

Detailed Instructions for Submission to Japanese Journal of Agricultural Economics

【Last revised on】

2016.11.20

Article 1. Purpose

These Detailed Instructions shall be established to provide for the details of formats, etc. of manuscripts, in accordance with the Notes to Contributors to Japanese Journal of Agricultural Economics (hereinafter referred to as JJAЕ).

Article 2. Manuscripts

Manuscripts subject to these Detailed Instructions shall be Articles, Research Letters, Symposium Proceedings, and other materials specifically permitted by the Editorial Committee according to the editorial policy. Articles and Research Letters may also include manuscripts submitted in response to requests by JJAЕ Editorial Committee.

Article 3. Proofreading by Native English Speaker

Manuscripts shall be proofread by a native English speaker or a person with equivalent ability before the submission. The fees for proofreading shall be borne by the author(s). For manuscripts of Articles accepted for publication, the Editorial Office shall conduct simple check of grammatical errors. The fees for this check shall be borne by the Agricultural Economics Society of Japan (hereinafter referred to as the “Society”).

Article 4. Manuscripts for Articles and Symposium Proceedings

1. Style

- 1) A manuscript shall be prepared by the Word processing software, written horizontally, double spaced (28 lines per page, 10 to 15 words per line), in one-column on A4-size paper.
- 2) The upper, lower, left and right margins shall be 25mm each.
- 3) Unless otherwise instructed, the font shall be Times New Roman, 11pt.
- 4) A page number shall be inserted in the lower margin of the page. Line numbers shall be inserted in the left margin of the page.

2. Constructs

1) Page 1

A title (a subtitle, if any, shall be added after the main title by inserting a colon), an abstract (about 150 words for an accurate summary of the contents of the manuscript, including its problems, methodologies and conclusion, but not including citation of references), and key words (up to five) shall be included. Do not include the name and affiliation of the author.

2) Page 2 and after

Write the contents in the order of main text, bibliography and figures/tables.

3. Length of manuscript at the time of initial submission (including figures/tables)

Articles shall be no more than 40 pages in accordance with the format prescribed in Article 4, paragraph (1).

4. Headings

Headings such as sections, subsections and paragraphs shall be written in Times New Roman, 11pt, bold style. The numbers used for the headings shall be as follows:

Section: 1. 2. ...

Subsection: 1) 2) ...

Paragraph: (1) (2) ...

5. Notes

Notes in the main text shall be described in the footnotes. In the main text, a footnote number with an ending parenthesis shall be inserted in superscript. For example, footnote No. 1 shall be indicated as “1⁾”. In the footnote, a number without a superscript, for example, “1),” shall be used.

6. Citation of references

For citing literature in the main text, footnotes and figures/tables, the published year (western calendar) shall be indicated in parentheses after the family name of the author. If there are two authors, use “and” between their family names. If there are three or more authors, indicate only the first author’s family name, and omit the other authors’ names by indicating “et al.” The same shall apply to citations from the author’s own literature. If there are two or more sources written by the same author(s) and published in the same year, such sources shall be distinguished by adding “a, b, c...” after the published years. The citation of a part of the contents of literature shall be made in accordance with the following example.

Example: “... affected” (Tanaka, 2000: p.15)

Suzuki et al. (2005: p.2) argue, “....”

7. Indications and units

Units shall be indicated using marks, such as kg, %, m, ha. Numbers shall be indicated in accordance with the following example: 1,000,000 tons shall be indicated as 1 million tons (or 1 mil. tons), \$1,000,000,000 shall be indicated as \$1 billion (or \$1 bil.)

8. Mathematical Formulae

For mathematical formulae, serial numbers for the entire main text shall be assigned. Mathematical formulae shall be indicated in a manner so that differences, such as between scalars and vectors, or between variables and parameters, can be distinguished.

9. Bibliography

The entire bibliography shall be indicated after the heading “References.” The bibliography shall be prepared in alphabetical order by the family names of authors. If there are two or more sources written by the same author, the chronologically earlier published source shall appear first. If there

are two or more sources written by the same author and published in the same year, such sources shall be distinguished by adding “a, b, c....” after the published years. The style of indication shall be as follows:

1) Citation from journals

Kuwata, F. (2004) An Empirical Study of the GOL Model for Agricultural Products Trade, *International Journal of Rural Economics* 13(1): 1-11.

2) Citation from book (single-authorship/co-authorship)

Geode, C. and T. R. Kompson (1983) *Applied Production Economics: Theory and Application*, APOT Press.

3) Citation of chapter of a book (edited book)

Berogman, T. E. and W. K. Destwanger (2005) The Role of Information in Applied Consumption Analysis, in A. K. Weisman, ed., *Economics of Consumer Behavior*, White University Press, 111-133.

4) Information publicized on a website (the publication year can be omitted if it is unknown)

U.S. Department of Agriculture (2014) *Agricultural Act of 2014: Highlights and Implications*, <http://www.ers.usda.gov/agricultural-act-of-2014-highlights-and-implications.html> (accessed on October 1, 2014).

10. Figures/tables

Do not insert figures/tables in the main text. Each figure/table shall be prepared on one separate page. The space for inserting a figure/table shall be indicated in the right margin of the main text. Figures/tables, drawn in black and white, shall be clear and obvious, and the title shall be a precise and concrete expression of the contents. Serial numbers for figures/tables, such as “Figure 1. . . .,” “Table 1. . . .,” shall be inserted before the titles of each figure/table. The title shall be placed above the table or below the figure.

