

# Rules for Manuscript Submission to the Journal of the Japan Society for Technology of Plasticity

(Revised: 25<sup>th</sup> December 2020)

The Japan Society for Technology of Plasticity (JSTP)

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This document specifies the rules for manuscript submission to the Journal of the Japan Society for Technology of Plasticity (JSTP) (hereafter, the Journal).

## 1. Qualification of submission

The first author of all types of papers other than letters must be a regular, student, or honorary member of the JSTP.

**Note 1)** Co-authors can be nonmembers. However, the first author must be a member of the JSTP.

**Note 2)** Nonmembers can submit Discussion.

## 2. Responsibility of authors and copyright of manuscripts

**2.1** The responsibility for the contents of published articles rests solely with the authors and not with the JSTP.

**Note 3)** When authors cite figures, tables, and materials in already published articles, they are responsible for obtaining permission from the author or publisher who owns the copyright.

**2.2** The copyright of articles published in the Journal belongs to the JSTP. Note that authors themselves can use materials in their articles published in the Journal without the need to obtain permission.

## 3. Contents and types of manuscript

**3.1** Manuscripts should include theoretical, experimental, and/or speculative contents on plasticity and plastic working. The language of the manuscripts should be Japanese or English.

**3.2** The contents of the submitted manuscripts must be original and have not been published elsewhere nor are under consideration for publication elsewhere.

**Note 4)** Reports published as rapid reports (e.g., articles in proceedings) and reports published in publications of affiliated organizations can be submitted to the Journal after supplementing the contents.

**3.3** Authors must strictly follow the “Ethical Policy Regarding Submission and Review of Papers of the JSTP” when preparing manuscripts.

**3.4** Types of manuscript include (1) regular paper, (2) review paper, (3) research note, (4) technical note, and (5) discussion. Regular and review papers are further categorized as follows.

(a) Those focusing on the engineering significance.

(b) Those focusing on practical importance from industrial and technical points of view.

(c) Those focusing on novelty and future possibility.

The five types of manuscript should satisfy the following relevant conditions.

(1) Regular papers: Regular papers are original papers explaining research achievements and should include significant results. Regular papers should satisfy categories (a), (b), or (c) explained above.

(2) Review papers: Review papers should present significant conclusions that cannot be obtained from the research achievements of only individual research groups by comprehensively organizing and summarizing research achievements through the clarification of the progress of research on the basis of the research and survey achievements of the authors as well as of other researchers. Review papers should satisfy category (a) or (b) explained above.

(3) Notes: Notes are original papers explaining research achievements that require rapid publication.

(4) Technical notes: Technical notes are original papers explaining technical achievements that require rapid publication.

(5) Discussions: Discussions are questions and answers regarding the contents of articles published previously in the Journal.

**Note 5)** The target articles of discussions should be articles published in the Journal no more than 6 months previously. In principle, a discussion can be submitted only once per target article.

## 4. Submission method and format of manuscript

**4.1** All the underlined documents can be downloaded from the website of the Journal of the JSTP.

**4.2** Manuscripts should be submitted through the web submission system.

**4.3** Manuscripts should be prepared in the format presented in the Journal in accordance with the Rules for Manuscript Submission, Rules for Manuscript Preparation, and Sample of Manuscript Preparation.

**4.4** Manuscripts should be prepared using the newest version of Template of Manuscript Preparation (MS WORD) at the time of submission of the manuscript through the web submission system.

**4.5** The number of pages of the manuscript (refer to 4.4)

should be within the standard number of printed pages listed in **Table 1** below.

**Table 1** Standard number of printed pages

Type of manuscript	Standard number of printed pages in the Journal
Regular paper	Within 6 <sup>note6)</sup>
Review paper	Within 6 <sup>note6)</sup>
Research note	Within 3
Technical note	Within 3
Discussion	Within 1/3

**Note 6)** 4 additional pages can be added for regular and review papers, but authors will incur additional charges (refer to “6. Paper charges”).

## 5. Submission and review process

**5.1** Authors should submit documents listed in **Table 2** at the time of submission of a manuscript.

**5.2** The date of receipt of the manuscript is the date on which the manuscript was submitted through the web submission system.

**Table 2** Documents to be submitted upon submission

Document	Format
Contact address	Input on the Web
<u>Copyright transfer form</u> <sup>Note 7)</sup>	PDF file of scanned form with signature and seal
<u>Checklist</u> <sup>Note 7)</sup>	MS WORD or PDF file
<u>Declaration of the contents of manuscript</u> <sup>Note 7)</sup>	MS WORD or PDF file
<u>Manuscript</u> <sup>Note 8)</sup>	MS WORD file
Japanese Abstract (applicable only for Japanese manuscripts)	Input on the Web
Materials used in review process <sup>Note 9)</sup>	PDF/Zip file, etc.

