

International Journal of Sport and Health Science

Submission Guidelines

1. Areas of interest

In the journal, the areas of interest are aging and health promotion, biomechanics, coaching and training, cultural anthropology, growth and development, history, management, philosophy, pedagogy, physiology, psychology, sociology, test and measurement.

2. Responsibility of author(s)

Corresponding author is responsible for any statement of article published in the journal. Care should be taken in any experiments involving human and animal subjects so as to protect the rights of the humans and avoid the cruelty to the animals. Articles submitted for publication should explicitly include any description which complies with such ethical considerations.

3. Qualifications

3.1. Qualifications of the contributors

Anyone, member or non-member of this society, can submit a manuscript to the journal.

3.2. Papers to be submitted

Submitted manuscript must not have been published previously and be written without infringing the copyrights of others.

However, the papers that have been published in Japan Journal of Physical Education, Health and Sport Sciences can be accepted as secondary publications, if the requirements shown in 3.3. are fulfilled.

3.3. The definition and collateral requirements in secondary publication

3.3.1. The definition of secondary publication is that Japanese papers which have been published in Japan Journal of Physical Education, Health and Sport Sciences are re-written in English, and submitted to and published in IJSHS.

3.3.2. Authors should obtain permission from the editorial boards of both journals before submitting a manuscript for the secondary publication.

3.3.3. Papers which published in Japan Journal of Physical Education, Health and Sport Sciences after March 2003 (first publication of IJSHS) can be submitted for secondary publication.

3.3.4. For the secondary-publication submission, at least 1 week need to be past after online release as Advance Publication of the papers in Japan Journal of Physical Education, Health and Sport Sciences.

3.3.5. The papers for secondary publication need correctly to reflect the purpose, results and discussion of the original papers.

3.3.6. The information of the original paper has already been published in Japan Journal of Physical Education, Health and Sport Sciences (volume, issue) must be included in the footnote of the title page in the secondary publication.

4. Types and research contents of submitted articles

4.1. Types

The journal welcomes submissions of the following article

types: review, paper, case study, brief report,

and letters to the editor-in-chief.

4.2. Maximum length

Review — 8 pages (up to 8 tables and figures)

Paper — 6 pages (up to 6 tables and figures)

Case Study — 4 pages (up to 4 tables and figures)

Brief Report — 3 pages (up to 3 tables and figures)

Letters to the Editor-in-Chief — 2 pages (up to 2 tables and figures)

For counting the length of an article, it should include title, abstract, text, references, tables and figures. 730 words without tables and figures approximately equal the content of 12 double-spaced manuscript pages.

4.3. Review:

Includes author's unique opinion as well as a summary of

researches all over the world on a particular subject.

4.4. Paper:

The paper which provides new concepts and findings and draws a clear conclusion through reasonable demonstration will be appropriate for publication in this journal.

4.5. Case Study:

Case study should describe specific cases that provide relevant

information and the scientific implications over the IJSHS

research area.

4.6. Brief Report:

Brief report should present the newsworthy data being published

in spite of an uncompleted research, or new interpretations of old

data, simple new techniques or devices, or points of historical

interest in the IJSHS research area.

4.7. Letters to the Editor-in-Chief:

Letters to the Editor-in-Chief will provide opinions that promote constructive discussion or report important information regarding papers published in IJSHS within the past 12 months.

5. Language and units used in article(s)

5.1. Language

Manuscripts should be submitted in English.

5.2. Units

The International System of Units (SI) is preferable, but the centimetre-gram-second system (CGS) is acceptable.

6. Submission

6.1. Submission of an article

6.1.1. If English is not your first language, it is preferable for manuscripts to be checked by English native(s) prior to submission.

6.1.2. The editorial board of IJSHS requests author(s) to use the online submission and review system, J-stage.

6.1.3. The editorial committee may ask for submission of explanatory notes written in Japanese in addition to the manuscripts written in English.

6.1.4. [The Guidance for Submission](#) is defined elsewhere.

6.2. All inquiries should be sent to:

Secretariat, International Journal of Sport and Health
Science, Kishi Memorial Hall

1-1-1 Jinnan, Shibuya-ku, Tokyo 150-8050 JAPAN

E-mail: ijshs@taiiku-gakkai.or.jp

7. Review of an article

7.1. Reviewing

Any submitted article will be reviewed by the editorial committee. Note that the reviewing process is based on peer review.

7.2. Receipt and acceptance date of manuscript

The date of receipt will be the date at which the manuscript is submitted online.

The acceptance date of the manuscript will be the date at which the manuscript is accepted by the editorial committee.
The accepted article will be subject to proofreading by the editorial committee.

8. Charges

For publication, no charges are levied on author(s).

