

Information for Contributors

The *Geographical Review of Japan Series B* is an open-access, peer-reviewed, online-only academic journal supported by the members of the Association of Japanese Geographers. The editors of this journal invite original articles, review articles, research notes, progress reports, and book reviews, on any subjects associated with geography.

Submission

The first author must be a member of the Association of Japanese Geographers except in the case of invitation by the editorial board. A manuscript must be an original unpublished work. A manuscript except Book Reviews will go through single-blind peer review process, by multiple reviewers including experts outside the editorial board, and the final decision will be made by the editorial board. After a manuscript has been submitted, the author must not submit or publish the manuscript until the final decision is made by the editorial board.

Manuscripts should be submitted as an electronic file, in the form of a PDF file. An electronic file of a manuscript should be submitted to the editorial board attached to an e-mail with a specified cover letter. All components of the manuscript such as main text, figures, and tables, should be merged into one file. After submission and following peer review, the editors are responsible for deciding whether a paper is to be accepted, and the Association acquires full and exclusive copyright upon its publication. Figures may be reproduced elsewhere with prior approval from the editorial board.

Type of Manuscript

Original Article is a work based on original research, regardless of its length.

Review Article is a survey, research history, discussion, and prospects based on existing literature.

Research Note is a preliminary report that includes sources for Original Article or Review Article, a proposal of a new approach, or a fact that is worthy of publication in this journal.

Progress Report is an article reporting progress and challenges of a research project, that contribute to international debates on a theme.

Book Review is a summary and critique of a published material. The editorial board decides whether to publish the submitted Book Review.

Manuscripts

Manuscripts should be typed double-spaced, on A4 size, leaving adequate margins for reviewers' remarks. All manuscripts except Book Reviews should have the following components

in this order: title page, table of contents, abstract, main text, acknowledgment, notes, references, tables, figures, and lists of tables and figures captions. A manuscript's components should begin from a new page. Page numbers should be given sequentially from abstract to references.

Original Article and Review Article should not exceed 12,000 words, and Research Note and Progress Report should not exceed 9,000 words, including abstract to references, while a book review should be limited to 1,300 words.

Style

Manuscripts should be written in American English spelling. British English spelling may be accepted according to the authors' background or study areas. Words must not be divided at the end of lines. Abbreviations such as e.g., i.e., etc. and et al. should not be italicized. Words and names of languages that do not use alphabet (e.g. Japanese, Chinese, Russian etc.) should be romanized; Japanese should be romanized according to the Hepburn system, without macrons.

Title Page: The Title Page should include information of all authors; full names, affiliations and their addresses, and email addresses.

Abstract: An abstract should not exceed 250 words, and keywords should follow on a separate line.

Main Text: Section headings should be in bold type and set in the center, and sub-section headings should be in bold type and flushed at the left. References should be cited with the author-date system, and with page numbers in case of direct citation. Examples of citations in the text are: (Dennis 1989; Johnston et al. 1994), (Kraus 1995: 101-102), (Morikawa 1990a, 1990b), (Okazaki and Sunamura 1994). Indicate approximately where tables and figures should be inserted, in square brackets in a separate line.

Notes: Notes should be numbered sequentially in the text and listed in a separate section after the text. Notes should be indicated by a superscripted number without parentheses, at the end of a relevant word or before comma or period.

References: References should be listed alphabetically by surname. Bibliography of non-English literature should be given in English only if they have an original bibliographical translation. Otherwise, their bibliography should be given in the original language (romanized where necessary) and optionally, English translations may be given in the parentheses. For literature in Japanese, add signs such as (J) or (JE), standing for "in Japanese," and "in Japanese, with an English summary", respectively, at the end of that item. Similar conventions apply for non-English literature other than Japanese. Examples are:

Dennis, R. 1989. Dismantling the barriers: Past and present in urban Britain. In *Horizons in Human Geography*, ed. D. Gregory and R. Walford, 194-216. London: Macmillan.

GSI. 2017. Feature Exhibition "The World of Hand-drawn Maps", Geospatial Information

Authority of Japan (GSI), 13 July 2017. <http://www.gsi.go.jp/kokusaikoryu/kokusaikoryu-e31019.html> (Retrieved 26 Sept. 2017)

Johnston, R. J., Gregory, D., and Smith, D. M. eds. 1994. *The Dictionary of Human Geography*. 3rd ed. Oxford: Blackwell Publishers.

Kraus, H. 1995. The new view of atmospheric fronts. *Erdkunde* 49: 81-105. (GE)

Morikawa, H. 1990a. Regional urban systems in Japan. *Human Geography* 42: 97-117. (JE)

Morikawa, H. 1990b. *Toshika to toshi shisutemu*. Tokyo: Taimeido. (J)

Okazaki, S. and Sunamura, T. 1994. Quantitative predictions for the position and height of berms. *Geographical Review of Japan* 67B: 101-116.

Tables and Figures: Tables and Figures should be numbered sequentially, e.g., Table 1, Figure 1. Standard width for tables and figures are 5-6.4 cm or 10-13.5 cm, and maximum height is 20 cm including title, caption, and notes. Only horizontal lines should be used in the tables. Notes to variables and values within a table are indicated by superscripted lowercase alphabet (e.g., Population^a; 2,500^b), and listed at the bottom of the table. Color figures may be used when necessary, but monochrome figures are preferred. Figures should be output/scanned as raster or vector images and included in the electronic file. Finer resolution graphics may be requested after acceptance.

Author's Proof Reading

After acceptance of the final submission, the first galley proof will be sent to the first/corresponding author for author's review.

Contact address

Submission and inquiries should be directed to the editorial board at:

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