

Journal of Environmental Chemistry

manuscript submission guidelines

(Requirement of the authors)

- 1 Submissions should be made by Society members. Editorial Board may decide to invite contribution from non-Society members when necessary regardless of the restriction above.

(Scope of the journal manuscript)

- 2 The manuscript must be on a topic related to environmental chemistry. Papers that have been previously published or are associated with advertising for commercial gain shall not be accepted.

(Manuscript acceptance/rejection)

- 3 The acceptance or rejection of a manuscript for publication shall be decided by the Editorial Board through a process of peer review by multiple reviewers for original articles and review articles. For research notes, survey reports, and technical reports, the Editorial Board will make a decision through a process of appropriate review. For a feature articles, the decision will be based on the examination and judgment of the Editorial Board on the quality of manuscript.

(Manuscript corrections)

- 4 The Editorial Board, based on the recommendations of the review committee, may return the manuscript to the author with a request for rewriting or corrections. If the revised manuscript is not resubmitted at maximum within 3 months of such a request, it will be regarded as being withdrawn by the author.

(Format requirements)

- 5 Manuscripts must comply with the following format requirements.
 - (1) The manuscript for submission should be formatted with 40 lines of 38 characters (in Japanese) per line on each A4 page. The total number of characters, including captions in tables and figures. And original and review articles, and research notes, survey reports and technical reports should be no more than 15,000 characters (in Japanese). Note that for figures and tables, a 1-column set up (approximate size vertical:horizontal=1:1) is equivalent to 500 characters, and a 2-column set up (size about 1:2) is equivalent to about 1,200 characters (in Japanese). For English manuscripts those numbers will be 5,000 words in total, 150 words as equivalent of figures/tables of 1-column setup, and 300 words as equivalent of figures/tables of 2-column setup.
 - (2) Manuscripts shall be submitted using the electronic manuscript submission system (J-STAGE "Environmental Chemistry" URL: <https://www.jstage.jst.go.jp/browse/jec/-char/ja>). Submitted manuscripts should be in a PDF format. After the review process is completed, the final manuscript shall be submitted in a Microsoft Word format, or appropriate. For tables and figures, as needed, these may be submit-

ted as Microsoft Word, Excel, or PowerPoint files, PDF or JPEG format. The file size uploading should be smaller than 20 MB in total. In principle, manuscripts shall be submitted via the internet using the electronic manuscript submission system. If you have difficulty using the internet, contact the editorial office. When submitting a manuscript, refer to the instructions for using the electronic manuscript submission system.

- (3) The first page of the manuscript should contain the paper title, as well as the names, affiliations, addresses, phone numbers and fax numbers of all authors. The title, the names, addresses and affiliations for all authors should be noted in both English and Japanese. Indicate the Corresponding author with an asterisk (*).
- (4) The order of the manuscript sections for a report for publication or research note is as follows: English abstract (Summary), Introduction, Methods, Results, Discussion, Acknowledgements, Japanese abstract, References, Tables, Figure legends, Figures and photographs. The figure and table titles as well as the figure legends should be written in English.
- (5) There should be 3 to 5 keywords listed after the manuscript Summary. Enter keywords using lowercase characters, except for proper nouns.
- (6) For reports for original articles, review articles, research notes, survey reports, technical reports and feature articles, should include a Japanese abstract (within about 500 characters) and an English abstract (Summary, within about 300 words).
- (7) Use the Toyo Kanji (officially recognized character set) and modern katakana for Japanese articles.
- (8) For Japanese manuscript, after each new line character (hard line feed) is entered, the start of the following line must be a white space of one character.
- (9) The manuscript must have page numbers and line numbers.
- (10) In principle, English text, Greek text, numbers and symbols should be shown using an English alphanumeric font (single byte character set). Avoid the use of special fonts, and select a font that is widely used. Clearly indicate capital letters, small letters, italic font, superscripts and subscripts.
- (11) In principle, SI units shall be used, except in cases where the units are specifically noted (appendix 1). In principle, units should be indicated using single-byte characters, and when the unit indication is placed after a numerical value there should be a one character white space between the number and the unit indication. (This white space is not required in the case of a double-byte character like "°C".)
- (12) When using an uncommon symbol or term (included foreign words), include an explanatory note.
- (13) As shown in the examples below, references must be listed in the order of Author name(s), Title, Journal name, Volume

number, Page number, and Year for journal articles, Author name(s), Title of the referenced article, Page number, Book title, Book editor (author), Publisher, Location of publication, Year of publication for book article.

- (14) The author names in English should be listed last name first, followed by a comma and the initial(s) (with periods) of given names. If there are several authors, separate the names by commas (,) and insert the word “and” before the name of the last author listed. After the author name(s), insert a colon (:), then, enter the title and sub-title followed by a period (.) Insert commas (,) between all other information items. Book titles should be enclosed by brackets (「 」 for Japanese books) or quotation marks (“ ” for Western books).
- (15) Use the western calendar to indicate the year of publication. Do not include the character [年].
- (16) The names of English language journals should be indicated in italics, and the volume number must be indicated in bold. If the journal does not use sequential page numbering across issues, the issue No. must also be indicated.