9. Copyright

All copyrights of the articles published in the journal (including Copyright Law of Japan Article 27. and 28.) belong and transfer to Japan Society of Physical Education, Health, and Sport Sciences. Each author takes responsibility for any statements in the article.

IJSHS Instructions to Authors

1. Submission

1.1. All submissions and reviews are done online in "IJSHS". Access the following website and submit your manuscript by the step-by-step instruction.

<http://www.editorialmanager.com/ijshs/>

1.2. For submission, refer to the "IJSHS Submission Guidelines".

1.3. When revisions are requested by the journal's editorial board, authors must resubmit the revised manuscript within 60 days. If resubmission takes more than 60 days, the manuscript will be treated as a new submission.

1.4. If errors are found after "advance publication" and before "conventional publication", authors can correct the errors under the approval of the Editor-in-Chief and publish the corrected version in a conventional publication.

1.4.1. If errors are found after "conventional publication", authors can correct the errors in a "Correction" with the approval of the Editor-in-Chief.

2. Manuscript format

2.1. Manuscript, Figures and Tables should be submitted in Word, WordPerfect, RTF, TXT, LaTeX2e, AMSTeX, TIFF, GIF, JPEG, EPS, Postscript, PICT, PDF, Excel, PowerPoint which can be uploaded in Auto-PDF Build Function of Editorial Manager, and the file size should not be limited.

2.2. For movies, file formats and file size should not be limited. To upload movies, select invariably "Video" in Auto-PDF Build Function of Editorial Manager. Note that personal information specifying the author(s) should not be included in the file names, file properties and so on, to assure a fair review.

3. Corresponding author

Designate one author who is responsible for the manuscript as it moves through the journal's submission process.

4. Manuscript guidelines

4.1. Manuscripts should consist of title, abstract, running title, key words, text, reference list, figures and tables, and legends of individual illustrations.

4.2. Manuscripts should not contain the authors' names, affiliations or addresses, to assure a fair review.

4.3. Acknowledgements and appendices should be added after "acceptance" of the manuscript and should not be included in the manuscript when it is submitted.

4.4. Manuscripts are not allowed to change authors after "acceptance".

5. Manuscript preparation

5.1. Title page

5.1.1. The title should be concise and should appropriately describe the contents of the paper. Note that words such as "observation on", "specific (some)" and "study" may be deleted by the editor.

5.1.2. If there is a subtitle, use a colon between the title and the subtitle.

5.1.3. Capitalize the first letters of all words in the title and the running title except for prepositions, articles and conjunctions.

5.1.4 The running title should be within 50–60 letters including spaces.

5.2. Abstract and Key words

5.2.1. The abstract should be a concise and factual description of the contents and should be approximately 400 words in length.

5.2.2. Key words should appropriately represent the contents and features of the paper and should be useful when conducting a literature search. The number of key words should be between 3 and 5.

5.3. Text guidelines

5.3.1. Top, bottom and side margins should be at least 25 mm, and the font should be 12 point.

5.3.2. All papers in the text should be numbered consecutively, and line numbers should be added in each page.

5.3.3. Papers should not be of an advertising nature. Use generic rather than trade names.

5.3.4. For particular manufactured goods, manufacturing processes and equipment that are not generally well known, an explanation as detailed as possible, the machine type number, manufacturer and address should be provided in footnotes.

5.3.5. Use the following classification, in principle, for section, subsection, heading and subheading.

Section: 1. 2. 3.

Subsection: 1.1., 1.2., 1.3.

Heading: 1.1.1., 1.1.2., 1.1.3.

Subheading: (1), (2), (3)

5.3.6. Do not use abbreviations for uncommon technical terms.

5.3.7. Chemical names or chemical formulae can be used to express the names of elements, alloys and compounds.

5.3.8. Fractional expressions should be as follows, in principle. However, simpler expressions may be on a single line, as follows.

$$\frac{a}{b} \frac{(a+b)}{(c+d)} \Rightarrow a/b \quad (a+b)/(c+d)$$

5.3.9. Define all mathematical symbols, subscripts and superscripts clearly.

5.3.10. Use the Christian Era for year numbers.

5.4. Citation

5.4.1. When citing references in the paper, carefully select those that are essential, and be sure to cite them correctly. References in the text should be indicated by the authors' names and year of publication, in principle.

5.4.2. When quoting from other publications in the text, the quoted words or sentences should be enclosed in " ".

5.4.3. For two authors, give both names using "and", and for more than two authors, use "et al."

"..." (Park and Harris, 1998)

"..." (Harris et al., 1998)

5.4.4. When specifying the papers referred to in the text, write the authors' names and year of publication as follows. If citing multiple publications by the same authors, years of publication are separated by commas (,) in parentheses. If citing multiple publications by the same authors in the same year, distinguish them with a, b, c, ... added to the year of publication.

