

The *Journal of the Japan Society of Infrared Science and Technology* is a Japanese- and English-language journal published by the Japan Society of Infrared Science and Technology that is comprised of papers, explanatory articles, and articles necessary for the society that are related to infrared.

1. Requirements for Submission

As a general rule, contributors must be members of the society. However, exceptions may be made by the editorial committee.

2. Journal Composition and Content

Category	Content	Page Limit
Papers	Valuable original research reports related to infrared.	8
Review Papers	General explanations centered on the author's own research regarding the progress of the field it is located in.	10
Invited Papers	Papers appropriate for the aim of a special issue that the society requests the author to write and recognizes as having valuable content.	8
Technology Notes	Technological reports related to infrared, equipment and measurement know-how, concise sharing of data, and so on. Product introductions may also be included.	4
Recent Outlooks	Explanations of the research situation surrounding a specific theme that has markedly advanced recently.	6
Comment Room	Essay-style short articles relating to technology, research, member developments, and society activities.	2
Infrared Q&A	Questions regarding infrared and easy-to-understand answers.	1
International Conference Reports	Sharing of the content of related international conferences, etc.	3
Laboratory Visits	Introductions of university or company laboratories.	2

In addition to that which is specified above, articles in accordance with editorial committee plans can be printed in the journal.

3. Copyright and Reproduction

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The copyright to articles published in the *Journal of the Japan Society of Infrared Science and Technology* belongs to the Japan Society of Infrared Science and Technology. As a general rule, reproduction as well as release and/or distribution to the general public of all or part of articles that appear in the journal is not allowed. Furthermore, articles that have already been submitted to or published in other publications cannot be submitted to the journal. Authors who submit articles must adhere to the rules regarding copyright and quotation.

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As a general rule, permission will be given to those who apply to publicly release published articles on the Website, etc. of the organization they belong to. However, there are cases in which conditions will be imposed, for example, public release of the author's final version. In the case that the published article is part of the author's PhD thesis, as an exception requests for permission to publicly release it on the organizational repository of the author's university, etc. will be accepted from the person in charge of the organizational repository.

(Reproducing Articles from Other Publications in the *Journal of the Japan Society of Infrared Science and Technology*)

Conversely, when an author is trying to publish part or all of an article in the *Journal of the Japan Society of Infrared Science and Technology* that has already been included in another publication, the author must receive permission to do so from the publisher of that publication.

4. Steps from the Submission to the Publication of Review Papers, Articles, and Technology Notes

(1) Manuscript Preparation

Manuscripts should be prepared by downloading the Microsoft Office Word template on the society's Website and following the format of that file. Manuscript preparation must follow the "Style Sheet."

(2) Place of Submission

When making a submission, the below documents should be sent as a set to the editorial committee's person in charge of papers.

- Paper Submission Form
- Manuscript File: Prepare and send a Word and PDF manuscript file.
- Address

The Person in Charge of Papers at the *Journal of the Japan Society for Infrared Science and Technology's* Editorial Committee
JSIR-ed (a) jsir.org Please change (a) to @.

(3) Review

For submitted papers, the editorial committee will decide upon reviewers and editors and request that the paper be reviewed, regardless of whether it was a voluntarily submitted one or the editorial committee requested that it be written. Those who submit papers can use the Paper Submission Form to submit candidates for reviewing (reading).

For manuscripts that are submitted as review articles, invited papers, or technology notes, the editorial committee will decide upon the reader and request that they read the manuscript.

For manuscripts submitted as papers, the editorial committee will decide upon a reviewer and request that they review the manuscript. The editorial committee will decide whether or not to publish submitted papers, etc. based on the opinion of the reviewer.

(4) Acceptance

Based on the reviewer report, the editorial committee will promptly decide whether or not to publish the paper, judge whether or not it needs to be revised, and inform the author.

(5) Regarding Author Proofreading, Separate Prints, and Color Printing

The submitter(s) may proofread their work after it has been accepted. However, changes in content are not allowed.

Separate prints of the article may be applied for using the Separate Prints Application Form at the time of author proofreading.

(6) Regarding Color Printing

Color printing of pages can be done for a fee. Authors should specify on the Paper Submission Form that they request color printing.

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Paper Submission Form

(1) Manuscript Type (Please circle)

Review Paper	Invited Paper	Paper	Technology Notes
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(2) Title

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(3) Author Names (Please write authors' full names. If they do not fit in the space below, please write them on a separate sheet of paper and attached it.

Name				

(4) No. of Manuscript Pages

No. of Manuscript Pages	Pages
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(5) Representative's Institution

Name	
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(6) Person in Charge of Communication

Name		Japan Society of Infrared Science and Technology	Member / Non-Member (Circle one)
Institution			
Address			
Phone Number		E-mail Address	
Fax Number			

(7) Reviewer / Reader Recommendation (If possible, please recommend at least one person.)

Name	Institution	E-mail Address

(8) Other (Please circle)

Color Printing	Unnecessary	Desired (Page number:)
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