

Instructions for Authors

2016/01/25

Editorial policy

The *Journal of Japan Society for Atmospheric Environment (JSAE)* is a journal devoted to the publication of original papers concerning all aspects of atmospheric environmental research. Basically, it is recommended to submit papers written in English to *Asian Journal of Atmospheric Environment (AJAE; <http://asianjae.org/>)*. The aim of *JSAE* is to provide a scientific understanding of the consequences of natural and human-induced perturbations on the atmosphere for researchers, policymakers and the general public. The research areas are not limited to air pollution. Air quality and its effects, dispersion and transport, deposition, interaction between the atmosphere and biosphere, global atmospheric chemistry and climate change are also covered. Manuscripts should contain new and significant findings based on observations, experiments, theory and modeling of the atmosphere, of which the contents have not been published in any other journal. Each manuscript is classified as a Regular Paper, Note, Rapid Report or Technical Report.

Regular Papers are full-length research articles that contain new and valuable conclusions or findings.

Notes are concise reports that contain new and valuable facts of more limited interest.

Rapid Reports should contain new findings of exceptional interest and novelty requiring quick publication. They will be intended to be published as a complete version of Regular Papers.

Technical Reports are reports that contain measuring techniques and valuable results from atmospheric research.

Manuscript submission

Manuscripts should be written in clear and concise grammatical English. A contributor whose native language is not English is strongly recommended to have the manuscript checked by a native English speaker or by a colleague with sufficient experience in writing English manuscripts. The first author should be our society member for acceptance of the manuscript.

Manuscripts must be prepared using the template available on the website (http://www.jsae-net.org/magazine/Template_English.doc). The authors should send the manuscripts (MS-Word and its PDF) as an attachment by e-mail or by registered mail (saved in CD-R) to the Editorial Committee.

Please send all material to:

Japan Society for Atmospheric Environment Editorial Committee

Shinjuku 1-29-8 Kouei Building

Shinjuku-ku, Tokyo 160-0022, Japan

e-mail: jsae@msf.biglobe.ne.jp

Preparing your manuscript

Arrange the manuscript in the following order: Number all pages consecutively including tables and legends.

Page 1

1. Category of submission: (Regular Paper, Note, Rapid Report, and Technical Report).
2. Subject areas: which are most relevant to the study. Select one or two subject areas from 1) Space (indoor environment, road side, regional environment, East Asia, global environment), 2) Method (measuring technique, laboratory experiment, field observation, data analysis, simulation, effect prediction, risk analysis), 3) Effect (epidemiology, toxicity, carcinogenicity, plant response, biological response, material, cultural property), 4) Process (emission, transport, reaction, deposition, dynamics, property) and 5) Substance (gas, aerosol, acid rain, asbestos, hazardous chemical substance, offensive odor).
3. Date of submission.
4. Title.
5. Authors: full name(s), institution(s) and address(es).
6. Corresponding author: street address, telephone number (including extension), fax number and e-mail address for editorial correspondence.
7. Number of pages of text, black and white figures, color figures and tables. Figures submitted in color will be printed in color at the authors' expense.

Page 2

Manuscripts must be prepared using the template available on the website (<http://wwwsoc.nii.ac.jp/jsae/>).

1. Title should be typed using Times New Roman 12 pt and central alignment.
2. Authors: full names (Times New Roman 12 pt, central alignment), institutions and addresses (Times New Roman 10 pt, central alignment)

Multiple authors with different addresses must separately indicate their respective addresses by superscript numbers as follows.

Taro Shinjuku¹ and Jiro Tokyo²

1 Department of Atmospheric Environmental, Faculty of Environmental Science,
Tsukuba City University, Tsukuba 305-0001, Japan

2 Environmental Engineering Laboratory, College Shinjuku, Tokyo 234-0001, Japan

3. Abbreviations: Define alphabetically, other than abbreviations that can be used without definition. Words or phrases that are abbreviated in the Introduction and following text should be written out in full the first time that they appear in the text, with each abbreviated form in parenthesis. Please provide a list of abbreviations that can be used without definition.
4. Present addresses of authors if different from heading.
5. Abstract (Times New Roman 10 pt): Less than 200 words for a Regular Paper and Technical Report, up to 200 words for a Note and not more than 200 words for a Rapid Report. The abstract in Japanese less than 600 characters can be attached for a Regular Paper and Technical Report and up to 500 characters for a Note.
6. Keywords (Times New Roman 10 pt): Not more than six. Include the common name or scientific name, or both, of research materials.

Subsequent pages

Text - Acknowledgments - References - Tables - Legends to figures - Figures.

1. Text (Times New Roman 10 pt, double column): All manuscripts should be prepared with the headings Introduction, Materials and Methods, Results and Discussion, in this order.
2. Tables should be prepared in a form consistent with recent issues of this journal and should be consecutively numbered with Arabic numerals. Explanatory material should be given in the table legends and footnotes.

3. Figures: Submit an original figure. Line drawings must be clear, with high black and white contrast. Each figure should be consecutively numbered with Arabic numerals. Appropriate sized numbers, letters and symbols should be used, no smaller than 1.5 mm in size. Set the line width to greater than 0.5 point (about 0.2 mm). Create your figures using applications that are capable of preparing camera-ready file acceptable for publication. The author will be charged for each color page.
4. References: Literature citations in the text should be made by name(s) of author(s) and year. For references with more than two authors, use the name of the first author followed by 'et al.'

Takahashi and Yamamoto (1986) reported that ...
The results have been interpreted (Suzuki et al., 1996).