According to Harris (1996), ...
According to Park and Harris (1996, 1998), ...
According to Harris (1995, 1997a, 1997b), ...

5.5. References

All references listed should be cited in the text.

5.5.1. Bibliographic data should include authors' names, year of publication, article title, journal title, volume number, and first and last page numbers, in this order. No serial number should be given before authors' names. For authors' names, family name and initials of first and middle names should be given in this order, and the year of publication in parentheses should immediately follow authors' names (author-date method). Journal titles should be given in roman (upright) letters, using the designated abbreviation for each journal title or widely and conventionally used abbreviation. No issue number should be given.

The list of references should be in alphabetical order according to the family name of the first author.

5.5.2. Accessed date should be specified in referring to website.

5.5.3. In bibliographic data, delimiters should be used correctly according to the following examples.

Andre, T. (1986). Problem solving and education. In G. D. Phye & T. Andre (eds.), *Cognitive classroom learning: Understanding, thinking, and problem solving* (pp. 169-204). New York: Academic Press.

Endo, T., Tauchi, K., and Ogata, M. (2008). Development of running and footwork abilities from a viewpoint of jumping ability characteristics. *Int. J. Sport Health Sci.*, 6: 120-127.

MEXT (2009). The New Course of Study in higher school.
http://www.mext.go.jp/a_menu/shotou/new-cs/youryou/1282000.htm.
(accessed 2008-08-25).

5.5.4. For articles written in languages other than English, titles should be translated into English and given in bracket. If possible, the title in the original language or in roman letters should be given before the title translated into English. The language of the original article should be shown in parentheses at the end.

Nakamura, T. (2010). Gakusei yakyu kensho towa nanika: Jichi kara miru nihon yakyushi [What is the Japan Student Baseball Charter ? : Japan baseball history in the light of autonomy]. Tokyo: Seikyusha. (in Japanese)

5.5.5. Books translated from another language should include details of the translator.

Armstrong, A. (2012). スポーツと体育科教育 (G.Onigawara Trans.). Tokyo: Gakumon Press. (Original work "Sports and physical education" published 2010)

When citing the above reference in the text, write the author's name and year of publication as follows: (Armstrong, 2010/2012).

5.5.6. If advance online version of articles or publications in electronic form are listed in References, Digital Object Identifier (DOI) should be given by reference to the following example.

Endo, T., Tauchi, K., and Ogata, M. (2008). Development of running and footwork abilities from a viewpoint of jumping ability characteristics. *Int. J. Sport Health Sci.*, doi: 10.1111/j.1475-6781.2008.00116.x.

5.6. Footnotes

5.6.1. Footnotes should be used sparingly and kept to a minimum in number.

5.6.2. Footnotes should be numbered consecutively throughout the text with superscript Arabic numerals (e.g. ^{*1}, ^{*2}) and appear in a section before References as "Note".

5.7. Figures, tables and photographs

5.7.1. Photographs are classified in the same category as figures.

5.7.2. Figures and tables should be numbered separately and consecutively (For example, Figure 1, Figure 2, Table 1, Table 2).

5.7.3. Capitalize only the first word of the caption.

5.7.4. Each figure and table should have a concise caption that will be intelligible to the reader without reference to the text.

6. Resubmission

6.1. Revisions should be in red letters. While the revised manuscript is being reviewed, all reviewers' comments and author's answers will be released to each reviewers.

[November 16, 2002]

[Partial revision in August 11, 2003]

[Partial revision in December 14, 2009]

[Partial revision in June 28, 2010]

[Partial revision in May 1, 2011]

[Partial revision in May 12, 2012]

[Partial revision in April 30, 2014]

[Partial revision in March 17, 2015]

[Partial revision in June 26, 2018]

[Partial revision in July 24, 2019]

[Partial revision in March 18, 2020]

Peer review process

1. Author submits a manuscript in J-stage.
2. The section editor screens the manuscript before entering the review process and then assigns an editor in charge for it.
3. The editor in charge chooses at least two reviewers for a given article. The reviewers are anonymous and asked to complete the review in 4 weeks. The referees may be members of the journal's editorial board, if they have sufficiently specialized knowledge of the paper's field, or may be others from a list of experts known to the editor.
4. The IJSHS peer review evaluation is classified as follows:
 - A: Accept as it is
 - B: Revision
 - C: Reject
 - D: Decline
5. After evaluating the review work, the editor in charge decides what to advise: the paper can be rejected, accepted, or requested to be revised. In this later case, the review process is performed again. When the reviewing and revising processes of the manuscript are repeated more than twice, in this case, the editor in charge can promote the review process effectively.
6. When the decision based on the referee comments is accepted by editorial board members, the corresponding author and reviewers will be notified of acceptance or rejection by the Editor-in-Chief.