

Public Interest Incorporated Foundation The Japan Society of Information
and Communication Research

“The Japan Society of Information and Communication Research Journal”
Submission Guideline

1 Handled Fields

Unreleased works possessing details that contribute to the development of industries and academics relating to the fields of information and communication, and are divided into papers and notes as in the following:

“Paper”- its value is recognized from the aspects of originality, novelty, and utility, and is a useful academic research for members of the society

“Note”- works with the purpose of quickly reporting the latest trends of government policies and industries

2 Outline of Writing

- (1) The written language shall be Japanese or English.
- (2) Papers shall be within 20,000 characters (7,500 words in the case of English) including the text, diagrams, annotations, and bibliography. Notes shall be within 12,000 characters (4,500 words in the case of English) including the text, diagrams, annotations, and bibliography. Works that exceed the character/ word limit may not be accepted for submission. Diagrams will be calculated into the character count of the work with the image of the completed print.
- (3) The first page shall be the cover, and a “title” (Japanese/ English), distinction of paper or note, and “points that need to be emphasized” shall be summarized within around 200 characters (75 words in the case of English) and printed.
- (4) The second page shall print an outline (Japanese/ English) of around 400 characters (150 words in the case of English), and also keywords (around 3 to 5) in the final line.
- (5) Annotations shall be summarized at the end of the document, and

enumerated in the order of the annotation numbers.

(6) For references, its name (title of the document), author name (name of the writer), number of volumes, printed page, publisher, published year, and published country for foreign documents shall be mentioned at the end.

(7) In the case of a co-written submission, the main writer must be a member of this society.

(8) Duplicate submissions are not accepted. Refer to “Examples of duplicate submissions” in the Appendix.

3 Outline of Submission

(1) When submitting, the title (Japanese/ English), name, member number, and contact of home or workplace must be specified (name, where the writer belongs to will not be mentioned within the paper or note) on the submission form (separate sheet).

(2) Number of copies to be submitted

Paper/ note 1 copy

Send by attaching a word file or PDF file to an email. Digital data must be enclosed in the case of sending by mail.

4 Submission Deadline

Publication on the June issue By March 1 of the same year

Publication on the September issue By June 1 of the same year

Publication on the December issue By September 1 of the same year

Publication of the March issue By December 1 of the same year

Works may not be published on the desired issue even if submitted within the submission deadline.

5 Place To Be Submitted

JSICR Office

Nittochi Building 11th floor, 1-4-1 Kasumigaseki, Chiyoda-ku, Tokyo, 100-0013

office@jsicr.jp

6 Transcriptions

Submitted papers/ notes shall be reviewed by members of the paper review committee, and a decision will be made by the editorial committee.

7 Copyright

As a general rule, the published papers/ notes shall belong to this society. Moral rights belong to the writer.

8 Others

Papers/ notes that do not meet with the guidelines for writing, submission, or papers/ notes of members that have not paid their annual dues in the year of application, shall not be accepted.

Additional Guideline

This guideline shall take effect from the day of the establishment of the Public Interest Incorporated Foundation of The Japan Society of Information and Communication Research (April 1, 2011).

Additional Guideline

This guideline shall take effect from the day of the establishment of the Public Interest Incorporated Foundation of The Japan Society of Information and Communication Research (September 16, 2016).

Appendix

Examples of duplicate submissions

The examples listed in 1) and 2) are duplicate submissions.

1) Material that has been or will be published in domestic or international academic journals, institutional publications (including university bulletins), or commercial magazines or material that has been or will be submitted to the same

2) Material presented as a paper at an international conference that has been or will be published as a peer-reviewed special issue after the conference, or material that has been or will be submitted to the same

The examples listed in 3) and 4) are not duplicate submissions.

3) When material partially falls under 1) or 2) above but contains a further analysis or new findings, then the section of the material that has been published or is about to be published in another venue by the same author or a third party should be included in the reference section, and the relation and variation between the two pieces should be clearly explained.

4) Material that does not fall under 1), 2), or 3) above but which has been published as (a), (b), or (c) below, or as a translated or revised version of the same, should be included in the reference section, and the relation between the two pieces should be clearly explained.

(a) Collected papers distributed at meetings of this association or other academic associations, academic lectures, international conferences, etc.

(b) Grant reports, etc.

(c) Final papers, master's theses, doctoral dissertations, etc.

Received number *	Received date* Month Day Year	Editorial committee member in charge*
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**The Japan Society of Information and Communication Research
Document Submission Form**

Type	1. Paper 2. Note		Submitted date: Month Date Year
Title (Japanese/ English)	Japanese English		
Writer	Name	Group or organizational affiliation	Member number
Contact	〒 TEL FAX E-Mail		
Submitted	Document pages Text characters/ words Diagrams worth () characters/ words Outline (Japanese) characters Outline (English) words		

* Please submit together with the document. Please do not include your name or affiliation in the paper.

* Please do not write within the bold frames above. They will be used by the office.

