

Instructions for Manuscript Preparation for Japan Journal of Food Engineering

1. Introduction

This provides instructions for preparing manuscripts to be submitted for publication in Japan Journal of Food Engineering. For details, please refer to a current issue.

2. Manuscripts

2.1 General information

2.1. Manuscripts must be typewritten horizontally using standard word processing software. Paper size should be set to A4 vertical with approximately 3 cm margins on all sides. Standard fonts, 12 point or equivalent, should be used.

2.2 Manuscript organization

A manuscript should comprise the following components: (1) Manuscript Submission Form, (2) Title page, (3) Abstract in English, (4) Main text, (5) Tables, (6) Figures (including photographs, if any), (7) Figure (and photograph) captions, (8) Abstract in Japanese (if main text is written in Japanese) or Summary in Japanese (if main text is written in English.)

2.3 Manuscript submission

When submitting a manuscript, a single PDF file containing a title page, an abstract, the main text with figures with captions and tables with table headings inserted in appropriate places, a separate PDF file containing only the abstract, and a manuscript submission form should be supplied as attachments to an e-mail sent to submit@jsfe.jp.

If, for unavoidable reasons, a manuscript has to be submitted as hardcopy, authors should keep the original and mail three sets of photocopies of the manuscript in A4 paper (and prints of photographs, if any are used) to the address below.

Office of Japan Society for Food Engineering
2087-14, Honmachida, Machida, Tokyo 194-0032, Japan

Resubmission of a revised manuscript, however, should be directed to the editor in charge (assigned editor).

3. Manuscript Submission Form

The form is available from the Society's Home Page (<http://www.jsfe.jp/index-e.htm>) for download. The completed form should be submitted together with the manuscript.

4. Title page

The title page should include, in the following sequence, (1) a running title (up to 30 characters including spaces),

(2) the title, (3) names of the authors, (4) names and addresses of the authors' institutional affiliations, and (5) a fax number and an e-mail address of the corresponding author.

The title should be specific enough to reflect the contents of the paper, and should not contain abbreviations other than those in common usage.

If authors are affiliated with more than one institution, the affiliation of each author should be identified with a superscript number typed immediately after the name of the author. The corresponding author should be indicated by a dagger (†) typed as a superscript following the institutional affiliation.

Correct mailing address of the institution with a postal code number should be supplied to ensure delivery of materials sent by mail. Note: detail such as author's department within the institution however need not be supplied.

5. Abstract

The abstract should concisely summarize the significance and objectives of the research, results, and major conclusions within a specified number of words so that the contents of the paper are conveyed correctly to the readers. Figures and tables should not be referenced in the abstract. Original Research Papers, Technical Papers, Review Articles, and Explanatory Articles should be within 200 words, and for Notes, within 150 words. No abstract is required for Letters.

6. Keywords

After the abstract and a blank line, keywords (5 words or less, preceded by "Keywords" and a colon (:), and separated by comma (,)) should be specified (supplied) by the authors

7. Main text

7.1 Organization of the main text

7.1.1 Original Research Papers and Technical Papers Original Research Papers and Technical Papers should generally be organized, in the following sequence: introduction, theory, experimental, results, discussions (results and discussion sections may be combined into a single section), conclusion, acknowledgement, nomenclature, references, and referenced URLs. Of these, unnecessary items may be omitted.

Section heading, subsection heading, and subsection heading (First, second, and third level section headings) respectively should be numbered as 1., 2., 3., ... 1.1., 1.2.,

1.3., ..., 1.1.1., 1.1.2., 1.1.3, ..., etc. Periods should not be added at the end of section headings.

7.1.2 Review and Explanatory Articles.

The same instructions described above for Original Research Papers apply to manuscripts for publications as review or explanatory articles.

7.1.3 Notes The same instructions described above for Original Research Papers also apply to manuscripts for publications as Notes.

7.1.4 Letters Generally, no section headings, except for references, are used in Letters.

7.2 Style guide

7.2.1 Technical terms When abbreviations or codes are used, they should be spelled out in parentheses immediately after the first point of use.

