

# INSTRUCTIONS FOR AUTHORS

## 1. Submission of articles

Animal Eye Research allows unpublished articles that may contribute to the development of basic research and clinical practice in the field of comparative ophthalmology. Manuscripts are to be written in Japanese or English. English manuscripts and the English summaries of Japanese manuscripts [see section 4.7] should be appropriately reviewed by native speakers before submission.

## 2. Manuscripts types

**Review :** Manuscripts that comprehensively describe basic/clinical research, novel findings/theory, new or important diagnostic/therapeutic technologies, and disease prevention, including the latest information relating Japan domestic and/or overseas on the field of comparative ophthalmology, will be evaluated by two or more reviewers, including editors.

**Original Report and Note :** Manuscripts on basic/clinical research in the field of comparative ophthalmology will be evaluated by two or more reviewers, including editors.

**Case Report :** Manuscripts that report single or multiple cases in comparative ophthalmology will be evaluated by two or more reviewers, including editors.

**Letter (including technical lectures, reference materials, and literature introduction) :** Manuscripts regarding technical/clinical experiences, commentaries on diagnostic and/or therapeutic theories and relevant technologies, introduction of the latest pharmaceuticals and diagnostic/therapeutic devices, and introduction of the latest literature in Japan domestic and overseas in the field of comparative ophthalmology are reviewed by editors.

**Proceeding (annual meeting report) :** Abstracts, slide files, and written texts of presentations at the annual meetings of the Japanese Society of Comparative and Veterinary Ophthalmology are reviewed by the editor-in-chief.

## 3. Qualification of submission and publication fee

First or corresponding authors are exempt from a submission fee, if they are general or honorary members or honorary professionals of the Japanese Society of Comparative and Veterinary Ophthalmology. First or corresponding authors should pay a submission fee (25,000 yen for reviews, original reports, notes, and case reports, and 13,000 yen for letters), if they are not members of the society. The submission fee will be transferred to the account designated by the society after the acceptance of the article. Invitation manuscripts are exempt from a submission fee. For articles exceeding the page limitation, the author should pay for the charge of the excess pages (10,000 yen/page). Reprint fees should be paid by authors.

## 4. Manuscript preparation

- 1) For manuscript preparation, a personal computer (PC) that allows data storage to electronic media

should be used. Although any PC model can be used, see section 5.4 for restrictions on data storage before submitting a final draft. The manuscript should be double spaced (24-26 lines per page) in A4 size paper with appropriate margins. The text should be paginated and all lines should be numbered consecutively on the left margin.

- 2) On the first page of the manuscript, the type of manuscript (review, original report, note, case report, letter, and annual meeting report), title, author's name, affiliated institution and its postal code and address, telephone and fax numbers, E-mail address, and the names and addresses of corresponding authors should be written in both English and Japanese, with up to five keywords (for choosing keywords, refer to Excerpta Medica, CAB Abstracts, and Biological Abstract).
- 3) For original reports, Summary, Introduction, Materials and Methods, Results, Discussion, Acknowledgments, and References should be written in this order. As a general rule, the number of printed pages, including figures and tables, will be limited to 12. For reviews, Summary, Text, Acknowledgments, and References should be written in the same order as their original reports. However, they may be written in the above order, as needed. Although there is no page limitation, the editorial board may request division of manuscripts for publication.
- 4) For notes and case reports, Summary, Text, Acknowledgments, and References should be written in this order, and not classified as in the original reports, except for Summary, Acknowledgments, and References. As a general rule, the number of printed pages, including figures and tables, is limited to seven.
- 5) For letters, Summary, Text, Acknowledgments, and References should be written in this order, and not classified as in the original reports, except for Summary, Acknowledgments, and References. As a general rule, the number of printed pages, including figures and tables, is limited to seven.
- 6) For annual meeting reports, Summary, Text, Acknowledgments, and References can be written in any order as decided by the authors, although this order is desired. As a general rule, the number of printed pages, including figures and tables, is limited to five. The manuscripts in the form of documents distributed for slide presentations at the annual meetings can also be allowed. However, in this case, the summaries of the presentations and the manuscripts of the documents distributed for slide presentations should be written in this order. In this case, there is no page limitation.
- 7) As a general rule, Japanese and English summaries should be attached for English and Japanese articles, respectively.

- 8) Weights and measures should be described in SI units.
- 9) For reagents and devices, purities or model numbers, manufacturers, cities, and country names should be written.

10) References

1. References should be written in the following order of priority: alphabetical order of first author's and coauthors' last names (alphabetical order of first name in case of the last name being the same), chronological order, and alphabetical order of second author's last name. In the text, corresponding reference numbers are added to the upper right of citations [e.g., 1), 2-5) or 1, 3-5)].
2. For journals, reference numbers, authors' names (years of publication), titles, journal names, volumes, and first to end pages should be written in this order. For multiple authors in references, fourth and subsequent authors should be omitted.

[Examples]

- 1) Bachrach, A. Jr., Johnes, M. M. and Laulell, A. A. (1987) : Ophthalmic emergencies. *In: Proceedings of 10th World Congress of the World Small Anim. Vet. Assoc. Royal Netherlands Vet. Assoc.* 177-184.
- 2) Kuno, H., Usui, T., Eydeloth, R. S. et al. (1991) : Spontaneous ophthalmic lesions in young Sprague-Dawley rats. *J. Vet. Med. Sci.* 53: 607-614.
3. For books, reference numbers, names of the authors (years of publication), titles of references, names of books, volumes or editions (editors' names), range of pages of citations, publishers' names, and city names of addresses should be written in this order. For citations of entire books, their titles and first to end pages can be omitted. For multiple authors in references, fourth and subsequent authors should be omitted.

[Examples]

- 1) Bisseru, B. (1975) : Ascariasis and visceral larva migrans. *In: Disease transmitted from animals to man.* 2nd. ed. (Hubbert, W. T. et al. ed.). pp. 584-600. Charles C. Thomas, London.
- 11) Black and white or color figures and/or tables should be prepared separately from texts. As a general rule, their titles and legends should be written in English at the bottom for figures and at the top for tables.

**5. Sending and handling of submitted manuscripts**

1) Sending

Text (Word format), figure (JPEG, TIFF, or PNG format, preferably, JPEG format), and table (Excel or Word format) files should be submitted to the editorial board (editor@jscvo.jp). Large files (>12 MB), which cannot be sent, should be divided and sent separately.

2) Receipt

The receipt date is the date of receipt by the editorial board.

3) Review and acceptance

The editorial board and reviewers evaluate submitted manuscripts, and the editor-in-chief decides to accept

or reject them. During this process, the authors may be requested to revise their manuscripts. Articles with ethical problems with animal handling or diagnosis and treatment are rejected. Animal experiments should be permitted by relevant review boards at authors' institutions. Accepted articles are dated for notification to the authors. Rejected articles will be returned to authors.

4) Sending of final drafts

Authors notified of acceptance should submit the electronic files of final drafts in Word and Excel formats to the editorial board. Figures should be prepared in high resolution (black and white 1,200 dpi, color 300 dpi) and a maximum width of 77 or 160 mm. Final drafts can be submitted in a JPEG, TIFF, or PNG format, preferably in a JPEG format. Please note that submitted files are not returned. For inquiries, contact the editorial board.

**6. Copyright**

The copyrights of the articles published in *Animal Eye Research* belong to the Japanese Society of Comparative and Veterinary Ophthalmology.

**7. Inquiries about manuscripts**

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