**Note 7)** Download the document from Japanese website of the Journal of the JSTP.

**Note 8)** Prepare in accordance with 4.3 and 4.4.

**Note 9)** For the submission of the second or later manuscript of successive manuscripts, the previous manuscripts must be attached. Also attach materials considered to be required in the review process, such as the details of the derivation of equations.

**5.3** The acceptance/rejection of the manuscript is determined by the Editorial Committee of the Journal of the Japan Society for Technology of Plasticity (hereafter, the Editorial Committee) on the basis of the results of review. The corresponding author of a rejected manuscript will be informed of the rejection as well as the reason.

**5.4** The Editorial Committee may request the corresponding author to confirm the contents of the manuscript, revise, shorten or add sentences, and

submit related materials.

**5.5** The corresponding author should submit the revised manuscript with the red-colored text revised in accordance with all the requests from the Editorial Committee, along with a letter of responses. For unresponded requests, authors should state the reasons behind the lack of action in the letter of responses.

**5.6** The Editorial Committee may request authors to change the type of manuscript and to accordingly change the contents of the manuscript. Manuscripts that are resubmitted more than two months after the return of review comments are treated as new submissions.

**5.7** In principle, the contents of the manuscript should not be changed except when the Editorial Committee requests the change or approves a request from the author to change the contents.

**5.8** The author should submit the manuscript to the Editorial Committee in accordance with the instructions in Appendix 1 of the Rules for Manuscript Preparation (in Japanese) upon request from the Editorial Committee. Should the Editorial Committee find any violation of 5.7 in the manuscript after acceptance, the manuscript may be rejected.

**5.9** Figure 1 in the Appendix of the Rules for Manuscript Preparation (in Japanese) shows the flowchart from the submission of articles to their publication.

**Supplement 1)** For color printing, authors should inform the page numbers on which color printing is required to the Editorial Committee upon manuscript submission. The authors must bear additional charge for color printing (JPY 80000 excluding tax per color page). This additional charge will be billed with the paper charge explained later. Note that authors may request for the publication of color figures in only the online version (J-stage), i.e., gray-scale figures are published in the printed version. In this case, authors should bear additional charge (JPY 8000 excluding tax per color page, regardless of the number of color figures on a page).

## 6. Paper charge (excluding tax)

**6.1** Authors must bear a paper charge of JPY 60000 for regular and review papers with the number of pages within the standard number of printed pages. Authors must bear a paper charge of JPY 25000 for notes and technical notes. Authors will be charged a mandatory excess-page charge of JPY 10000 per page for every page beyond the standard number of printed pages.

**6.2** For “discussions”, authors need not bear any charge.

## 7. Reprints

To order reprints, authors should submit a reprint order form in accordance with the “Instruction on the Order of Reprints of Articles” (in Japanese).

## **8. Errata and correction**

**8.1** When errors are found in the published articles, errata will be published when (1) there is a request from the authors and (2) the Editorial Committee approves this request.

**8.2** Authors should request the publication of errata within one month of the publication of the relevant article.

## **9. Submission of articles published in Materials Transactions (MT) to the Journal**

**9.1** For articles published in MT, for which the JSTP has the copyright, authors can submit manuscripts of Japanese translations to the Journal within 2 years of publication in MT in accordance with the Rules for Manuscript Submission (vice versa).

**9.2** The Editorial Committee follows the same review process for these translated manuscripts. Note that the reviewers, in principle, are the same as those who reviewed the articles published in MT. The reviewers

mainly review the manuscripts with a focus on whether the contents are properly translated from English to Japanese.

**9.3** The authors should submit the original article published in MT as a reference material upon the submission of the translated manuscript (refer to **Table 2**).

## **10. Penal provisions**

When fraud is found, the authors will be subject to punishment depending on the type and extent of fraud. When (1) the authors do not follow the Rules for Manuscript Submission and Rules for Manuscript Preparation, (2) when the authors do not revise manuscripts accordingly upon request, or (3) when the authors repeatedly cause inconvenience to the affairs of the Editorial Committee and the secretariat, resulting in adverse effect to the JSTP, the review of the manuscript of such authors will be stopped or the JSTP will refuse submission from these authors for a certain period. The Editorial Committee will inform these authors of this fact. The punishment will take effect upon serving of the notice.