviations, they should be defined at their first appearance by the full words and the abbreviations in parentheses. Thereafter use the abbreviation only. If there are many abbreviations, they may be listed in a footnote.

#### 17. References

Only references that have been published or accepted for publication in the final form can be cited. Results that are still under consideration for publication can be mentioned only in the text as “personal communications”, “in preparation for publication”, or “submitted for publication” but should not be listed in the Reference list. Citation of publications that are not generally available to the public in libraries or online should be avoided unless essential. When such publications are cited, the author should be prepared to provide a copy when requested by readers.

##### Citation in the text

- a) References should be cited in the text in the order of citations in Arabic numerals in superscript, each followed by a closing parenthesis and a comma between the citation numbers. Consecutive references can be connected by a hyphen. (e.g. <sup>1)-3), 5)</sup>)

##### List of references

- a) All references cited in the text with reference numbers should be listed under the heading, References, after Acknowledgement. In principle, only one reference should be listed under a single reference number. When multiple chapters are cited from a single book, each chapter should be treated as a separate citation and should be listed under its own reference number. Except for entire book citations, the article/chapter titles and both the first and the last page numbers are required.
- b) If there are seven or more authors, only the first six authors should be listed followed by *et al.*
- c) References in journals should be listed according to the following example.

Furuya, S., Ono, K. and Hirabayashi, Y. (1995) Sphingolipid biosynthesis is necessary for dendrite growth and survival of cerebellar Purkinje cells in culture. *J. Neurochem.* **65**, 1551-1561.

Author name: last name first with only the first character capitalized followed by a comma and a space, initials in capital letters followed by a period, a comma and a space, subsequent authors in the same format and the last author name preceded by “and”. Publication year in parentheses. Title of the article. Abbreviated journal name followed by a space. Volume number in bold face

followed by a comma and a space, first and the last page numbers. A period at the end. When the reference has been accepted for publication but not yet appeared, it should be indicated by “in press”.

d) Chapters in multi-authored books should be listed according to the following example.

Sugimura, T., Nagao, M. and Wakabayashi, K. (2000) Complex factors pertinent to human hazard risks. *In Food Borne Carcinogenesis: Heterocyclic Amines* (eds. Nagao, M. and Sugimura, T.). Wiley, New York, pp. 349–359.

Author name: same format as for journal articles. Publication year in parentheses. Title of the chapter. Title of the book preceded by *In*. Name(s) of the editors preceded by ed(s), all in parentheses. Name of the publisher and its location. First and last page numbers preceded by “pp.”.

e) An entire book should be listed according to the following example.

Noyori, R. (1994) *Asymmetric Catalysis in Organic Synthesis*. Wiley, New York.

Author name: same format as for journal articles. Publication year in parentheses. Title of the book. Name of the publisher and its location.

f) For other types of references including those that are available only online, consult examples in recent issues of this journal or inquire the Editorial office.

## 18. Figures

Figures should be clear enough to be used as camera-ready at the desired printed size. Individual figure must be on separate pages and follow references.

- a) Letters and symbols in figures should be large enough to be clearly reproduced.
- b) If submission at final size is not feasible, indicate its desired printed size (cm). Numbers, letters and symbols should be large enough so that they will be legible after reduction. If the size of the figure proposed by the author is considered unsuitable for publication, it may be adjusted appropriately at Editor’s discretion.
- c) Each figure should indicate the first author’s name, title of the manuscript (abbreviated if necessary), figure number, and whether the figure should be printed in color or black and white.
- d) Color figures are printed free of charge only when they are set within one printed page of the journal. Excessive color pages can be printed at the expense of the author.
- e) Figures must be numbered sequentially with Arabic numerals (e.g. Fig. 1, Fig. 2).
- f) The first and the last printed pages should not carry any figures.
- g) Don’t use narrow hatch patterns because they tend to generate moiré patterns.
- h) Also refer “Electronic files” section.

## 19. Tables

The table caption should be placed at the top of the table. Vertical lines should not be used and horizontal lines should be minimized. Tables should be numbered consecutively in the order of their appearance in Arabic numerals (e.g. Table 1, Table 2).

(Revised October, 2009)

\* This instruction may be altered at any time as deemed necessary.