

# *Journal of Asian and African Studies*

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The Journal of Asian and African Studies welcomes contributions of “Articles” and “Source Materials” in Japanese, English, or French. Articles present original work focusing on linguistic, cultural and/or historical studies related to Asia and Africa. Source Materials provide data to be shared with researchers in relevant fields, such as texts with transcription and translation, or word lists of a language that has been little described. All papers submitted for publication in the Journal are reviewed anonymously by at least two referees.

## **Guidelines for Authors**

To submit a manuscript for consideration, send three hard copies and the computer file to the Editorial Committee (address below). Microsoft Word files (.doc), rich-text files (.rtf) are preferred formats. When special fonts or symbols are used in the manuscript, they should be listed on a separate sheet. Regardless of the category of the submission, the paper must be an original work of the author(s), should not have been previously published elsewhere and should not be simultaneously under consideration for another journal.

Manuscripts must be either printed out or typewritten on A4 size paper, single-sided with 22 mm margins. The body of the text must be in 12pt fonts and double-spaced. On the first page of the manuscript, only the title of the paper, the name(s), the affiliation(s) and the e-mail address(es) of the author(s), and the category submitted (either “Article” or “Source Material”) should be indicated. This information (apart from the title) should not appear elsewhere in the manuscript.

Any manuscript that does not follow the style of the Journal will be returned to the author. In particular, the following should be observed.

- a) The second page should start with the title, followed by an Abstract in English of 300 to 500 words. (Do NOT include the name of the author here.)
- b) Following the Abstract, supply a table of contents and a list of five keywords in English.

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- d) References in the text should appear in the following form: Taylor 1976:189-190.  
Full references should be provided at the end of the text, following the style of the Journal.
- e) Tables, figures, and photographs should be attached on separate sheets, and the approximate position where they should appear must be indicated in the text. All the tables, figures and photographs must be numbered and have a title. A clear copy of each of the tables, figures and photographs suitable for printing should be submitted in addition to those sent as a part of the three required copies of the manuscript.
- f) Whenever a form or sentence of a language that is different from the one used for the text is cited, both word-to-word (or morpheme-to-morpheme) translation (or, ‘gloss’) and the translation should be provided. Examples are shown below.

(1) *nákorera ébaná.*

I.am.working.for children

‘I am working for the children.’

(2) *n-á-kor-er-a ébaná.*

1SG.SUB-PRES.PROG-WORK-BEN-FIN children

‘I am working for the children.’

When such forms and/or sentences are cited in the text, they should be in italics.

The author will be required to check the first proof, and the second (and later) proof(s) if the Editorial Committee considers it necessary. Apart from the corrections of typographical errors, no substantive changes will be allowed. It should be noted that it is considered to be a part of the agreement in publishing a work in the Journal that the Editorial Committee reserves the right to reproduce and transmit all the contributions published in the Journal by electronic and other means (such as on the Institute web site).

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