

# Japanese Journal of Veterinary Dermatology

## Instructions for Authors

1. Submissions to the *Japanese Journal of Veterinary Dermatology* for unpublished texts in animal dermatology and related fields will be sorted into full papers, brief notes, case reports, reviews and letters. However, these submission categories are subject to change by the Editorial Board. For submitted manuscripts that do not belong to any of the above categories, the Editorial Board may create a category specially for such submission.

For papers in which Japanese authors are included in the author list, a Japanese summary, Japanese keywords (in Japanese alphabetical order) and running head is to be entered for English full papers, brief notes and case reports corresponding to each submission category. The Japanese title, author names and affiliations are also to be indicated.

2. The Editorial Board will review the paper to decide whether it will be published in the Journal, with the Editorial Board chairman making the decision. The Board will not accept submissions with ethical issues regarding the handling of animals.
3. Paper submissions to the Journal are not limited to members of the Japanese Society of Veterinary Dermatology.

#### 4. Submission Guidelines

##### **General**

- 1) One hard copy of the manuscript is to be submitted with all figures and tables. One CD with the text, figures and tables is also to be submitted. No submissions will be accepted on USB memory sticks.
- 2) Alternatively, manuscripts may be submitted by email in place of a hard copy and CD. Such submissions shall be addressed to the Editorial Office at [jjvd@jsvd.jp](mailto:jjvd@jsvd.jp). Be advised that manuscript files over 2 MB in size cannot be received by email.
- 3) English manuscripts are to use double-spaced A4 size in portrait layout with sufficient margins throughout. One printed page will contain approximately 870 words if it does not contain any figures or tables.
- 4) Manuscripts should be submitted in Microsoft Word format or rich text format. Figures are to be created in high resolution (1024 × 768 resolution or higher) and compressed in JPEG format for submission. Microsoft Excel or Word is recommended for creating tables.
- 5) Scientific names are to be clearly identified with either italics or underlining.
- 6) Arabic numerals are to be used for numbers. Units and abbreviations for weights and measures are to generally be displayed as given below with no

period put after the symbols. Use the following units and common abbreviations: m, cm, mm,  $\mu\text{m}$ , nm, pm,  $\text{cm}^2$ , l (liter), ml (milliliter),  $\mu\text{l}$  (microliter), kg, g, mg,  $\mu\text{g}$ , ng, pg, rpm, cal, Kcal, %, SD, and SE (standard error). When using other abbreviations, give the definition in the first instance and use the abbreviation for subsequent instances. e.g.: systemic lupus erythematosus (SLE)

- 7) For drug names, use the common name with the product, company, and city names and country in parentheses.
- 8) Put page numbers on the center bottom of manuscript pages, starting with the title page numbered as page 1.
- 9) Figures and tables
  - i. Do not use vertically oriented tables.
  - ii. Figures (including pictures), tables and captions are to be grouped separate from the manuscript with place markers in red lettering given clearly within the actual manuscript.
  - iii. Captions for figures and tables should be formatted as Fig. 1, Table 1, etc. Give scales or final magnifications of figures of tissue images.
  - iv. When the manuscript is submitted by airmail, originals of figures and tables are to be clearly recorded in black ink on blank paper. Pictures can be color or monochrome. For submission, a hard copy of pictures is to be lightly affixed to backing material with picture orientation clearly marked. As picture size will be determined during the editing stage, no size should be specified at the time of submission.
  - v. Be careful not to fold the original manuscripts, and figures and pictures when submitting them by airmail.
- 10) Writing references

References are to be written in the format given below, numbered in alphabetical order by the last name of the first author listed, and listed together at the end of the manuscript. Journal entries should have the author name, year, article title, journal title, volume, starting page and ending page. Book entries should have author name, year, chapter title, pages quoted (starting page and ending page), book title, edition (with editor), publisher name, and place of publication. Within the manuscript, quotes should be denoted with 1), 3–5, 7), etc.

Reference examples:

- 1) Nagata, M. 2009. Canine Papillomaviruses. pp. 443–446. *In*: Kirk's Current Veterinary Therapy XIV (Bonagura, J.D. and Twedt, D.C. eds), Elsevier Saunders, St. Louis.
- 2) Yoon, J.S., Nishifuji, K., Sasaki, A., Ide, K., Ishikawa, J., Yoshihara, T. and Iwasaki, T.

2011. Alteration of stratum corneum ceramide profiles in spontaneous canine model of atopic dermatitis. *Exp. Dermatol.* 20: 732–736.

- 11) English proofreading  
When authors whose first language is not English submit only an English copy of their manuscript, they are required to attach a certificate issued by an English proofreading company certifying that the English has been proofread. English papers which have not been proofread may not be accepted.

