

# ESJ Manuscript Submission Guidelines

*Educational Studies in Japan* (ESJ) welcomes manuscripts related to the topics of particular special issues, as well as general submissions in all fields and disciplines of educational research. ESJ aims to connect the Japanese educational research community with its international counterparts. Although many articles therefore deal with aspects of education within Japan, the journal also welcomes papers that are not directly or primarily Japan-related. All manuscripts received, whether unsolicited or from invited contributors, are subjected to a double-blind reviewing procedure.

In addition to research papers, ESJ also publishes shorter research notes. These are concise introductory analyses of historical or contemporary issues of relevance to education; some may report on 'research in progress', while others may be extended 'think pieces'. While research notes are also subject to peer review, they are not recognized as refereed articles.

These guidelines thus apply to all categories of paper: invited submissions to themed special issues; general paper submissions; and research notes.

## **Language:**

Articles should be written in English. Contributors whose native language is not English must have their manuscripts revised with the assistance of an English speaker of native-level proficiency.

## **Ethical responsibilities:**

Importantly, prospective contributors are *not* allowed to submit a paper that has already been published in, or is currently under review by, any journal or book in English, Japanese, or any other language. If contributors have published, or submitted for publication, a paper on a subject closely related to that of their ESJ submission, they are requested send it together with their manuscript. By the same token, a literal English translation of a paper previously published in another language cannot be accepted, but an article that has been significantly modified and adapted to an English-language readership may be deemed acceptable: here too, the reviewers will need to see a copy of the original article.

## **Length:**

Research papers should be a maximum of 6,000 words long, including figures, notes, and references. (Research notes should be 2,000-3,000 words long.)

## **Title page:**

A separate title page should be provided along with the manuscript. This should include (1) the title of the paper, (2) subtitle (if any), (3) the name(s) of the author(s), (4) their affiliation(s) and email address(es), (5) an abstract (100-200 words), and (6) up to five keywords. If the submission is a research note, please write <<Research Note>> at the top of the title page.

**Format:**

- 1) In the title of the paper, all words except for articles, prepositions and conjunctions should begin with an upper case letter. The subtitle (if any) should be prefixed by a colon <:>.
- 2) Please use Arabic numbers to denote the sections of the paper.
- 3) References should be listed after the text. Please follow the APA (American Psychological Association) citation style.
- 4) If you use books or articles written in languages other than English, please indicate the original language of the publication at the end of each reference as shown in the example below.

Huang, J. (1982). *Philosophy of education*. Beijing: Beijing Normal University Press.  
(Published in Chinese)

- 5) If you use Japanese words (e.g. *Kokusaiika*), the Japanese (and other non-English) words must be *italicised*, and care taken to ensure that the style and spelling of any such transcriptions are consistent throughout the manuscript.
- 6) If you have additional notes, please insert these as endnotes rather than footnotes. Endnotes will be inserted between the main body of the text and the list of references.

**Online submission:**

Articles should be sent to the JERA by electric submission ([edit-jsse@etude.ocn.ne.jp](mailto:edit-jsse@etude.ocn.ne.jp)), in MS-Word (.doc, .docx) format or Rich Text Format (.rtf).

**Deadline:**

All manuscripts for Education Studies in Japan No. 12 should be received by September 15, 2017.