

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

JS2-03-2

Japan Industrial Management Association (JIMA)

1. Regular English Issues

The Journal of 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. The regular English issues are published twice a year in the style of CD-ROM attached to the Japanese issue. The English issues published in August are indexed as No.3E with their specific volume numbers, and those in February are indexed as No.6E.

2. Submission Procedure

2.1 Article Types

A submitted article should contain original research works which have 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 novel perspective. The papers must have scientific values contributing to advancement of scientific knowledge, development of new research framework, and so forth.

1-2) Theory & Methodology: Original research papers of high quality that develop novel approach/methodology for problem solving, that identify underlying principles/mechanisms of substantial phenomena, and so forth. The evidences presented in the papers must be based on scientific/engineering methodology. The papers must have scientific values in terms both of their data analysis results (experiment, simulation, calculation, and so forth) and discussion including implications.

1-3) Case Study: Original research papers of high quality that demonstrate a novel use of Industrial Engineering (IE) -related approach to actual issues in substantial work places. The paper must present rigorous analysis in which effects of the applied approach are thoroughly evaluated. The papers are expected to significantly inspire/encourage both of

researchers and practitioners in IE field.

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

All authors are required to pay for the publication charge shown in the table of Appendix. The length of articles categorized into "Research Letter" is strictly restricted to 4 pages with Camera ready format. Any article exceeding the length limit in Research Letter type will be rejected.

2.2 Writing Format

The articles should be prepared in camera ready format. Authors should use the JIMA template of MS-Word or the JIMA class file of LaTeX. The followings are available in the JIMA website as well as in the English issues:

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

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

2.3 Submission

Authors are required to prepare the followings for submission:

- 1) PDF file of the article excluding author's name and affiliation (for blind review use)
- 2) PDF file of the article including author's name and affiliation (for editor use)
- 3) Cover sheet describing authors' names and their affiliations, e-mail addresses, article type, and other information if necessary (free format)

Do not put any author information (e.g., user name,

attributes of file, etc.) into the above-mentioned 1) file. Such information may incidentally be an undesirable cue to identify the authors during blind-review processes.

The camera-ready PDF format files with a cover sheet should be submitted to the following secretary of the Journal of JIMA:

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

If authors are not certain regarding the submission procedure, they are recommended to contact the above-mentioned secretary of the Journal of JIMA. Area editors/editorial board members would give a support to such authors.

2.4 Copyrights

JIMA holds the copyright for all materials that it publishes.

3. Publications

3.1 Preparation for Print

After acceptance of an article, the Editorial Board of the Journal of JIMA may ask authors to revise the format of the article. Authors are required to finish it as soon as possible.

3.2 Publication Charges

Authors are required to pay publication charges. Please consult the price list in the appendix.

3.3 Publication Media

The regular English issues of the Journal of JIMA are published in CD-ROM containing articles in PDF format. The CD-ROM is attached to the Japanese issue. All articles will be opened to the public through the CINII site from the publication date.

Supplement

1. These regulations for English issue went into effect on March 16, 2010.

Appendix: Publication Charges

Type and printed pages	Charges (JPY)	Charges (JPY) for JIMA members
Research Letter *1	46,000	36,000
Original Paper: within 6	53,200	43,200
7	60,400	50,400
8	67,600	57,600
9	74,800	64,800
10	82,000	72,000
11+	+7,200 per extra page	+7,200 per extra page

*1: The length of "Research Letter" is strictly restricted to 4 pages in Camera Ready format.