

Instructions for Manuscript Preparation of English Papers for the Journal of the JIMA

JS2-03-2

Japan Industrial Management Association (JIMA)

1. Regular English Issues

The Journal of the JIMA accepts articles both in English and Japanese. The English articles are recommended to be submitted to, but not limited to, the regular English issues of the Journal of the JIMA. Regular English issues are published twice a year on CD-ROM media, which accompanies the Japanese issue.

2. Submission Procedure

2.1 Type of articles

All articles submitted should contain original research work which has not been published before. The following types of articles can be submitted:

1) Original Paper

1-1) Review & Survey: Original research papers of high quality that systematize problems, methodologies or facts from a unique perspective. The papers must have scientific value that contributes to the advancement of scientific knowledge, development of new research framework, etc..

1-2) Theory & Methodology: Original research papers of high quality that propose or present a unique approach and/or methodology for problem solving, identify underlying principles or mechanisms of substantial phenomena, etc. The evidence presented in papers must be based on scientific or engineering methodologies. Additionally, papers must have scientific value in terms both of data analysis results (experiment, simulation, calculation, etc.) and discussion including implications.

1-3) Case Study: Original research papers of high quality that demonstrate the unique use of industrial engineering (IE)-related approaches to actual issues present in practical work environments. The paper must present a rigorous analysis in which the effects of the applied approach are thoroughly evaluated. Furthermore, papers are expected to significantly inspire and encourage researchers and practitioners in IE field.

2) Research Letter: Concise research papers for rapid review and fast publication. The paper must explain a unique model, methodology, useful data, reference materials, approach, etc.

All authors are required to pay the publication charge as listed in the Publication Fee table of the Appendix. The length of articles categorized as "Research Letter" is strictly restricted to four pages in camera-ready format. Any article submitted under the Research Letter category that exceeds the length limit will be rejected.

2.2 Writing Format

All articles are to be prepared in camera-ready format. Authors should use the JIMA MS-Word template or the JIMA class files for LaTeX. The following are available on the JIMA website and are provided in English issues as well:

- 1) JIMA class files for LaTeX
- 2) MS-Word template.

The articles submitted are to be prepared according to the format specified by the Journal of the JIMA. For details, see "Authors' Guidelines for the Journal of the JIMA English Issue".

2.3 Submission

Authors are required to prepare the following for submission:

- 1) PDF file of the article excluding the author's name and affiliation (for blind review)
- 2) PDF file of the article including the author's name and affiliation (for editor)
- 3) Submission Form
- 4) Signed statement for Copyrights Transfer and Page Charge Agreement Form

Please do not include any author information (e.g., user name, file attributes, etc.) in PDF file 1) stated

above. Such information may incidentally be an undesirable cue to identify an author during the blind review process.

The camera-ready PDF format file and submission form are to be submitted to the secretary of the Journal of the JIMA:

Mr. Kenjiro Muro
Center for Academic Publications Japan
E-mail: sub-jima@capj.or.jp

If you are not certain regarding the submission procedure, please contact the above-mentioned secretary of the Journal of the JIMA. Area editors/editorial board members will be requested to provide support at such time.

2.4 Copyrights

JIMA holds the copyrights for all materials that it publishes.

3. Publications

Appendix

Publication Fee

(Unit: Japanese Yen)

Type/ No. of Pages	Fee	Fee for JIMA Members
Research Letter *1	52,000	36,000
Original Paper: within 6	59,200	43,200
7	66,400	50,400
8	73,600	57,600
9	80,800	64,800
10	88,000	72,000
11+	+7,200 per extra page	+7,200 per extra page

*1 The length of the Research Letter is strictly restricted to four pages in camera-ready format.

3.1 Revisions for Print

After acceptance of an article, the Editorial Board of the Journal of the JIMA may ask an author to revise the format. Authors are required to complete the revision and resubmit the article as soon as possible.

3.2 Publication Fee

Authors are required to pay publication charges. Please consult the Publication Fee table in the Appendix.

3.3 Publication Media

The regular English issues of the Journal of the JIMA are published on CD-ROM with the articles presented in PDF format. The CD-ROM accompanies the Japanese issue. All articles will be open to viewing by the public via the CINII site beginning from the publication date.

Supplement

1. The regulations for the English issue went into effect on March 16, 2010 and were partially revised on May 26, 2012 and April 1, 2014.