#### **Full Papers**

- 1) On the first page, enter the title, author(s)' full name(s), affiliations, contact address, phone and fax number, and email address.
- 2) On the second page, give a summary (within 250 words), keywords (five or less, in alphabetical order) and a running head (within 55 characters).
- 3) From the third page on, give the introduction, materials and methods, results, discussion, (acknowledgements), references, tables, and figures, in that order. If Japanese authors are listed, also attach a double-spaced Japanese summary (within 600 characters) and Japanese keywords (five or less) in Japanese alphabetical order along with a Japanese title, Japanese author names, and the Japanese names of affiliated organizations. Names of places other than in Japan and non-Japanese persons should be left in the language of origin or Romanized. Manuscripts should be five pages or less when printed.

#### **Reviews**

Reviews are comprehensive summaries of research, or of theoretical or technical knowledge. They should be limited in commentary as much as possible.

- 1) On the first page, enter the title, author(s)' full name(s), affiliations, keywords (five or less, in alphabetical order), running head (within 55 characters). If Japanese authors are listed also attach Japanese title, author names, Japanese names of affiliated organizations, Japanese keywords, contact address, phone and fax numbers, and email address. Names of places other than in Japan and non-Japanese persons should be left in the language of origin or Romanized.
- 2) From the second page on, enter the body of the paper. There are no specific rules for organization of items, so the author can freely organize the paper. Give the acknowledgements, references, tables, and figures after the main text, and in that order.
- 3) Manuscripts should be six pages or less when printed.

#### **Case Reports and Brief notes**

Case reports and Brief notes are for clinical cases and research that can be reported in a simpler format.

- 1) On the first page, enter the same information required for full papers.

- 2) On the second page, give a summary (within 120 words), keywords (three or less, in alphabetical order) and a running head (within 55 characters).
- 3) From the third page on for case reports, divide content into an introduction, case report, and discussion items, giving them in that order. No such divisions are to be made in brief reports. Give the acknowledgements, references, tables, and figures after the main text, and in that order.
- 4) As with full papers, also attach a double-spaced Japanese summary (within 250 characters) and Japanese keywords in Japanese alphabetical order along with a Japanese title, Japanese author names, and the Japanese names of affiliated organizations if Japanese authors are listed. Names of places other than in Japan and non-Japanese persons should be left in the language of origin or Romanized.
- 5) Limit references to around 10 sources and omit the titles.

References example:

- 1) Nagata, M. 2009. pp. 443–446. *In: Kirk's Current Veterinary Therapy XIV* (Bonagura, J.D. and Twedt, D.C. eds), Elsevier Saunders, St. Louis.
- 2) Yoon, J.S., Nishifuji, K., Sasaki, A., Ide, K., Ishikawa, J., Yoshihara, T. and Iwasaki, T. 2011. *Exp. Dermatol.* 20: 732–736.
- 6) Manuscripts should be four pages or less when printed.

#### **Letters**

Letters are for matters which can be reported in simpler format than full papers or case reports, such as new insights on examinations, diagnoses, medical treatment, and other techniques and brief descriptions of interesting clinical experiences.

- 1) On the first page, enter the same information required for full papers.
- 2) From the second page on, give the main text without division. Give the acknowledgements, tables, and figures after the body, and in that order.
- 3) If Japanese authors are listed also attach Japanese title, author names, Japanese names of affiliated organizations, Japanese keywords, contact address, phone and fax numbers, and email address. Names of places other than in Japan and non-Japanese persons should be left in the language of origin or Romanized.
- 4) Limit references to five sources or less and omit the titles.

Reference example:

- 1) Nagata, M. 2009. pp. 443–446. *In: Kirk's Current Veterinary Therapy XIV* (Bonagura, J.D. and Twedt, D.C. eds), Elsevier Saunders, St. Louis.
- 2) Yoon, J.S., Nishifuji, K., Sasaki, A., Ide, K., Ishikawa, J., Yoshihara, T. and Iwasaki, T. 2011. *Exp. Dermatol.* 20: 732–736.
- 5) Manuscripts should be two pages or less when printed.

5. There are do no listing fees, but authors should ensure manuscripts not exceed the page over limits of each format.
6. When accepted manuscripts are published, the Editorial Board will handle ordering of articles, editing and proofreading. The author will be responsible for the first proof; no changes in content are allowed during proofing.
7. Paper manuscripts submitted to the Journal will not be returned.
8. Papers are generally published in order of completion of evaluation.
9. The Journal is issued four times annually: March, June, September, and December.
10. Inquiries on manuscripts and other details, as well as manuscripts themselves, should be addressed to the Japanese Society of Veterinary Dermatology Editorial Office.  
Send manuscripts to the following address:

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Japanese Society of Veterinary Dermatology Editorial  
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E mail: jjvd@jsvd.jp

11. Copyright for papers published in the Journal belong to the Japanese Society of Veterinary Dermatology.
12. Authors are to submit a **Consent to Submit to “The Japanese Journal of Veterinary Dermatology”** at time of submission. It can be submitted by either airmail (original document) or email (scanned PDF file).
13. These provisions went into effect on June 1, 2002.

Supplementary provision:

These provisions were amended on August 30, 2011.  
These provisions were amended on May 22, 2012.