## **GUIDE FOR CONTRIBUTORS**

Please refer to the following guidelines when submitting a new manuscript to the JOURNAL OF FOREST PLANNING ("the *Journal*"), of the Japan Society of Forest Planning ("the *Society*"), so that your manuscript may be handled expeditiously.

**Type of Papers**: Each paper is classified into one of three types: article, review, or short communication. A paper should be a report of original research that has not been submitted elsewhere (other than as an abstract).

**Contributors**: The first author of a paper of any type should be a member of the *Society* unless he/she is invited by Chief Editor. The authors can apply for membership on submission.

**Copyright**: The *Society* reserves all right to the papers for the Journal. Written permission by the Chief Editor is required for reproduction or republication.

**Decision for Publication**: The Editorial Board makes the decision to accept, reject, or suggest corrections of a manuscript in accordance with the results of reviews by knowledgeable referees selected by the Editorial Board.

**Manuscript**: Manuscript should be written in English in line with the guideline in "Manuscript Preparation" below. For the sake of prompt manuscript handling, authors should provide an electronic manuscript as well as the printed ones.

**English**: All authors whose first language is *not* English should ask a native speaker to refine the written English before submission.

**Final Manuscript and Authors' Corrections**: When the manuscript is accepted, the authors will be asked to send the final manuscript in both printed and electronic forms.

The required formats will be indicated in the manuscript preparation. The author's proof will be sent only once for misprint corrections.

## **Expense on Publication:**

Printing costs will be free. A free electronic reprint will be sent to the author in Portable Document Format (pdf). Authors who require the color page/special printing should pay the actual expense (¥20,000/page). Printed offprint can also be ordered with the cost of ¥6,000 per printed pages (50 copies).

(All prices are subject to change.)

**Submission and Inquiry**: One complete photocopy of the manuscript, and a submission form should be sent to Chief Editor, whose address can be found on the inside cover of the Journal. An electronic file of the manuscript in docx file format on a CD should be attached. Inquires about submission may also be sent to the Chief Editor.

(revised April, 2013)