7.2.2 Chemical names Chemical names used should follow the IUPAC (International Union of Pure and Applied Chemistry) nomenclature. In the main text, only names, not the chemical formula should be used. If the names are very long, abbreviations may be used in accordance with 7.2.1. Trivial names may be used if they are in common usage.

7.2.3 Figures and tables Figures and tables should be referred to the main text as Fig. 1, Table 1, etc. If figures and tables are not inserted in the main text, the appropriate places for insertion should be indicated in the right margin as Fig.1, Table 1, etc.

7.2.4 Quantity symbols and units For quantity symbols and unit symbols, italic (slanted) and roman (vertical) type faces should be used, respectively. SI units should be used whenever possible. If the manuscript contains many mathematical equations, provide a nomenclature section after the main text or acknowledgement, where symbols, descriptions, and units should be listed left justified as in the examples below.

NOMENCLATURE

C_p : isobaric heat capacity, $J \cdot mol^{-1} \cdot K^{-1}$

T : absolute temperature, K

V_m : molar volume, $m^3 \cdot mol^{-1}$

α : thermal expansion coefficient, K^{-1}

κ_T : isothermal compressibility, Pa^{-1}

ρ : density, $kg \cdot m^{-3}$

7.2.5 Mathematical equations Equations may be placed in the text as, $(a/b)\log(cd/e)$, f/g , or off the text as

$$\frac{a}{b} \log \frac{cd}{e} \quad (1)$$

with sequential numbers in the parentheses at the right margin.

7.2.6 References References should be cited in the text by on-line Arabic numerals in brackets, for example, [1], [2, 3], [4-7], etc. The references should be listed left justified with a section heading, "References" , placed

after the main text, acknowledgement, or nomenclatures, separated by a blank line, and numbered consecutively in the order in which they are cited in the text. (Please see the example below.)

References

For journals, complete information should be supplied in the following order: author name(s) followed by a semicolon, literature title, journal title, volume number in bold letters, and issue number in parentheses, the first and the last page numbers connected by a hyphen, and publication year in parentheses as in the example below. (Use issue number only if each issue of the periodical begins with page 1.)

1) A. B. Smith, C. D. Johns; Microwave drying effects on properties of edible films. *Int. J. Food Eng.*, **19**, 234-238 (1998).

All author names should be listed as first and middle initials and the last name. The names of two or more authors should be separated by a comma and a single space, with no "and."

For books, information should be provided in the following order: author name(s) followed by a semicolon, book title, editor(s), publisher, publication year, and the page number(s) where cited information appears, as in the following example:

2) A. B. Smith; "Thermophysical properties" vo1.3, C. D. Jones ed., JSFE Press, 1999, p. 345.

If information obtained from data base (on the Web) or other Web pages is cited, the URLs should be consecutively numbered with lower case roman numerals, and cited in the text in on-line brackets, for example, [i], [ii, iii], and so forth. The list of URLs should be provided with a section heading, "URLs Cited," after the References section and a blank line. The list should be left justified and arranged in the order as numbered (in which they are cited,) as in the example below. The information on the Web may be continually updated, and therefore, the date on which the information is obtained should also be indicated in parentheses.

URLs cited

i) www.tokyo-u-fish.ac.jp/home/fenet/ (Nov. 21, 1999)

8. Acknowledgement

Concisely written acknowledgement may be included, if appropriate, after the main text with "Acknowledgement" as the section heading.

9. Figures, photographs, and tables

Use of figures and tables should be kept minimum. If a figure and a table represent the same information, either one of them should be used. Figures or tables should be inserted together with captions, descriptive headings, and

foot notes at or close to the first point where they are cited in the text.

9.1 Figures and photographs

9.1.1 General information Original figures should normally be prepared on computer using drawing or graphic software. All figures including photographs should be numbered sequentially with Arabic numerals. All figures should be made to have the same scale of reduction for printing on the journal page. Care must be taken for selection of the lettering size and line thickness to ensure legible printed images after reduction. For lettering and legends in the figures, sans-serif fonts, such as Helvetica and Arial, are recommended. Since figures are normally reduced to fit either single-column (72mm wide) or double-column (168mm wide) format, original figures may be drawn to fit either format without reduction. Reproduction of color illustrations may be accepted at additional charges to the author.

