

Instructions to authors

*Journal of Protistology*

March 2018

### **General information**

*Journal of Protistology (JP)* is an open access journal officially published by the Japan Society of Protistology (JSP). *JP* aims to publish research related to any field of protistology and to provide a forum for scientists to discuss broad aspects of protists. All papers accepted by *JP* are peer-reviewed and published online only. No publication charges are levied.

*JP* was launched in January 2018 as an international journal following an overhaul of *The Japanese Journal of Protozoology*, the former official journal of the JSP that was continuously published since 1968.

### **Manuscript types**

*JP* publishes Regular Articles, Reviews, and Commentaries. Regular Articles report unpublished findings that are not under consideration for publication elsewhere. Reviews summarize specific aspects of previous research in protistology. Commentaries are designed to discuss recently published topics or to present new and challenging ideas. Although manuscripts submitted under all three categories should be written concisely, there are no restrictions on the word count, the number of figures, or the amount of supplementary data.

All submitted manuscripts will be reviewed by two or more experts in the field, even when the manuscript is an invited article. The editors will make a final decision based on the judgments of the reviewers. Manuscripts will be returned to authors without undergoing peer review if they are not prepared appropriately e.g., if their subject matter falls outside the focus of the journal or if their layout does not conform to the journal format.

## **License**

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## **Manuscript preparation and submission**

It is the authors' responsibility to ensure that their manuscript is clearly written and grammatically correct. The editors strongly recommend non-native English-speaking authors ask an English-speaking colleague to proofread their manuscript or use a professional English editing service prior to submission.

For the initial submission of a manuscript, authors must prepare a single PDF file containing the manuscript text, tables, and figures. The file size should be less than 10 MB. Each figure should be provided with its legend on the same page. Authors may submit supplementary information as separate files in PDF, TXT, JPEG, TIFF, MOV, MP4, or MPG format. Each file should be less than 50 MB. For the final submission of a revised manuscript, authors must prepare a Microsoft Word file containing the manuscript text, tables, and figure legends, and separately prepare high-quality figure files in TIFF, JPEG, EPS, or PDF format.

The PDF file for the initial submission should be emailed as an attachment to the Editor-in-Chief, Dr. Masafumi Hirono, at the following address: [hirono@hosei.ac.jp](mailto:hirono@hosei.ac.jp). Supplementary information files larger than 10 MB should not be sent by e-mail. Upon request, the editors will offer several ways to submit such files using web storage applications. When submitting a Regular Article, the authors can briefly discuss the importance of their article in the e-mail.

## **Manuscript organization and formatting**

Authors should prepare text using 12-point font, double line spacing, a margin of 2.5 cm on all sides, and a page size of A4. All pages and lines of text should be numbered successively.

A Regular Article should be organized as follows: (1) Title, Author(s), Affiliation(s) and Address(es), Running Title, and Keywords; (2) SUMMARY; (3) INTRODUCTION; (4) MATERIALS AND METHODS; (5) RESULTS; (6) DISCUSSION; (7) ACKNOWLEDGMENTS; (8) REFERENCES; (9) TABLES; (10) FIGURES and FIGURE LEGENDS, and (11) SUPPLEMENTARY INFORMATION (optional). The authors may modify this organization if necessary to clarify the presentation. There are no restrictions concerning the style of Reviews and Commentaries.

The first page of the manuscript should include the Title, Author(s), Address(es), a Running Title (50 characters or less, including spaces), Keywords (3–10 words or phrases that are not included in the title), details of the corresponding author (name, telephone and fax numbers, and e-mail address), and any footnotes. Authors with different affiliations should be identified using a superscript number linking the name and affiliation.

The SUMMARY should be a single paragraph not exceeding 250 words on the second page of the manuscript.

## **References**

Each reference must be cited in the text using the surname(s) of the author(s) and the year of publication.

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### **Examples**

Two authors

(Numata & Watanabe, 1982) or Numata and Watanabe (1982)

More than two authors

(Numata et al., 1985) or Numata et al. (1985)

More than one paper from the same author(s) in the same year

(Numata et al., 1985a), (Numata et al., 1985b)

Unpublished materials, manuscripts in preparation, or manuscripts submitted but not yet accepted

(Numata, personal communication) or (Numata, unpublished data)

## URLs

(<http://protist.i.hosei.ac.jp/index.html>)

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In the REFERENCE section, all references cited in the text should be listed according to the American Psychological Association (APA) style. Do not refer to unpublished sources and URLs in the reference list.

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## Examples

### Journal articles

Numata, O., Sugai, T., & Watanabe, Y. (1985). Control of germ cell nuclear behaviour at fertilization by *Tetrahymena* intermediate filament protein. *Nature*, *314*, 192-194.

### Journal articles with more than seven authors

Kushida, Y., Takaine, M., Nakano, K., Sugai, T., Vasudevan, K. K., Guha, M., ...Numata, O. (2017). Kinesin-14 is important for chromosome segregation during mitosis and meiosis in the ciliate *Tetrahymena thermophila*. *J. Eukaryot. Microbiol.*, *64*, 293-307.

### Addition of a Digital Object Identifier (DOI) is recommended if available

Niikura, M., Inoue, S.-I., Mineo, S., Asahi, H., & Kobayashi, F. (2017). IFNGR1 signaling is associated with adverse pregnancy outcomes during infection with malaria parasites. *PLoS ONE*, *12*, e0185392. doi: 10.1371/journal.pone.0185392

### Manuscripts accepted for publication but not yet published

Author name(s) (in press). Article title. *Journal title*.

Author name(s) (year). Article title. *Journal title*. Advance online publication.

doi:xxxxxxxxx.

### Articles in books

Blackburn, E. H. (1986). Telomeres. In J. G. Gall (Ed.), *The molecular biology of ciliated protozoa* (pp. 155-178). Orlando, FL: Academic Press.

### Books

Beale, G. H. (1954). *The genetics of Paramecium aurelia*. London: Cambridge University Press.

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Journal titles should be abbreviated according to NCBI (ISO Abbreviation; <http://www.ncbi.nlm.nih.gov/nlmcatalog/journals>). Authors are responsible for the accuracy of the references.

### **Technical expressions**

- Write species names (scientific names) in italic typeface. Common names of organisms, if used, must be accompanied by the correct scientific name where they appear first in the text.
- Do not italicize Latin terms other than species name (e.g., *in vivo*, *de novo*).
- Italicize gene names, but write the protein product of a gene in Roman typeface. The names of genes and their products should be written properly according to the rules governing the genetic nomenclature of each organism.
- Use units of measure according to the International System of Units (SI) available at <https://physics.nist.gov/cuu/Units/index.html>.
- Leave a space between mathematical symbols and numbers (e.g.,  $1 + 2$ ,  $1 < 2$ ). Do not leave a space in the following cases:  $2 \times \text{TBE}$ ,  $-85^\circ\text{C}$ , 10%,  $360^\circ$ , and 1–100.
- Use 1,000, not 1000.