

# 『人口学研究』原稿執筆要領

## *Manuscript Instructions for JINKOGAKU KENKYU ( the Journal of Population Studies) translated from 20220416 ed.*

1. The manuscript should be word-processed horizontally on A4-size paper.
2. The title should be concise and fit in one line. The subtitle should also fit in one line.
3. Divide the article's main body with appropriate section and subsection headings.  
The headings should be as follows:  
Section 1. 2. 3.  
Subsection 1) 2) 3) or 1.1 1.2 1.3...  
Sub-subsection a b c or 1.1.1 1.1.2 1.1.3...  
No number is necessary for "Introduction" and "Conclusion".
4. Figures and tables should be inserted in appropriate places in the text or submitted in a separate file. In the latter case, the place of insertion should be indicated in the text.  
  
Figures and tables are numbered consecutively. Give each figure or table its title. Be sure to indicate the "Unit" and "Source" or "Material". The "Source" refers to cases where the original figures are used as they are, and the "Material" refers to cases where the original figures have been processed. When figures and tables are taken from other works, the source should be noted under the figures. Permission for use should be obtained from the original author or copyright holder, if necessary. In tables, if there is no corresponding item or the numerical value is unknown, use ...; if there is no numerical value, use - (hyphen).
5. The citation of texts from other works should be limited to 70 words per citation and should indicate if it is from the original or translation.
6. The "Notes" and "References" should be placed separately at the end of the text.
  - 6.1 The "Notes" are numbered consecutively, e.g. (1), (2),...
  - 6.2 The place in the text where the "Notes" appear should be indicated by a number in parentheses and superscripts on the right.
  - 6.3 In the "References" section, only those cited in the text should be listed. List references alphabetically by author's last name without separating them by language. The articles by the same author should be listed in order of the year and month of publication.

6.4 To cite a reference, the author's last name and the year of publication should be indicated in the text, figures, and tables. The same applies to the second time onwards. When incorporated into the text: (e.g.) Tachi (1963) is cited by Samuelson (1964); when quoted in parentheses: (e.g.) (Tachi 1963), (Minami 1960, Tachi 1963).

6.4.1 References to the same author for the same year should be accompanied by a, b... (e.g.) Nakagawa 1940a, Nakagawa 1940b

6.4.2 In the case of two authors, indicate with "and". When there are three or more authors, state the first author and abbreviate others using "et al."  
(e.g.) Ishikawa and Inoue (2001), Bongaarts and Bulatao (1999), Ueda et al. (1930), Davis et al. (1956)

6.4.3 An appropriate alternative method should be used in cases where the author's name is long, anonymous, or the year of publication is unknown.

7. The "References" should follow the style below.

(No.7.1 refers only to articles in Japanese.)

## 7.2 Japanese articles

7.2.1 Single publication: author, year of publication, English title (italics), (series), publisher, [In Japanese].  
(e.g.) Ministry of Health, Labour and Welfare, 2017, *Special Report on the Vital Statistics in 2017: The Summary of Statistics about Marriage*, Ministry of Health, Labour and Welfare. [In Japanese] ^

7.2.2 References in a single volume: authors' names, year of publication, "Title of the article in English," editor's name, title in italics, publisher, page, [In Japanese]. If there is no English title, it should be written in Roman characters.  
(e.g.) Ohta, Kiyoshi, 2010, "Income Inequality: Among Individuals, Scale of Company, and Industry", Higuchi, Yoshio and Economic and Social Research Institute, eds., *Labour Market and Income Inequality*, Keio University Press, pp.319–368. [In Japanese]

7.2.3 References in journals: authors' names, year of publication, "Title in English," name of the journal in English (in italics), volume number, pages, [In Japanese] If the name of the journal or journal in English does not exist, it should be written in Roman characters.  
(e.g.) Higuchi, Yoshio and Sato, Kazuma, 2015, "Commonalities in Employment, Wage and Inequality Data of Developed Countries: Is Japan Unique?", *Mita Business Review*, 58–1, pp.15–36. [In Japanese]

## 7.3 Non-Japanese articles

The authors' last names should be listed in alphabetical order. Japanese translations, if any, should be given in parentheses (optional).

7.3.1 Single authored Book: author's name, year of publication, book title (in *italics*), place of publication, publisher.

(e.g.) Samuelson, Paul A., 1964, *Economics: An Introductory Analysis*, 6th ed. New York, McGraw-Hill.

7.3.2 Articles in a book: author(s), year of publication, "title of the article," editors, book title (in *Italics*), Publisher, page number.

(e.g.) Chakravarty, Sastra and Echaus, Robert S., 1961, "Choice Elements in International Planning", Rosenstein-Rodan, Paul N. ed., *Capital Formation and Economic Development*, London, Allen & Unwin, pp.68-82.

7.3.3 Journal articles: author(s), publisher, "title of the article," journal title (*italics*), volume number, page numbers.

(e.g.) Lokanathan, Paul S., 1968, "Regional Co-Operation and Development", *Indian Economic Journal*, 15-13, pp. 396-398.

7.4 For works accepted for publication but have yet to be published, the date or year of issue should be followed by (forthcoming).

(No.8 and 9 apply only to articles in Japanese)

\*Translated based on ***Instructions 20220416 ed.*** In case of discrepancies (due to the version and/or translation), the Japanese version takes precedence. Instructions that apply only to Japanese manuscripts are not included.

# 『人口学研究』 投稿規定

## *Rules for Submission of Manuscripts* *JINKOGAKU KENKYU (the Journal of Population Studies),* *translated from 20240510 ed.* *Editorial Board of the Population Association of Japan*

I. The Editorial Board of the Population Association of Japan hereby prescribes the "Rules for Submission of Manuscripts" based on the "Editorial Rules for Manuscripts" (hereafter abbreviated as "Editorial Rules").

