

Instructions for Authors

1. Contents of journal

The “Japanese Journal of Applied Statistics” (hereinafter, referred to as “the journal”) publishes papers that describe the design and modeling of experiments, observations of stochastic phenomena, and analyses of observed data in fields relevant to nature, humanity, society, and technology. Papers thought to have practical applications to the real world are also published in the journal.

2. Categories of manuscripts

Manuscripts submitted to the journal are classified into research papers, comprehensive reviews, short notes, statistical algorithms, forums, and source materials. Authors must choose one of these classifications when submitting a manuscript.

- For research papers, it is considered appropriate to undertake the challenge of solving a current important problem, develop a new field for application of existing methods, present an interesting analysis result, create a novel technique, or lay the groundwork for a new perspective in analysis and formulation.
- For comprehensive reviews, it is desirable to view the latest status of the research mentioned above, provide evaluations, or highlight future topics.
- For statistical algorithms, it is suitable to provide readers with lists of subroutines and short programs relevant to useful calculations and analysis methods, or employ manuals and actual examples that can be easily utilized by readers of the journal.
- For short notes, though they are very brief and not original, it is appropriate to call attention to problems on the verge of being forgotten, or raise awareness of realities that may have been overlooked.
- For forums, it is desirable to introduce or record many ongoing activities in the field of statistics, including debates about basic statistical concepts, statistical systems, or statistical education.
- For source materials, it is appropriate to offer information on some educational significance, such as typical examples of adoption of statistical methods, examples that have generated debate about interpretation of results, or examples that should be historically recorded.

3. Author qualifications

Except for special cases approved by the Editorial Committee, at least one of the contributing authors must belong to the Applied Statistics Society either as a regular member or a student member.

4. Manuscript submission

Both a blinded manuscript (i.e. the manuscript without the authors’ names or other identifying information) and an unblinded manuscript should be submitted in PDF, PostScript or Microsoft Word format. All the fonts used in the PDF file should be embedded. Attach an electronic file of the manuscript to an e-mail, addressed to the Secretariat of the Applied Statistics Society: applstat@sinfonica.or.jp. Authors must prepare the manuscript for publication by using the Latex2e style file which is downloadable at <http://www.applstat.gr.jp/>, and send it to the Editor-in-Chief of the Journal.

5. Manuscript restrictions

- The manuscript to be submitted should be as clear and concise as possible.
- If the manuscript is long, the Editorial Committee may instruct the author to make it shorter.
- The manuscript must not be a duplication of material published previously or under consideration for publication elsewhere.
- In describing statistical algorithms, the manuscript must use standard expressions and simple language as much as possible.

6. Writing manuscripts

Manuscripts must be written either in Japanese or English. With manuscripts written in Japanese, the title in English and English keywords must be attached, along with about 200 words English abstract. Keywords should be written in alphabetic order; words and phrases contained in the title should not be included in the keywords. If the title is more than seven words in length, authors must include in the manuscript a short title of less than seven words for use in the heading. Manuscripts are to be created using standard A4 size paper, with Japanese notations in “Mincho” font, and English text in Times New Roman or an equivalent font.

References are to be listed at the end of the paper in alphabetic order of author’s name. If a reference is directly cited in the text (rather than being referenced by number), write “author’s name (year of publication)” as reference information. When citing a paper with three or more authors, the reference in the text should consist of “lead author’s name (year of publication).” If questions arise regarding writing manuscripts, please refer to previously published issues of the journal.

7. Refereeing of manuscripts and decision to accept or reject

The Editor-in-Chief appoints referees for all submitted manuscripts and entrusts the refereeing process to them. The decision to accept or reject a manuscript submitted to the journal is decided by the Editorial Committee, based on the opinions of the referees. Authors requested to revise the manuscript by the Editorial Committee should return the corrected manuscript to the Editor-in-Chief within one month. If the manuscript is not returned within one month and there is no communication from the authors, the Editorial Committee will assume that the manuscript has been withdrawn from consideration.

8. Proofs

Authors of an accepted manuscript are required to provide the tex source file as well as related digital files of figures etc. Authors would be charged for color art at cost price. Authors may read the proof twice as a general rule. In the author proofreading process, in principle, such changes as deletion, insertion, or correction of illustrations (figures) and words or phrases are not condoned, apart from correcting printing errors. Authors are to return the proofread manuscript to the Editor-in-Chief within one week after receiving the proof. If the authors fail to return the proof by the deadline, the Editor-in-Chief retains the right to use the journal’s proof as the final version. If necessary for consistency with the journal, the Editor-in-Chief may request authors to correct or revise some of the terminology used in the manuscript. Moreover, regarding accepted manuscripts, if necessary and feasible, authors may be requested to provide an electronic version of the manuscript.

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