

## Instructions for Authors

(Revised May 19, 2014)

### I. Scope and Policy

#### 1. General Information

The Journal of the Ceramic Society of Japan (JCS-Japan) publishes original experimental and theoretical research and reviews on ceramic science, ceramic materials, and related fields, including composites and hybrids. JCS-Japan welcomes manuscripts concerning both fundamental and applied research.

Submission of a manuscript to JCS-Japan implies that the work has not been published, and is not under consideration for publication elsewhere, including electronic journals in English or another language, and that its publication has been approved by all the authors.

#### 2. Author Qualifications

Submissions to JCS-Japan are open to both members and non-members of the Ceramic Society of Japan.

#### 3. Copyright

The copyright of articles published in JCS-Japan belongs to the Ceramic Society of Japan. A completed copyright transfer form must be submitted by the author(s) before an article's publication. Requests for reproductions or translations should be sent to the Editorial Office

#### 4. Types of Articles

4.1. JCS-Japan publishes five types of articles; (1) Full papers, (2) Reviews, (3) Technical reports, (4) Notes, and (5) Express letters.

4.1.1. **Full papers** should describe original and complete research.

4.1.2. **Reviews** should be comprehensive manuscripts in a topical area of the science and technology of ceramics or a related field, and should

discuss the literature from a personal perspective.

- 4.1.3. **Technical reports** should contain valuable data for development of processing, evaluation, and application of ceramics or related materials, including raw materials, shaping, sintering, testing, production technology, ceramic-related devices, and databases.
- 4.1.4. **Notes** are manuscripts, that might not be suitable for publication as full papers but that contain new and important findings and conclusions.
- 4.1.5. **Express letters** should describe original research containing important and valuable findings or ideas whose publication is urgent. The author(s) should explain the reasons for urgent publication in the cover letter.
- 4.2. Manuscripts should be written in either Japanese or English, except for Express letters, which should be written in English only. Manuscripts written in Japanese will, however, be published in a supplement to the Journal.

## 5. Submission of Manuscripts

- 5.1. All manuscripts should be submitted electronically *via* the web site (<http://mc.manuscriptcentral.com/jcsj>). Templates for JCS-Japan are available on the Journal's web site, but their use by authors is optional. Authors are guided step-by-step through file creation and file uploading upon submission to the web site. A single PDF file is created automatically at the end of the submission procedure for use in the peer-review process. A supplementary file must also be uploaded upon electrical manuscript submission. The supplementary file is considered to be a part of the publication, and will be made available on the Journal site upon publication.

## 6. Peer-review Process

- 6.1. Each manuscript submitted to JCS-Japan is assigned to an Associate Editor and sent to an external reviewer.
- 6.2. Authors are encouraged to recommend preferred (or undesirable)

Associate Editor(s) and reviewer(s).

- 6.3. The submission date is the date on which a manuscript is received by the Editorial Office.
- 6.4. The Editor-in-Chief makes decisions on acceptance or rejection of manuscripts based on the Associate Editor's recommendation. The acceptance date is the date on which the final official letter of acceptance is sent to the corresponding author by the Editor-in-Chief.
- 6.5. The Editorial Office can require authors to change the Type of Article after the peer-review of a manuscript.
- 6.6. The Editorial Office will check for spelling and grammatical errors and the style of figures and tables, and additional editing may be performed accordingly. Authors may be asked to submit revised figures if they do not meet the requirements.
- 6.7. If the revised manuscript is not received within two months after the notice of revision, the manuscript will be considered to have been withdrawn, unless the authors inform the Editorial Office otherwise.

## 7. Page Charges

Page charges are required for publication. The page charges vary according to member qualifications. Corresponding authors will receive a free PDF file with cover. The page charges are shown in the table at the bottom of this document. Reprints are available upon request, and the fees listed in the table are charged.

Number of Pages	1	2	3	4	5	6
Member	¥30,000	¥30,000	¥30,000	¥40,000	¥50,000	¥60,000
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Non-member	50	¥20,000	¥21,000	¥22,000	¥23,000	¥13,000

## II. Preparation of Manuscripts

### 1. Length of Manuscripts

Manuscripts should be of the following lengths:

- (1) Full Papers: Not limited, but preferably 5 Journal pages or less
- (2) Reviews: Not limited, but preferably 10 Journal pages or less
- (3) Technical reports: Not limited but preferably 5 Journal pages or less
- (4) Notes: 3 Journal pages or less
- (5) Express letters: Not limited, but preferably 3 Journal pages or less

### 2. Page Format

2.1. Manuscripts should be prepared using a word-processing application in an A4 or Letter size page format. Appropriate margins should be set at the top, bottom, left, and right edges of the document. Authors should use double spacing, unless they utilize the templates.

2.2. The paper size should be A4 or US Letter size. The number of Journal pages can be estimated using the template available on the submission web site, but it can also be estimated using the following settings.

- 1) For articles in English, one Journal page corresponds to 5.3 manuscript pages consisting of 10-13 words x 26 lines.
- 2) For articles in Japanese, one Journal page corresponds to 5.7 manuscript pages consisting of 28 Japanese full-width letters x 20 lines.

### 3. Article Structure

Manuscripts for articles except Notes and Express letters should be divided into multiple sections (Notes and Express letters should not be divided into sections). The standard presentation order is as follows: Title, Authors, Authors' affiliations, Abstract (less than 300 words), Keywords (5-8 words), Introduction, Theory (optional), Experimental procedures, Results, Discussion, Conclusions (or Summary), Acknowledgements (optional), References, Figure captions and Tables. Sections can be divided into two or more subsections. Sections and subsections should be indicated as shown in the following example.

