

Warm Regional Society of Animal Science, Japan
Guideline for Article Submission

Established October 20, 2018

1. The Journal of Warm Regional Society of Animal Science, Japan includes the academic researches and technologies related to livestock and grasslands in the warm regions in Japan. The articles are divided into four categories as follows: 1) Original Articles (Full Paper, Short Communication and Technical Note), 2) Technical Information, 3) Review Articles, 4) Research Reports, and 5) Summaries of Annual Meeting and Symposium. This Journal is published twice in a year where the Original Article, Review Article and Research Report are basically published in the first issue. Summaries of Annual Meeting and Symposium are published in the second issue together with other articles.
2. The requirements for a manuscript submission are as follows:
 - 1) The first author should be a member, who pays the annual membership fee.
However, non-member co-authors could be included in the manuscript.
 - 2) When the first author is a student member, the corresponding author, who is a member of this society, should be his/her supervisor.
3. The Original Articles and Technical Information are submitted by the authors' initiatives; however, the 'Review Articles' and the 'Research Reports' are requested by the editorial board for the submission.
4. The Original Articles should have valuable contents in terms of Animal Science and Grassland Science, and be compliant with the guidelines of the Journal, including new findings based on creative research, which has not been published in other Journals. The 'Technical Note' must include the technology and information that contribute widely to the development of stockbreeding and related industries.

5. The 'Technical Information' includes practical items, introducing new varieties, farm visits, literature reviews and so on.
6. The 'Research Reports' includes the current situation of animal husbandry in a prefecture where the latest annual meeting will be held, or describes the research subjects of a research institution. In Addition, the editorial board requests a newsletter on a laboratory of a University, Kyushu Okinawa Agricultural Research Center or Research center of each prefecture.
7. Summaries of Annual Meeting and Symposium should be prepared by the presenters according to the guidelines of the Meeting Information.
8. The acceptance of the Original Articles is decided by the editorial board after completion of the review by expert reviewers.
9. The publication of Original Articles are in the order of 'Full Paper', 'Short Communication' and 'Technical Note' after acceptance.
10. The copyright of the article published in this Journal belongs to the Warm Regional Society of Animal Science, Japan. The author(s) must submit the format of the copyright transfer agreement.
11. Original Article must be written according to the following rules:
 - 1) Write in Japanese or English.
 - 2) The first page (title page) of the manuscript should include the title, author name(s), affiliation(s), abbreviated title, corresponding author's name, affiliation, address, with phone number and e-mail address. The numbers of figures, tables and the pages are also needed to mention on this page.
 - 3) The manuscript title should stand-alone without any line number.
 - 4) The composition of Full Paper will be in the order of title page, abstract, main text (including acknowledgment), references, figures and tables. Japanese manuscript needs the English abstract and English manuscript is needed to include the Japanese

abstracts. The printed page must be less than 6 pages, where the Japanese text is about 2000 characters in one page and 900 words in English.

- 5) The Short Communication and Technical Note are in the order of title, author name(s), affiliation, summary, main text, references, figures and tables. The printed page must be less than 3 pages.
- 6) The manuscript should be prepared using computer software. Microsoft Office is recommended for it. The manuscript must be submitted by an electronic medium (CD, USB memory, etc.) with the necessary information of abbreviated title, corresponding author's name, software name and its version including the name of the operating system.
- 7) Be aware of the following points:
 - (1) In the Japanese manuscript, figures and tables can be created in English.
 - (2) English manuscript or English part such as title, abstract, figure legends or explanation of tables should be by expert in English. It is recommended to have the manuscript been checked by the English editing service. When the editorial board considers it is necessary, the author has to ask an English editing service to correct the English in the manuscript with his/her expense.
- 8) The numerical letters must be used 'Arabic numerals.' SI unit is basically used as the unit of abbreviation.
- 9) References include academic journals, books, research reports in research institutes, Universities, etc., bulletins, patents and electronic materials. Abstracts or summaries of annual meetings or seminars cannot be cited.
- 10) How to cite the references in the main text and the description of the reference lists shall refer the guide for authors.
- 11) For figures, photographs and tables, follow the rules given below:
 - (1) Make the original figures so that it can be photoengraving as it is.
 - (2) Figure legends should be written in separate sheet and attached at the end of the manuscript together with figures.
 - (3) Prepare the necessary number of clear photographs.
 - (4) Create a table on each A4 size sheet or a grid sheet.
 - (5) If the original figures are inappropriate for platemaking, the editorial board may request the publisher for the modification when the cost will be paid by the author.

- 12) Specify the place of insertion of figures, tables, etc. in the text.
 - 13) The abstract shall be written with the following rules:
 - (1) In the Japanese manuscript, the abstract shall be within 400 letters and English summary within 400 words is also needed. However, 'Short Communication' and 'Technical Note' do not need an English summary.
 - (2) The English manuscript needs the summary up to 200 words with a Japanese abstract up to 600 letters. However, 'Short Communication' and 'Technical Note' do not need a Japanese abstract.
 - (3) The abstract shall be in the order of title, author name, affiliation and abstract.
 - (4) The abstract should be described not only with the purpose, method and results but also a conclusion is needed.
 - 14) Abbreviated title should be written in 15 letters or less in Japanese manuscript, and within 6 words in English manuscript. The title is described on the cover page of the manuscript.
 - 15) Keywords are up to 5 and put them after the abstract.
 - 16) Accepted manuscript may be modified by the editorial board in order to unify the appearance.
 - 17) The author should submit the manuscript by an electronic record medium containing one copy of the manuscript.
12. Technical Information should be written as follows:
- 1) It is desirable to confirm to the style of original article, but the author can write it in his/her style if it is difficult. However, the editorial board may modify the format upon acceptance, if necessary.
 - 2) The printed page should be about 3 pages.
 - 3) The author must submit the manuscript by the electronic record medium.
 - 4) If any special order is needed for the publication, the author must inform it to the editorial board beforehand.
13. The page charge is basically free. However, the author must pay the fee of excess pages and a special designation such as color photograph.
14. The author can order the reprints at the time of proofreading by the author's expense.
15. The rules of proofreading are as follows:
- 1) The proofreading by author is just once.

- 2) At the time of proofreading, addition, deletion or transfer of sentences is not permitted.
- 3) The proofreading manuscript must be returned by the specified deadline.
16. Manuscripts under review belong to the editorial board. However, the editorial board does not take responsible for any accident, such as loss during mailing.
17. The author must send the manuscript to the editorial board of the Warm Regional Society of Animal Science, Japan, by a simple registered mail, or attached files in email. The delivery address and e-mail address of editorial board will be indicated at the end of the "guide for authors (Toukou-no-Tebiki)".
18. The amendment of this guideline shall be made with the assents of the board of trustees and the plenary meeting of the society after the decision by the editorial board.

Appendix

This guideline established on October 20, 2018.