

Instructions for Authors

“*Synthesiology*” Editorial Board

Established December 26, 2007

Revised April 1, 2017

1 Types of articles submitted and their explanations

The articles of *Synthesiology* include the following types:

- Research papers, reports, commentaries, roundtable talks, and readers' forums

Of these, the submitted manuscripts of research papers, reports, and commentaries undergo review processes before publication. The roundtable talks are organized, prepared, and published by the Editorial Board. The readers' forums carry writings submitted by the readers, and the articles are published after the Editorial Board reviews and approves. All articles must be written so they can be readily understood by the readers from diverse research fields and technological backgrounds. The explanations of the article types are as follows.

① Research papers

A research paper rationally describes the concept and the design of R&D (this is called the scenario), whose objective is to utilize the research results in society, as well as the processes and the research results, based on the author's experiences and analyses of the R&D that was actually conducted. Although the paper requires the author's originality for its scenario and the selection and integration of elemental technologies, whether the research result has been (or is being) already implemented in society at that time is not a requirement for the submission. The submitted manuscript is reviewed by several reviewers, and the reviewers will recommend whether the manuscript should be accepted, revised, or declined. The author completes the final draft based on the discussions with the reviewers. Views may be exchanged between the reviewers and authors through direct contact (including telephone conversations, e-mails, and others), if the Editorial Board considers such exchange necessary.

② Reports

A report describes a development example of technology which has practical value as well as an example of new technology which has been put to practical use. It contains 1) the aim, 2) the process of development (the course to the goal), and 3) the outcomes. The submitted manuscript is checked by the Editorial Board. The authors will be contacted if corrections or revisions are necessary, and the authors complete the final draft based on the Board members' comments.

③ Commentaries

Commentaries describe the thoughts, statements, or trends and analyses on how to utilize or spread the results of R&D to society. Although the originality of the statements is not required, the commentaries should not be the same or similar to any articles published in the past. The submitted

manuscripts will be checked by the Editorial Board. The authors will be contacted if corrections or revisions are necessary, and the authors complete the final draft based on the Board members' comments.

④ Roundtable talks

Roundtable talks are articles of the discussions or interviews that are organized by the Editorial Board. The manuscripts are written from the transcripts of statements and discussions of the roundtable participants. Supplementary comments may be added after the roundtable talks, if necessary.

⑤ Readers' forums

The readers' forums include the readers' comments or thoughts on the articles published in *Synthesiology*, or articles containing information useful to the readers in line with the intent of the journal. The forum articles may be in free format, with 1,200 Japanese characters or less. The Editorial Board will decide whether the articles will be published.

2 Qualification of contributors

There are no limitations regarding author affiliation or discipline as long as the content of the submitted article meets the editorial policy of *Synthesiology*, except authorship should be clearly stated. (It should be clearly stated that all authors have made essential contributions to the paper.)

3 Manuscripts

3.1 General

3.1.1 Articles may be submitted in Japanese or English. Accepted articles will be published in *Synthesiology* (ISSN 1882-6229) in the language they were submitted. All articles will also be published in *Synthesiology - English edition* (ISSN 1883-0978). The English edition will be distributed throughout the world approximately four months after the original *Synthesiology* issue is published. Articles written in English will be published in English in both the original *Synthesiology* as well as the English edition. Authors who write articles for *Synthesiology* in Japanese will be asked to provide English translations for the English edition of the journal within 2 months after the original edition is published.

3.1.2 Research papers should comply with the structure and format stated below, and reports and commentaries should also comply with the same structure and format except subtitles and abstracts are unnecessary.

3.1.3 Research papers should only be original papers (new literary work).

3.1.4 Research papers should comply with various guidelines of research ethics.

3.2 Structure

3.2.1 The manuscript should include a title (including

subtitle), abstract, the name(s) of author(s), institution/contact, main text, and keywords (about 5 words).

3.2.2 Title, abstract, name of author(s), keywords, and institution/contact shall be provided in Japanese and English.

3.2.3 The manuscript shall be prepared using word processors or similar devices, and printed on A4-size portrait (vertical) sheets of paper. The length of the manuscript shall be, about 6 printed pages including figures, tables, and photographs.