### 3. Results

#### 3.1 Crystal structure

When templates are employed, figures, figure captions, and tables are embedded in the main text.

#### 4. Substance

A chemical formula, substance name, or mineral name may be used for a substance. Abbreviations may be used, but they should be defined upon their first appearance.

#### 5. Mathematical Equations

Mathematical equations should be expressed as shown in the following examples:

$$\frac{a}{b}, \frac{c+d}{a+b} \quad (1)$$

Equations embedded in a line should instead be expressed as shown in the following examples:  $a/b$  and/or  $(a + b)/(c + d)$ .

#### 6. References and Footnotes

References should be numbered in the order in which they appear in the manuscript and indicated as follows: <sup>1, 2)</sup>, or <sup>1-5)</sup>. All references should be listed at the end of the text in the order of numbering. Titles of periodicals should be abbreviated in accordance with the ISI Journal Title Abbreviations. Using of footnotes is not recommended; the information should be included in the text.

[Examples]

- 1) T. J. Garino and H. K. Bowen, *J. Am. Ceram. Soc.*, **73**, 251-257 (1990).
- 2) J. Nishino, Y. Shiohara and S. Tanaka, *J. Ceram. Soc. Japan*, **100**, 138-143 (1992).
- 3) R. K. Iler, "Ceramic Chemical Processing", Ed. by L. L. Hench and D. R. Ulrich, Wiley-Interscience, New York (1986) pp.3-20.

- 4) Y. Ukyo, N. Sugiyama and S. Wada, *Proc. 1st Int. Symp. on the Science of Engineering Ceramics*, Aug. 3-8, Tokyo, Japan, (1991) pp. 141-145.

## 7. Symbols and Units

- 7.1. SI units should be used in the Journal. SI base units, SI-prefixed units, and SI-derived units (including SI supplementary units) are summarized in Tables 1 and 2.

The following instructions clarify the use of units of measure:

- 7.1.1. Compound units as products of two or more units should be expressed as follows:

Examples: N • m or Nm

- 7.1.2. Compound units derived by division should be expressed as follows:

Examples: m • s<sup>-1</sup>, m/s

- 7.1.3. The solidus must not be repeated on the same line if parentheses are not used:

Examples: m/s<sup>2</sup> or (m/s)/s, but not m/s/s

- 7.2. The following units for axis labels in figures and column headings in tables are recommended:

- 7.2.1. Names of physical quantities and units of measure should be set in Roman face, whereas symbols should be set in italic type. Superscripts and subscripts are generally set in Roman face, but italic type subscripts are appropriate if a combination of a symbol and the subscript is required to express the physical quantity (e.g., *C<sub>p</sub>* (heat capacity at constant pressure)).

- 7.2.2. Physical quantities are expressed as products of numerical values and units. Thus, all the values in tables and figures should be dimensionless.

[Examples]

- 1) The standard style is "[Quantity name]/[Unit of measure]", as in :  
Temperature/K

- 2) An optional style is "[Quantity name], [Quantity symbol]/[Unit of

measure]", as in: Temperature,  $T/K$

- 3) If the physical quantity possesses no appropriate name or can be expressed only with a complex name, the style "[Quantity symbol (or mathematical expression)]/[Unit of measure]" can be used, as in:  $T^{-1}/10^{-3}K^{-1}$

## 8. Figures

- 8.1. Figures should be numbered in a single sequence and referred to in text and captions as Fig. 1, Fig. 2, etc. Figure captions should not be too concise and should be understandable without reading the text. A separate list of figure captions should be provided after the References. Authors should indicate the place where figures should appear in the main text, unless they utilize the templates. The width of figures will be reduced to less than 8 cm for publication. Lines and marks should be drawn boldly to ensure clear reproduction. Fonts should be in the preferable size for Journal pages. A variety of file formats, such as TIFF, JPEG, PNG, EPS, are acceptable (see instructions on the submission web site) The resolution of figures for publication should be equal to or higher than 300 dpi over an 8 cm column width, and authors are encouraged to submit figures in color. The resolution of photographs, such as macro, SEM, or TEM images, should be equal to or higher than 600 dpi over an 8 cm column width.
- 8.2. A graphic for the Table of Contents showing the most attractive feature of the research in pictorial form should be presented on a separate sheet. The graphic can be different from the figures in the manuscript and will be printed in color. The resolution of the graphic for publication should be equal to or higher than 300 dpi in an area of 2 cm (H) x 5 cm (W).
- 8.3. The total size of the data should be less than 20 MB. Please note that digital files with on filename extensions cannot be uploaded: exe, com, shs, vbs, zip, or lzw.

## 9. Tables

Tables should be typed on separate sheets at the end of the manuscript. Tables should be numbered in a single sequence and referred to in the text and title as Table 1, Table 2, etc. The table titles should not be too concise and should be understandable without reading the text. Column headings should be as concise as possible, and explanatory information should be presented as footnotes to the tables. Authors should indicate the place where tables appear in the main text, unless they utilize the templates.

#### 10. Awards

Several full papers and reviews among those submitted will be chosen each year for “Award of the Outstanding Papers Published in the Journal of The Ceramic Society of Japan” and “Award of the Outstanding Reviews Published in the Journal of The Ceramic Society of Japan.” At least one of the authors of full papers or reviews receiving awards must be a member of the Ceramic Society of Japan.