

Instructions to Authors

The *JOURNAL OF THE JAPANESE PHYSICAL THERAPY ASSOCIATION (JJPTA)*, the official Journal of the Japanese Physical Therapy Association, welcomes submissions of papers that deal with clinical practice, education, research, administration, public issues or historical perspectives, and pertain to rehabilitation. Manuscripts are accepted for publication on the understanding that they are original and have been submitted solely to JJPTA. Accepted manuscripts become the property of this journal and cannot be reprinted without permission of the editor.

The official language of JJPTA is English.

Categories of Manuscripts

Scientific research articles, case studies, brief reports, etc. (systematic reviews, case reports, clinical notes, professional reports, perspectives, etc., that the editorial board determines to be appropriate).

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The authors must sign and submit the copyright assignment form (see attached page) with the manuscript to confirm their authorship responsibility and to transfer copyright privileges.

Conflict of Interest (Financial Disclosure)

Authors must reveal to the Editorial Board any conflicts of interest and financial disclosures (consultant fees, stock holdings, financial contributions, patents, etc.).

Ethics

The authors must indicate and record whether the procedures were well in accordance with the ethical standards of the Helsinki Declaration.

General Instructions

Manuscripts must include the original paper plus all figures and tables. Units of measurements must be metric (SI). Authors are advised to carefully proof the manuscript (including tables, references and graphic data) before submitting it. Publication is generally in the order of acceptance after refereeing.

Title page

Each manuscript must include a title page that gives the full title of the paper and a separate page for the authors' full names, academic qualifications, present affiliations, mailing addresses, and type of paper (scientific research article, report, notes, etc.).

At least three key words relating to the paper's contents should be included in the title page.

If the authors intend to include a Japanese title, it should be attached.

A running title not exceeding 40 letters should be included.

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A formatted structured abstract of no more than 250 words must accompany the manuscript. For Japanese authors, an abstract in Japanese of approximately 400 characters should also be attached.

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Reports of research studies should be organized as follows: a short introduction providing rationale for the study, methodology, results, discussion, and conclusion. In the case of a non-experimental report, the article should contain a statement of purpose, literature review, topic presentation (including theoretical or factual data and a relevant discussion) and a conclusion (including implications or recommendations).

References

References to published materials must be numbered consecutively throughout the text. Each reference number is placed immediately after the named reference or, if no specific person is named, at the end of the appropriate phrase. Arabic numerals should be used, and they should be inserted half a line above the regular line of the text and enclosed in a single parenthesis.

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The following are examples of references:

- 1) Tompkins J, Bosch PR, Chenowith R, Tiede JL, and Swain JM: Changes in Functional Walking Distance and Health-Related Quality of Life After Gastric Bypass Surgery. *Phys Ther.* 2008, 88: 928–935.
- 2) Smith LK, Weiss EL, and Lehmkühl LD: *Brunnstrom's Clinical Kinesiology*. 5th ed, Philadelphia, F.A. Davis, 1996, pp. 266–267.
- 3) Kocher MS: Evaluation of the medical literature. Chap 4. In: Morrissy RT and Weinstein SL (eds): *Lovell and Winter's Pediatric Orthopaedics*. 6th ed, Philadelphia, Lippincott Williams & Wilkins, 2006, pp. 97–112.

Authors are responsible for the accuracy of their references. To avoid errors or omissions, it is imperative that references be double-checked in the final draft of the manuscript before submitting it to the editorial office.

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Tables should supplement, not repeat, the text material. All tables must include a title and be numbered in numeric sequence in the text. Symbols for units should be confined to column headings. All data must be checked for accuracy.

Figures

The figures should be numbered in numeric sequence and each one should have a title and legend. The site of the insertion of the figures and tables should be indicated in the text.

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