

Instructions for Preparation of Papers for Bulletin of the Society of Photography and Imaging of Japan

Society of Photography and Imaging of Japan

Established, Feb., 20th, 2014

1. Paper size and format

Authors must prepare manuscripts in ISO A4 (210mm × 297mm) size of paper with margin *ca.* 3 cm using by Microsoft Word or a generic word-processor. 15 words in 100 lines correspond to 1 publication page. The manuscript is not needed to set same layout in publication format.

2. Format of manuscript

Authors must arrange contents of manuscript in the following order: (1) cover page, (2) abstract, (3) keywords, (4) main text, acknowledgement, references, footnotes, caption of figures, tables, and figures. Standard main text contains introduction, experiment method, result, discussion (or result and discussion), and conclusion. The manuscript must be written in clear and correct English. Author must number all pages in single sequence beginning with the cover page.

(1) First page

Authors must write classification of paper, paper title, author names, affiliation, address, and the E-mail address of

corresponding author. Author's first names should be spelled out, and family names are shown with capital letters such as "Taro YAMADA", yamada is family name and taro is given name. If subtitle has sequential serial number, roman numbers (I, II, III, etc.) must be used. If author's affiliation is changed after writing the manuscript, current affiliation should be indicated in footnote.

(2) Abstract

In Letters, abstract length is limited to 50 words. In other articles, abstract length is not limited.

(3) Keywords

Authors should provide 5 keywords in principle. Length of keyword is limited to 20 words in all.

(4) Main text

a. Authors must use standard scientific and technical terms in English.

b. Unit of quantity and unit symbols are used as international

unit (SI).

c. Each section should be numbered consecutively with an Arabic numeral such as 1, 1.1, 1.2.1 etc. There are no sections in Letters.

3. Figure, picture, and Table

- (1) Authors must number each figure consecutively in Arabic numerals, such as Fig.1, Fig.2....
- (2) Captions of figure and picture must be listed on separate sheets in the following main text.
- (3) There is an additional fee for color printing. Additional color illustration costs JPY1000 per illustration.
- (4) Tables are prepared on each page and numbered such as Table.1, Table.2.... Caption must be written upper and centering position.
- (5) Write "Fig. 1 insert" etc. in right margin in main text in order to assign expected position of figures, pictures, and tables.
- (6) When manuscripts are accepted, authors must submit digital data of figures, pictures, and tables. The digital files should be standard format (tif, jpg, bmp, eps, xls or ppt) in each separate electronic files, which are taken sufficient care regarding matters such as gradation bit counts, image size, and compression.

When the electronic data may be unable to read in printing office, authors should submit well-defined printed materials.

4. Footnote

If authors want to add the footnote, authors must place asterisk (such as *, **,) as a superscript in the main text and list the footnotes on separate sheet. In publication, the footnotes are printed in bellow position on the page.

5. Reference

- (1) How to refer: Authors must place numbers with a closing parenthesis as a superscript to cite literature in the main text, *e.g.*, ¹⁾, ²⁾....
- (2) Authors should not refer to private communications in principle. If authors do refer to a private communication, authors must release the contents of private communication to the public.
- (3) How to write reference:
<Journal>

Information of reference must be arranged in the following order: Reference number, Authors, Journal name, Volume, Page, Year. Volume must be typed in boldface. Year must be placed with a closing parenthesis. Journal names should be abbreviated, which are based on Chemical

Abstracts etc. If the abbreviation of Journal name is not general, authors must write unabbreviated journal name.

Example: 1) M. A. Kriss, J. Soc. Photogr. Sci. Tech. Jpn., **59**, 186 (1996).

<Book>

Information of reference must be arranged in the following order: Reference number, Authors, Book name, Edition, Editor, Publisher, Public place, Year, Page (or Chapter). If authors of reference are unknown such as Handbook etc., authors should indicate the editor name after reference number. Book name is placed with a closing double quotes such as "Book name".

Example: 1) J. H. Hamilton, "The Theory of the Photographic Process", 4th ed., by T. H. James, Macmillan, 3 New York, 1977, p. 108.

6. Equation and chemical compound

(1) Mathematical and chemical equations

The equation in sentence must be expressed such as a/b , $\exp(-E/RT)$, do not use double subscript and superscript notations and superscript of exponential function etc., expect

for confusion of understanding the equation.

The independent equation from sentence must be clearly write and added sequence equation number. When the equation is very long and should confuse the editing process, authors must place "another sheet, equation number" in the main text, and write the equation and equation number on another sheet.

(2) Name of chemical compounds

<Name of compounds>

In the main text, authors must use not chemical formula but compound name based on IUPAC, expect for confusion of understanding the compound name based on IUPAC. Authors should base trivial name on Chemical Abstracts.

<Abbreviation of compounds>

If authors use the abbreviation of compound, the authors must write both formal name and then write the abbreviation with a closed parenthesis in the first appearance in the main text.

Example: 1-phenyl-5-mercaptotetrazole (PMT) or (Compound 1)