3.2.4 Research papers, reports, and commentaries shall have front covers and the category of the articles (research paper, report, or commentary) shall be stated clearly on the cover sheets.

3.2.5 The title should be about 10-20 Japanese characters (5-10 English words), and readily understandable for a diverse readership background. Research papers shall have subtitles of about 15-25 Japanese characters (7-15 English words) to help recognition by specialists.

3.2.6 The abstract should include the thoughts behind the integration of technological elements and the reason for their selection as well as the scenario for utilizing the research results in society.

3.2.7 The abstract should be 300 Japanese characters or less (125 English words). The Japanese abstract may be omitted in the English edition.

3.2.8 The main text should be about 9,000 Japanese characters (3,400 English words).

3.2.9 The article submitted should be accompanied by profiles of all authors, of about 200 Japanese characters (75 English words) for each author. The essential contribution of each author to the paper should also be included. Confirm that all persons who have made essential contributions to the paper are included.

3.2.10 Discussion with reviewers regarding the research paper content shall be done openly, and the Editorial Board will edit the highlights of the review process to about 3,000 Japanese characters (1,200 English words) or a maximum of 2 pages with the names of the reviewers disclosed. The edited discussion will be attached to the main body of the paper as part of the article. Regarding the reports and the commentaries, discussion with the Editorial Board members will be opened at the Board's discretion. In this case, the Editorial Board will edit the discussion to about 800 Japanese characters (less than half a page) with the names of the Board members disclosed.

3.2.11 If there are reprinted figures, graphs or citations from other papers, prior permission for citation must be obtained and should be clearly stated in the paper, and the sources should be listed in the reference list. A copy of the permission should be sent to the Publishing Secretariat. All verbatim quotations should be placed in quotation marks or marked clearly within the paper.

3.3 Format

3.3.1 The headings for chapters should be 1, 2, 3..., for subchapters, 1.1, 1.2, 1.3..., for sections, 1.1.1, 1.1.2, 1.1.3, for subsections, 1.1.1.1, 1.1.1.2, 1.1.1.3.

3.3.2 The chapters, subchapters, and sections should be enumerated. There should be one line space before each paragraph.

3.3.3 Figures, tables, and photographs should be enumerated. They should each have a title and an explanation (about 20-40 Japanese characters or 10-20 English words), and their positions in the text should be clearly indicated.

3.3.4 For figures, image files (resolution 350 dpi or higher) should be submitted. In principle, the final print will be in black and white.

3.3.5 For photographs, image files (resolution 350 dpi or higher) should be submitted. In principle, the final print will be in black and white.

3.3.6 References should be listed in order of citation in the main text.

Journal – [No.] Author(s): Title of article, *Title of journal* (italic), Volume(Issue), Starting page–Ending page (Year of publication).

Book – [No.] Author(s): *Title of book* (italic), Starting page–Ending page, Publisher, Place of Publication (Year of publication).

Website – [No.] Author(s) name (updating year): Title of web page, Name of website (may be omitted If the name of the website is the same as that of the author(s)), URL, Access date.

4 Submission

One printed copy or electronic file (Word file) of manuscript with a checklist attached should be submitted to the following address:

Synthesiology Editorial Board

c/o Public Relations Information Office, Planning Headquarters, National Institute of Advanced Industrial Science and Technology(AIST)
Tsukuba Central 1, 1-1-1 Umezono, Tsukuba 305-8560
E-mail: synthesiology-ml@aist.go.jp

The submitted article will not be returned.

5 Proofreading

Proofreading by author(s) of articles after typesetting is complete will be done once. In principle, only correction of printing errors is allowed in the proofreading stage.

6 Responsibility

The author(s) will be solely responsible for the content of the contributed article.

7 Copyright

The copyright of the articles published in “*Synthesiology*” and “*Synthesiology English edition*” shall belong to the National Institute of Advanced Industrial Science and Technology(AIST).

Inquiries:

Synthesiology Editorial Board

c/o Public Relations Information Office, Planning Headquarters, National Institute of Advanced Industrial Science and Technology(AIST)

Tel: +81-29-862-6217 Fax: +81-29-862-6212

E-mail: synthesiology-ml@aist.go.jp