

Guidelines of Manuscript Submission for *Studies in Geolinguistics* [2024]

1. Categories (fields and types) of manuscript

a) Academic paper: Unpublished original papers concerning any language(s) spoken anywhere in the world, and desirably meeting the following conditions:

- Research using linguistic maps
- Research containing illustrations in which specific linguistic features are indicated by symbols that discriminate them
- Research in which formative processes of specific linguistic features are discussed in terms of their geographical distributions

As long as the paper meets the above conditions, it can include any other topic related to geolinguistics. Additionally, those manuscripts included in such publications as Conference Proceedings, which are deemed preprints, are treated as unpublished original papers

b) Linguistic Materials: Dialect survey reports or primary source materials which are relevant in geolinguistic research

c) Book review, Conference participation notes, academic trends, interview transcripts of researchers, records of round-table talks, etc.

d) Translations: Japanese or English translation of overseas or Japanese geolinguistic literature.

e) Short news: within one to two pages.

f) Society management committee reports: provided by the Management committee

g) Besides the above, the editorial board can invite specific researchers to contribute an academic paper, book review, academic trend, etc. to the Journal.

2. Qualification of manuscript submission

- a) Anyone residing in Japan may submit a manuscript.
- b) Those residing overseas need an introducer residing in Japan. In the event of any issues that arise, the introducer shall cooperate with the author to solve the problem.

3. Regulations and Research ethics

- a) Contributors are required to strictly adhere to the Japanese copyright act and research norms. (cf. Copyright Act - Japanese Law Translation Database System (<https://www.japaneselawtranslation.go.jp/ja/laws/view/2506>))

The Society shall cancel the acceptance in the event of material breach.

- b) Submission of a manuscript means that the contributor has granted to this Society the right of reproduction and the right of public transmission.
- c) In the event that any trouble ensues, the contributor shall be responsible for all events. The Society shall not take any other responsibilities but cancel the acceptance.

4. Language to be used

- a) Restricted to either Japanese or English
- b) Writing undertaken in a non-native language must undergo proofreading and checking by a native speaker who understands the specific contents of the given paper.

5. Size of manuscript etc.

- a) There is no restriction on the number of pages, but it is requested that the page space be used reasonably and the description should be sufficient to meet the needs.
- b) One author may make more than one submission for a single issue of the Journal. For a manuscript exceeding 100 pages, please consider submitting it as a monograph. Concerning monographs, refer to *Guidelines of Manuscript Submission for Monograph*.

6. Template

Contributors are recommended to make complete manuscripts using either the Japanese or English version of the template.

Note: The use of color maps is permissible, but the contributor should be aware of the clarity of symbols that discriminate the forms, and also, he/she should take care to produce appropriate and compact settings of map sizes in order to avoid unnecessary blanks. It is desirable to discriminate the types of forms not only by color, but also by symbol shape and size.

7. Peer review and acceptance

- a) Whether or not the manuscript is accepted is decided by the Society management committee based on the result of peer review and discussion by the editorial board. The same process shall be applied to invited manuscripts.
- b) The peer review result is classified into three categories: A) accept, B) accept after revision, and C) not accept.
- c) The notification of the peer review result is made in the Japanese language. In the

case of a B) category acceptance result, an author who cannot understand Japanese should make revisions with the assistance of the introducer.

- d) We will not take any questions from anyone regarding the reason(s) for the acceptance result.

8. Deadline (period) and address for manuscript submission

- a) Period for submission: July 1-July 10, 2024
(This deadline is not applied to invited manuscripts, for which the editorial board will notify the author of the deadline individually)
- b) Mailing address: Send the manuscript in both a WORD (.docx) and a PDF version to [gsjhenshu \[at\] yahoo.com](mailto:gsjhenshu@yahoo.com) (change [at] to @). Fill in the name(s), affiliation (s) and acknowledgment for the WORD version, but do not fill in this personal information for the PDF version.
- c) Notice of receipt: Once the manuscript arrives, a notice of receipt will be sent automatically. If you fail to receive the notice, please ensure that the correct mailing address indicated above was used.
- d) Notification of acceptance: The peer review result will be informed by August 10. If any revisions are required, the author must revise the manuscript according to the reviewers' suggestions, and re-submit it by September 4. Late submissions may not be accepted.

9. Release date and its procedure

- a) The PDF version of the Journal containing ISSN will be uploaded on the universal research data repository, Zenodo, with the endowment of DOI, by December 31, 2024 at the latest, and its link will be open to the public on the Society's website, so that anyone can download the PDF free of charge.
- b) Zenodo complies with Creative Commons Ver. 4, so that the submission of a manuscript automatically means the acceptance of its terms.
- c) Concerning the printed version, the publication is commissioned to MyISBN (<https://myisbn.jp/>), and it will be sold through Amazon Japan about one month after the release of the PDF version. Those who need it are requested to purchase it themselves individually.

10. Amendments

These guidelines may be revised based on the decision of the Society management committee. Please check from time to time the updated version cited on the Society's

website.