When submitting the final copy of the manuscript accepted by the journal, each of the original figure should be supplied on a separate A4 size page labeled with the last name of the first author and the figure number at the bottom left corner of the page.

9.1.2 Photographs Photographs are treated as figures and should be numbered accordingly. When printing in the journal page, photographs are reduced in size as with other figures. While photographs are normally printed in the journal as black and white pictures, originals may be submitted as either black and white or color. If color printing in the journal is desired, the original color photographs being submitted should be labeled as "color print" at the top left corner. All photographs should also be labeled with the last name of the first author and the figure numbers at the bottom left corner.

Authors should bear the actual cost of plate making and photo art printing incurred.

9.1.3 Figure captions Only the first letter of the first word in the figure titles and captions should be capitalized. All symbols and abbreviations used in the figures should be defined in the captions.

When the final copy of the manuscript accepted by the journal is submitted, figure captions should be grouped and arranged in the order of figure numbers on a separate page.

9.2 Tables

9.2.1 General instructions Title of a table should be written as Table 1, and so forth, together with a descriptive heading, and is placed on top of the table. Explanatory or supplementary notes should be provided as footnotes. Only the first letter of the first word of the table titles, phrases in the table, and footnotes should be

capitalized.

When the final copy of the manuscript accepted by the journal is submitted, each table should be created on a separate A4 size page with minimum of approximately 3cm margins on all four sides, and be labeled with the last name of the first author and the table number at the bottom left corner of the page.

11. Summary in Japanese

While a Summary in Japanese is to be supplied by the authors of an original research paper or a technical paper wishing to publish their work in English, (intended as an aid to Japanese readers) authors who are not familiar with Japanese language are exempt from this requirement.

12. Line numbers

All lines in the abstract and text (including blank lines) should be consecutively numbered through all pages at the left margin.

13. Submission of the final manuscript

When the final manuscript accepted for publication by the journal is submitted, each figure and table should be supplied on a separate sheet labeled with the last name of the first author and the figure or the table number at the bottom left corner of the sheet, and should be placed after the references section in the following sequence: figure captions, tables, and figures. The final manuscript may be submitted as an attachment to an e-mail or on a floppy or compact disk sent to the office of the society. Disks will not be returned.

On the disk, the file name, the name of the operating system, and name and version number of the software with which the file is created must be clearly indicated.

Mathematical equations may be type written using appropriate computer software or may be handwritten. Handwritten equations should be submitted as a PDF file.

14. Page charges

Page charges can be found in the appendix table 1.

15. Reprints

The corresponding author will receive a PDF of the article free of charge. Reprints may be ordered with the return of proofs by specifying the number of copies ordered. Prices for reprints can be found in the appendix table 2.

16. Miscellaneous

Galley proofs for correction will be made available to the authors only once. It is the authors' responsibility to have their manuscript proofread and edited.

Appendix table 1 Page charges (¥)

Number of pages	Member	Nonmember
2 or less	8,000	12,000
3	10,000	15,000
4	12,000	18,000
5	14,000	21,000
6	16,000	24,000
7	20,000	30,000
8	24,000	36,000
9	28,000	42,000
10	32,000	48,000

Appendix table 2 Prices for reprints offset printing (¥)

Number of pages	Number of reprints					
	50	100	150	200	250	300
4	10,000	10,500	11,000	11,500	12,000	12,500
6	12,000	12,500	13,000	13,500	14,000	14,500
8	14,000	14,500	15,000	15,500	16,000	16,500
10	16,000	16,500	17,000	17,500	18,000	18,500
12	17,000	17,500	18,000	18,500	19,000	19,500
14	18,000	18,500	19,000	19,500	20,000	20,500
16	19,000	19,500	20,000	20,500	21,000	21,500

If you wish to order more than 300 reprints, please contact our office for a price quote.
Reprints ordered after printing will be quoted separately.