

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 JIMA. Regular English issues are published twice a year on the electronic journal.

2. Submission Procedure

2.1 Type of articles

All articles submitted must 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 articles submitted under the Research Letter category that exceed the length limit will be rejected.

2.2 Writing Format

All articles are to be prepared in camera-ready format. Authors should use the MS-Word template or the class files for LaTeX. The following template and class files 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 JIMA. For details, see “Authors’ Guidelines for the Journal of 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 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 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 for the publications.

3. Publications

3.1 Revisions for Print

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.

After acceptance of an article, the Editorial Board of the Journal of JIMA may ask authors or the corresponding 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 JIMA are published on the electronic journal with the articles presented in PDF format. All articles will be open to the public via J-STAGE site (<https://www.jstage.jst.go.jp/browse/-char/ja/>) 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, April 1, 2014 and May 21, 2016.