References should be listed in alphabetical order, by the authors' last names. For the same author, or for the same set of authors, references should be chronologically arranged. If there is more than one publication in the same year for the same author(s), the letters 'a', 'b', etc should be added to the year. DO NOT use indentations in typing references. For example:

- Birch, B.P.: Growth responses of *Nicotiana tabacum* L. under ozone exposure, *Plant Cell Physiol.*, **36**, 1-10 (1995a).
 Birch, B.P.: Organic acid metabolism in UB-B radiated radish (*Raphanus sativus* L.), *Plant Cell Physiol.*, **36**, 101-110 (1995b).
 Change, P.Y., Juniper, R., Aoki, J.: Dynamics of air pollutants. Edited by Yokota, M. and Liu, Y. pp. 123-234. Chemical Press, Tokyo (1994).
 Chemistry, P.Y., Oh, B.B.: Translocation of chemical structure of air pollutants, *Annu. Rev. Atmos. Sci.*, **130**, 15-60 (1997).
 Hally, P.: Effect of pollutions on human health, pp. 102, BIO Press, Kyoto (1987).

Unpublished data and personal communications should not be cited as literature citations, but given in the text in parentheses. 'In press' articles that have been accepted for publication may be cited in the References. Include in the citation the journal in which the 'in press' article will appear and the publication date, if a date is available.

5. Regular Paper and Technical Report should be 8 printed pages or less. Note should be 6 printed pages or less and Rapid Report should be less than 4 printed pages.
6. Fonts: Authors are advised to use Times New Roman.
7. Units of measure. The metric system is standard, and SI units must be used as much as possible. Please review the table for **"List of SI Units and Sanctioned for use with SI units"** described below (Table 1).
8. Ions: Represent ions as follows: Na⁺, Mn³⁺, Br⁻, PO₄³⁻
9. Mathematical formula: Mathematical symbols are written as follows.

$$\exp(-x), e^{-x}, \log x, \ln x, \Delta x, \delta x, dx, f(x)$$

$$df(x)/d(x), \sin x, \cos^{-1} x, \partial/\partial y, \text{grad}\Phi, \text{div}A$$

For easier printing, the formulas used in a sentence should be written like a/b and $\exp(-U/kT)$. When the formulas are separated from a sentence, use two or three lines as follows.

$$C = \frac{Q}{2\pi\sigma_y\sigma_z U} \exp\left(-\frac{y^2}{2\sigma_y^2}\right) \left\{ \exp\left(-\frac{(z-H)^2}{2\sigma_z^2}\right) + \exp\left(-\frac{(z+H)^2}{2\sigma_z^2}\right) \right\} \quad (1)$$

Table 1 List of SI Units and Those Sanctioned for Use with SI Units.

Physical quantity	Symbol	Name	Sanctioned for use with SI units		
Length	m	meter			
Mass	kg	kilogram	t		
Time	s	second	mi	h	d
Volume	m ³	cubic meter	L		
Force	N	newton			
Pressure	Pa	pascal		atm	Torr
Energy	J	joule	eV	ca	
Amount of substance	mol	mole			
Concentration of solution				M	
Current	A	ampere			
Power	W	watt			
Electric charge	C	coulomb			
Electric potential	V	volt			
Electric resistance	Ω	ohm			
Temperature	K	kelvin	°C		
Luminous intensity	cd	candela			
Luminous flux	lm	lumen			
Illumination	lx	lux			
Magnetic flux	Wb	weber			
Magnetic flux density	T	tesla			
Magnetic density				G	
Inductance	H	henry			
Conductance	S	siemens			
Frequency	Hz	hertz			
Capacitance	F	frad			
Plane angle	rad	radian			
Solid angle	sr	steradian			
Activity of a radioactive source	Bq	becquerel			
Absorbed dose	Gy	gray			
Dose equivalent	Sv	sievert			
Plane angle	rad	radian	°	'	"

Reviewing

The primary criteria for the acceptance of manuscripts are their originality and significance to atmospheric environmental research. If they fulfill these criteria, the Editorial Committee will select an Editor and reviewers for their competence in specialized areas of the atmospheric environmental research. Their names are disclosed to authors.

The corresponding author will receive a decision letter from the Editor together with reports from the reviewers. When a revision of a manuscript is requested, the author must respond in an accompanying cover letter to the comments of the Editor and reviewers; must indicate which comments have been incorporated in the revision; and must give reasons why any comments have been disregarded. The revised manuscript must be returned within the period assigned by the Editor. A revised manuscript received after this time will be considered a new submission.

[After your manuscript is accepted]

1. When your manuscript is accepted, you will be asked to turn in your material by both printed matter and digital files.

If you are unable to prepare your figures in the appropriate files, please send your figures printed on glossy paper by mail. The figures should be the same size or slightly larger than the size you wish it to be printed.

2. Proof reading.

Authors are responsible for reading page proofs and correcting typographical errors. Major changes from the manuscript must be avoided.

3. Reprints.

Charge of 50 reprints includes page charges. It costs ¥3,000 per an extra 50 reprints.

4. Page charge.

Page charges for articles are shown in Table 2. Authors will be able to know the number of pages by using the template.

Table 2 List of page charge.

Number of printed pages	Page charge (with reprint charge)
Less than 6	¥39,000
7	¥44,000
8	¥49,000
9	¥55,000
More than 9	Cost an extra ¥6,000 per 1 page

5. Publication on J-Stage

Accepted papers are supposed to be opened to the public through J-Stage web site (<http://www.jstage.jst.go.jp/browse/taiki/-char/ja/>). J-Stage allows authors to use color pages without any charges. Therefore, authors will be requested to send the color manuscript as well if authors prefer color to black and white for J-Stage publication.