**How to Write Manuscripts in English for Contribution**

**to Journal of the Geodetic Society of Japan**

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「測地学会誌」英文投稿原稿の書き方

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要旨

要旨は，本文の内容の羅列ではなく，簡潔，明瞭かつ包括的なもので，本文中の方程式，図などを参照せずに理解できるものとし，結論の要約を含むものとする．

Abstract

An abstract should be concise, clear and comprehensive. It should be intelligible in itself without reference to equations or figures in the text, should not be a table of contents, and should summarize the substances of the conclusions.

**1. Title**

For Original papers, Memorial papers for Tsuboi Prize, Letters to the Editor, Technical reports, Database, Documentation, and Data Paper, Review papers, Tutorials, and Reports written in English, the title of the paper, the full names of the authors, the names and the addresses of the institutions should be given at first in this order in English. With the exception of an article, a preposition and a conjunction, all words of the title should be capitalized. The title, the names of the authors, the names of the institutions written in Japanese should be added next. However the Japanese parts can be omitted for foreign authors. In such a case, the Japanese parts are entrusted to the Editorial Committee (named “the Committee” hereafter). For Book reviews and Introductions, and Forum written in English, the title of the paper, and the full names of the authors should be given in English.

**2.　 Abstract**

　 For Original papers, Memorial papers for Tsuboi Prize, Letters to the Editor, Technical reports, Database, Documentation, and Data Paper, and Review papers written in English, an abstract written in Japanese first and an English abstract next should be entered. However the Japanese abstract can be omitted for foreign authors. In such a case, the Japanese abstract is entrusted to the Committee.

**3. Text and Style**

**3.1. Text**

On the head of each section of a text, a consecutive number of Arabic figures and a simple section title should be attached. The English manuscripts should be written in double spacing on the paper of A4 size.

A formula in a line of the text should be remained in a line, for example, not as

or but as ,

An equation with a parenthesized Arabic number on the right-hand side in a line should be written as

(1)

The literature citations in the text should be described by authors and year published as examples of “Heiskanen and Moritz (1967) and Takemoto *et al.* (1990) discussed …” or “… was discussed (Heiskanen and Moritz, 1967; Tsuboi, 1979; DeMets *et al.*, 1995).” All the citations should be listed in the table of References in the alphabetical order under the first author’s name at the end of text. The citations from the same first author should be listed in the following order: 1. First author alone, list chronologically. 2. One coauthor, list alphabetically by coauthor and then chronologically. 3. Two or more coauthors, list chronologically. In the case of plural citations from a first author published in the same year, a, b … should be added to the year of publication. If a Web Page was cited, add the date of citation to the cited Web Page address.

It is preferred to avoid the annotation. If necessary, however, it should be footnotes adding the note number at the point in the manuscripts as “Note 1” and the contents should be written in a separated paper with the note number.

**3.2. Figures, Photographs and Tables**

Figures, Photographs and Tables should be numbered consecutively with Arabic numbers, respectively. In these cases, the explanations of the Figures (Photographs) should be attached under the respective Figures (Photographs) as “Fig. (Photo.) 2. Explanation of the figure (photograph).” and that of the Tables should be written on the upper side as “Table 3. Explanation of the table.”. The citations of Figures (Photographs) or Tables in the text are made as “Refer to Figure (Photograph) 2” or “Refer to Table 3”.

Figures should be drawn clearly in black. The lettering should be at least 1mm in final print. Figures (photographs) should be submitted by using digital files. The caption of the figure (photograph) should be written in English at the below side of the figure. If the author submits printed figures (photographs), figure (photograph) should be pasted on a mount of A4 size with the size of final print or with the ratio of reduction scale. The size of final print is limited within 130mm in page width and 180mm in page height.

The point of insertion for Figures (Photographs) and Tables in the manuscripts should be shown in the text by using red letters. Add the author’s request for color print of figures (photographs) clearly, if necessary.

**Acknowledgment**

Following the text, Acknowledgment is inserted after spacing a line.

**References**

References should be listed according to the following examples in the order of author’s name, year of publication　(in parentheses), title, name of Journal, number of volume in thick letters, inclusive pages of article, and DOI (Digital Object Identifier) if available. Citation of articles from preprint servers is also acceptable.

(Example of citations: Journals)

DeMets, C., R. G. Gordon, D. F. Argus, and S. Stein (1990): Current plate motions, Geophys. J. Int., **101**, 425-478. https://doi.org/10.1111/j.1365-246X.1990.tb06579.x

Fujiwara, S., M. Tobita, and S. Ozawa (2021): Spatiotemporal Functional Modeling of Postseismic Deformation After the 2011 Tohoku-Oki Earthquake, Research Square. https://doi.org/10.21203/rs.3.rs-423959/v1

Takemoto, S. (1990a): Laser holographic measurements of tidal deformation of a tunnel, Geophys. J. Int., **100**,99-106. https://doi.org/10.1111/j.1365-246X.1990.tb04571.x

Takemoto, S. (1990b): Local crustal strains observed with holographic interferometry, Proc. IAG Symposium No.101 “Global and Regional Geodynamics”, Aug. 3–5, 1989, Edinburgh, Scotland, Springer-Verlag, 293-302.

Takemoto, S., and T. Tsuboi (1998): Application of holography and ESPI techniques to earthquake prediction, Proc. SPIE 952 “Laser Technologies in Industry”, June 6–8, 1988, Porto, Portugal, 230-234.

Takemoto, S., K. Hirahara and T. Tanaka (1990): Crustal strain measurements using a portable laser extensometer system at Kishu, J. Geod. Soc. Japan, **36**, 101–108. https://doi.org/10.11366/sokuchi1954.36.101 (in Japanese)

Takiguchi, H., and Y. Fukuda (2006): Reduction of influences of the earth’s surface fluid loads on GPS site coordinate time series, J. Geod. Soc. Japan, in press.

(Example of citations: Books)

Heiskanen, W. A. and H. Moritz (1967): Physical Geodesy, Freeman, 364p.

Tsuboi, C. (1979): Zyuuryoku (Gravity), 2nd Ed., Iwanami Shoten, 13-14. (in Japanese)

(Example of citations: Web page)

Geographical Survey Institute (2006): Latest Information on Crustal Movement,<http://www.gsi.go.jp/>，（cited on November 24, 2006）.

**Appendix**

Following References, Appendix is put on, if necessary.