[Examples of format for references]

- 1) 赤石智美, 村山 等, 松谷 亮, 高橋 司, 庭野健太, 旗本尚樹: 阿賀野川で発生した異臭事案とその原因物質について, *環境化学*, **27**, 29–34 (2017)
 - 2) Kadokami, K., Tanada, K., Taneda, K. and Nakagawa, K.: Novel gas chromatography-mass spectrometry database for automatic identification and quantification of micropollutants. *J. Chromatogr. A*, **1089**, 219–226 (2005)
 - 3) Behera, S.N., Xian, H. and Balasubramanian, R.: Human health risk associated with exposure to toxic elements in mainstream and sidestream cigarette smoke. *Sci. Total Environ.*, **472**, 947–956 (2014)
 - 4) 安原昭夫, 金子 実: 廃棄物の安全管理, pp.100–107, 「研究のためのセーフティサイエンスガイド」, 東京理科大学安全教育企画委員会編, 朝倉書店, 東京 (2012)
 - 5) Friedlander, S.K.: Convective diffusion: Effects of finite particle diameter and external force fields. pp58–93, “Smoke, Dust, and Haze: Fundamentals of aerosol dynamics, 2nd edition”. Oxford university press (2000)
 - 6) 環境省: 「生物応答を利用した排水管理手法の活用について」に関する意見募集結果の概要, http://www.env.go.jp/press/seibutsu_conf06/ref02.pdf, 2018年2月14日現在
- (17) Figures (of a size that can be inserted onto an A4 page) and photographs must be clear and at an adequate resolution (a resolution of 300 dpi or better at the time of printing.)
 - (18) Figures, Tables, and Photographs must be numbered and labeled with a title (in English)
 - (19) All figures, tables and photographs should be one of the following 3 sizes: Fits into one column or across two-columns of 2-column A4 page, or fills an entire page. The author must specify a size for each of the figures, tables and photographs. As a rule, items that do not conform to any of the 3

indicated sizes shall not be accepted.

- (20) The specified size during printing for a table as specified in item (19) will be determined using the same font size and line spacing as the main text.
- (21) The positions at which the figures, tables and photographs will be decided by the Editorial Board.

(Author's proof check)

- 6 The proof check by the author will be performed once for each original manuscript. After the author receives a pdf file for proofing the proofreading must be completed promptly and returned before the deadline.

(Reprints and PDF files of manuscripts)

- 7 The author will receive PDF files of original articles, review articles, research notes, survey reports, technical reports, and the other feature articles. Reprints will be printed at the request of the author, and it is assumed that the author will pay the necessary fees in accordance with the regulations of the Society.

(Copyright)

- 8 The author assumes the copyrights for manuscripts printed in the Society Journal under conditions licensed by Creative Commons (CC, URL: <https://creativecommons.org/>).
- (1) The author (or submitting author in the case of multiple signatures) shall decide a type of CC license to apply to the article submit a copyright transfer consent form to the Editorial Board when a paper is accepted for publication. The author must pay attention that the CC license once be applied it can not be changed.
- (2) The author can select only one CC license in 1. Attribution (CC BY), 2. Attribution ShareAlike (CC BY-SA), 3 Attribution-NonCommercial (CC BY-NC), 4. Attribution-NonCommercial-ShareAlike (CC BY-NC-SA) and 5. Attribution-NonCommercial-NoDerivs (CC BY-NC-ND).

(Publication Rights)

- 9 The Society assumes the publication rights for manuscripts printed in the Society Journal.
The author (or submitting author in the case of multiple signatures) shall submit a publication rights grant consent form to the Editorial Board when a paper is accepted for publication.

(Ethical Compliance)

- 10 For research involving samples from human sources, there must be a statement that approval has been obtained from the institution with which the author is affiliated or from an external ethics review committee. For research involving animal experiments using mammals, there must be a statement that approval has been obtained from the institution with which the author is affiliated or from an external ethics review committee.

(Transitional measures)

- 11 The provisions shall apply from January 1, 2020. For published reports posted prior to the application of these guidelines, the previous guidelines (September 2018 revision) shall apply

throughout until the completion of the review and publication.

(Date of effect)

- 12 These guidelines are effective as of January 1, 2020.
Partially revised October 1, 1992
Partially revised October 1, 2007
Revised February 1, 2010
Partially revised March 24, 2011
Revised June 23, 2014
Partially revised September 22, 2014
Partially revised September 20, 2018

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Table 1 Unit descriptions

The following table refers to the example of unit description of environmental chemistry.

Unit in this document	Other corresponding unit
L	ℓ, dm ³
μg/g etc. (Other corresponding units can be used if necessary)	μg·g ⁻¹
Unit for molecular ion: M ⁺	M ⁺