II. Members of the Association (Population Association of Japan) may submit manuscripts to the Editorial Board as specified in III of the Editorial Rules.

Only members of the Population Association of Japan can submit manuscripts (see III of the Editorial Rules). Manuscripts can be submitted to the Editorial Board at any time.

III. Originality must be ensured in the preparation of the manuscripts. Plagiarism or other infringement of others' copyrights must not be tolerated. Manuscripts must not contain fabricated or falsified information.

IV *JINKOGAKU KENKYU* is an open-access journal. There are no submission or publication fees.

V Manuscripts, as defined in III of the Editorial Rules, must be submitted in an editable electronic version, such as Word, and all manuscripts must use A4-size paper.

(V(1) applies only to Japanese articles.)

(2) The maximum number of pages for an English manuscript should be as follows, depending on the submission type. The finished printing is expected to be 700 words per page.

Submission type:

Research Papers: 14,000 words---20 printed pages including headings, English and Japanese (optional) abstracts.

Research Notes: 7,700 words---11 printed pages including headings, English and Japanese (optional) abstracts.

Special Articles: 7,700 words---11 printed pages including headings, English and Japanese (optional) abstracts.

Tutorials: 4,200 words---6 printed pages including headings, English and Japanese (optional) abstracts.

(3) The sizes of figures and tables should be within the limit of 700 English words per page.

VI. For an English manuscript, the Japanese title, name, and affiliation of the author(s) should be given in addition to the English ones (optional).

VII. Research papers/notes, special articles, and tutorials should be accompanied by an English abstract (max. 300 words) and a Japanese abstract (max. 1,200 characters, including title, authors, etc., on one printed page). (Japanese abstract is optional)

VIII. Manuscripts should be written according to the "Manuscript instructions for *JINKOGAKU KENKYU* (*the Journal of Population Studies*), translated from 20220416 ed."

IX. After the abstract, provide a maximum of five keywords describing the manuscript's content for research papers/notes, special articles, and tutorials.

X. Manuscripts of research papers/notes, special articles, and tutorials must be sent to the Editorial Board (jps-editor@paoj.org) by mail with the "Manuscript description for the JINKOGAKU KENKYU."

XI. As a rule, substantial revisions at the proofreading stage are not permitted.

XII. The authors can request off-prints when they return the first proof (up to 100 copies free of charge for authors of research papers/notes, special articles, and tutorials).

XIII. Research papers/notes, special articles, and tutorials may be published early on J-STAGE after the editorial board's final acceptance of the manuscript. Please contact the Editorial Board if you wish to request early publication.

\*Translated based on ***Rules for Submission of Manuscripts (May 20, 2024 version)***. Rules that apply only to Japanese manuscripts are not included. In case of discrepancies (due to the version and/or translation), the Japanese version takes precedence.

# 『人口学研究』 編集規定

## *Editorial Rules for JINKOGAKU KENKYU (the Journal of Population Studies), translated from 20240520 ed. Editorial Board of the Population Association of Japan*

I. The Population Association of Japan establishes the Editorial Board of the Population Association of Japan (hereafter, the Editorial Board) and edits and publishes the official journal of the Association, *JINKOGAKU KENKYU (the Journal of Population Studies)* (hereafter, the Journal).

II. The Journal is, in principle, published once a year and distributed to members who fulfill membership dues. The Editorial Board may designate a distributor to distribute the journal to non-members.

III. The manuscript types are as follows.

Research Papers: Full and original research papers on population studies.

Research Notes: Papers on population studies, either experimental or in the middle of a research project.

Special Articles: Papers compiled from panel or thematic sessions at the Population Association of Japan's annual or regional meetings.

Tutorials: Commentaries on materials, techniques, etc., helpful in conducting research and teaching population studies.

Trends: Papers aimed to review specific fields in demography or introduce population research trends.

Book Reviews: Articles evaluating the contents of books related to population studies.

Short Book Reviews: Short articles introducing and briefly evaluating books related to population studies.

Other Articles: Articles considered necessary by the Editorial Board.

IV. The authors of the journal articles must be members of the society. The editorial board may request non-members to write manuscripts as necessary. Joint authorship with non-members is permitted, but in this case, the first author must be a member of the association.

V. All the contents of the journal articles must be unpublished. Oral/poster presentations at conferences and non-refereed working papers, reports, and papers registered in the preprint server are considered unpublished.

VI. The Editorial Board decides on the publication in the Journal. The Editorial Board decides whether to publish the research papers, research notes, and tutorials in section III based on the feedback from reviewers chosen by the Chair of the Editorial Board.

VII. Manuscripts (see types in III) should be prepared in Japanese or English.

VIII . In preparation for manuscripts, the authors should follow the *Rules for Submission of Manuscripts JINKOGAKU KENKYU (the Journal of Population Studies)*

IX. The Journal will not pay manuscript fees.

X. The Editorial Board may charge the authors for additional costs if the number of pages exceeds what is specified in the "Rules for Submission of Manuscripts," figures and tables require special printing or long texts are added during the proofreading stage.

XI. The Population Association of Japan reserves all rights to the papers in the Journal. However, the authors have the author's personal rights. If authors wish to use copyrighted work, they must make a prior written request to the Editorial Board and follow their instructions. Authors are responsible for any issues related to documents and figures cited in their works.

XII. The Population Association of Japan has the right to digitize and publish journal articles online.

\*Translated based on *Editorial Rules for JINKOGAKU KENKYU (May 20, 2024 version)*. In case of discrepancies (due to the version and/or translation), the Japanese version takes precedence.