11. Additional Remarks

Additional remarks may be added between the main text and bibliography if it is required to do so, or for the purpose of acknowledgement. However, no acknowledgment shall be made for JJAEE Editorial Committee, reviewers, or a direct superior in the author’s affiliation, such as the author’s supervising teacher. The additional remarks shall be inserted at the time of submission of the final manuscript.

12. Publication charge

1) The publication charge shall be free if the first and the corresponding authors of the manuscript are members of the Society.

2) Except for the case specified in 1), the publication charge shall be 8,500 yen; provided, however, that in the case of a student who does not satisfy 1), the publication charge shall be 4,250 yen.

Article 5. Manuscripts for Research Letters

1. Style

1) A manuscript shall be written horizontally on A4-size paper. The part before the main text shall be in one-column format (46 lines per page, 96 letters per line). The main text shall be in two-column format (46 lines per page, 48 letters per line, 2 columns).

2) The upper/lower margins shall be 25mm, and left/right margins shall be 20mm.

3) Figures/tables, drawn in black and white, shall be centered in each column, if such figure/table can fit into one column. If the figure/table is larger than the width of one column, it shall be centered between two columns. In either case, do not insert text between the figure/table and the margins. Lay out the figure/table so that it will not enter into the margin space.

2. Structure of a manuscript

A manuscript shall be prepared using the “Template for Manuscript.” Make sure that the manuscript satisfies the following requirements:

1) Place the title aligned to the center (Times New Roman, 14pt, bold style). A subtitle, if any, shall be added after the main title by inserting a colon.

2) Insert one line.

3) Place the author’s name, which shall not be shown before the determination of acceptance for publication, aligned to the center (Times New Roman, 14pt, bold style).

After the author’s name, put the affiliation number in superscript. If there are two or more authors, insert commas between the authors’ names. For a corresponding author, put the asterisk “*” after the affiliation number.

4) Insert one line.

5) An abstract should be up to 100 words, fully justified, using the Times New Roman, 10pt.

6) Insert one line.

7) Key words should be up to three words. Write “Key words:” in Arial 10pt, followed by the three words separated by commas in Times New Roman, 10pt.

8) Insert one line.

9) Heading of each section should be aligned to the center using the Times New Roman, 10.5pt, bold style.

10) Main text should be written using the Times New Roman, 10pt.

3. Length of Manuscripts

From the time of initial submission to the determination of acceptance for publication, Research Letters shall in principle be 4 pages long, and 6 pages at the maximum. No Research Letters of 3 pages or less in length shall be accepted.

4. Notes

1) Affiliation and corresponding authors shall be indicated in the footnote after the determination of acceptance for publication. The affiliation should be first indicated, with the relevant author’s number in superscript written at the beginning of the affiliation (Times New Roman, 9pt). If there are two or

more affiliations to indicate, start a new line and continue. Next, insert an email address of corresponding author's (Write "Corresponding author *:" followed by the email address of the relevant person)

(2) All notes in the main text shall be described in the footnotes (Times New Roman, 9pt). A footnote number with an ending parenthesis shall be inserted in superscript. For example, footnote No. 1 shall be indicated as "1)".

5. Headings

Headings shall be used in accordance with Article 4, paragraph 4. However, the style shall be Times New Roman, 10.5pt, bold.

6. Citation of references

Citation of references shall be made in accordance with Article 4, paragraph 6. However, the style shall be Times New Roman, 10pt.

7. Indications and units

Indications and units shall be used in accordance with Article 4, paragraph 7. However, the style shall be Times New Roman, 10pt.

8. Mathematical Formulae

Mathematical formulae shall be used in accordance with Article 4, paragraph 8). However, the style shall be Times New Roman, about 10pt.

9. Bibliography

A bibliography shall be created in accordance with Article 4, paragraph 9). However, the style shall be Times New Roman, 10pt.

10. Additional Remarks

Research funds may be indicated in the additional remarks only if the manuscript was prepared with the use of the research funds and it is required to indicate such research funds upon the publication of the research outcome.

11. Publication charge

The publication charge shall be 20,000 yen for a 4-page long paper, 30,000 yen for a 5-page, and 50,000 yen for a 6-page. Such fees shall be paid to the Secretariat of the Society before the publication.

Article 6. Offprints

Twenty complimentary copies of the offprint of the published Article and Symposium Proceedings will be provided to the author(s). If the author(s) wishes to obtain twenty-one copies or more, the author is required to pay a fee for the extra copies. In such case, the author shall order the number of copies when the author(s) carries out proofreading.

Article 7. Amendment

Amendments to these Detailed Instructions shall be decided by the Editorial Committee, and shall be publicized on the Society's website.

Supplementary Provision

These Detailed Instructions shall be applied starting from the manuscripts published in Vol. 85, No. 2 (September 2013).

Supplementary Provision

1. These Instructions shall be applied to the manuscripts submitted to Articles, Research Letters, and Symposium Proceedings on or after November 1, 2014.
2. Regardless of the above paragraph, these instructions shall be applied to the English manuscripts accepted to the Journal of Rural Economics, Special Issue 2014 as Research Letters in the JJRE.

Supplementary Provisions

These Instructions shall take effect as of March 29, 2016.