

Japan Review Style Guide

About the Journal

Japan Review is an interdisciplinary journal publishing cutting-edge empirical and theoretical research on Japan and its place in the world. Contributions of interest to the journal range across the humanities and social sciences, from arts, linguistics, literature, religion, and culture, to anthropology, history, politics, economics, international relations, and law. All research articles are subject to a rigorous peer review process, based on initial editorial screening and anonymous double-blind reviews by at least two external referees. The journal considers proposals for both [Special Issues](#) of the journal, and [Special Sections](#) within it, and also publishes shorter research notes, review essays, annotated translations of important texts, and book reviews.

Japan Review is published annually, both online and in a handsome print format, by the International Research Center for Japanese Studies, Kyoto (Nichibunken). Nichibunken, in accordance with the Center's "Operating Guidelines," digitalizes and preserves the full text of articles, book reviews and other items published in *Japan Review*. All *Japan Review* content is available open access via the journal's website (<https://www.nichibun.ac.jp/en/publications/data/jare/>) and through other academic databases licensed by the Center (such as JSTOR or EBSCO). *Japan Review* is indexed by SCOPUS and Web of Science.

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1. **Instructions for Authors**

1.1. **Submission of Manuscripts**

Manuscripts submitted to *Japan Review* should be sent in Word as an email attachment or via file-sharing software to the Editor, Edward Boyle (jr-editors@nichibun.ac.jp).

1.2. **Preparation of Manuscripts**

1.2.1. *Japan Review* draws on the *Chicago Manual of Style*, and follows the conventions of American English usage. On spelling and punctuation, see section 4.10.

1.2.2. Manuscripts should be 12 point, double-spaced, and in Times New Roman. The language of all submissions should be as clear as possible. Manuscripts submitted to *Japan Review* should not be under consideration elsewhere.

1.2.3. Your manuscript should be compiled in the following order: title; abstract; keywords; main text introduction; body of the article; conclusion; appendices; and references. The manuscript should be fully anonymized, and references to the author's other work kept to a minimum.

1.2.4. Abstracts should be 150–250 words, plus 5–10 keywords. Please exclude from the keyword list words that appear in the title of the article.

1.2.5. A Cover Sheet should be submitted as a separate file. This should provide the title, abstract and keywords of the article, word count, acknowledgements, and full contact details for the author (email address, postal address, telephone number).

1.2.6. Please send separate files for all images and graphs. Indicate in the main body of the manuscript where any images and graphs are to be placed. Please attach a separate list of images, graphs, tables, and so on, including their captions, along with proof of any permissions required. (See section 3.3 for technical requirements for images.)

1.2.7. If submitting an annotated translation, a copy of the text in the original language must also be supplied.

1.2.8. A typical manuscript is normally 10,000 words in length, including footnotes, tables, references, and captions, but the Editor will accept longer manuscripts.

1.3. **Manuscript Evaluation**

1.3.1. Manuscripts will be initially screened by the Editor in order to ascertain they fall within the scope of the journal. Manuscripts judged as potentially publishable by the journal will be sent out for peer review.

1.3.2. All manuscripts submitted as research articles will be peer reviewed by at least two external referees. Referees will advise the Editor on whether the manuscript meets scholarly standards in its argument and use of primary and secondary sources, and whether the manuscript makes an original contribution to the field of Japanese Studies.

1.3.3. Referee reports will be returned to the author, together with the journal's decision regarding the feasibility of publication. These decisions are as follows:

Desk rejection: the Editor judges that poor research design or poor writing makes envisaging publication impossible, or that the content of the manuscript falls outside the scope of *Japan Review*.

Rejection with review: the Editor found the article compelling enough to send for review, but on the advice of the Referees has concluded that the manuscript is unpublishable in its current form.

Revise and resubmit: the Referees and the Editor have found problems with the manuscript, but think that it may be publishable if changes are made. This is not a guarantee of publication, but it is not a rejection either. Almost all research articles are initially revised-and-resubmitted based on comments from Referees and the Editor.

Accept with revision: very rare on first review. If the required changes are made, the manuscript will be judged suitable for publication.

1.3.4. Any decision to publish rests with the Editor, and the Editor's decision is final.

1.3.5. All articles and book reviews are subject to editorial revision.

2. Copyright

2.1 Licensing

2.1.1 The copyright for all manuscripts published in *Japan Review* resides with their authors.

2.1.2. When a manuscript is accepted for publication in *Japan Review*, we ask that authors do not distribute their manuscript in any shape or form prior to publication.

2.1.3 We request authors submit to the Editor requests to republish material elsewhere, and to include written acknowledgment of first publication in *Japan Review*.

2.1.4 *Japan Review* will seek the permission of authors regarding the republication of essays and reviews previously published in the journal.

3. Illustrations/Images

3.1. Permissions

3.1.1. According to Japanese copyright law, the reproduction of illustrations/images may be treated as "a textual citation." In other words, as with a citation from a text, so with an illustration: reproduction does not require permission provided requisite conditions are met (for example, that the illustration/image is already published and that the source is duly acknowledged).

3.1.2. For items not already published, you are required to seek permission from the owner and holder of the copyright. Moreover, if the copyright is held by the photographer of the illustration/image, then permission to reproduce is required.

3.1.3. When permissions for illustrations/images are required, the author is personally responsible for seeking and obtaining those permissions.

3.1.4. Nichibunken will not cover costs incurred in using illustrations/images.

3.1.5. When an application for permission has to be made directly by the publisher of *Japan Review*, and only in cases when permission is granted free of charge, Nichibunken will make the application.

3.2. Format

3.2.1. All illustrations/images should be submitted as separate JPEG or TIFF files. (For the use of other formats, please consult the Editor.)

3.2.2. Captions for images must be in a separate Word file.

3.2.3. The author should indicate clearly in the manuscript where illustrations/images are to be placed.

3.3. Resolution

Actual-size illustrations/images should be at least 350dpi for color, and 300dpi for black and white. For line art, images should be 600dpi.

4. Stylistic Conventions

4.1. Basics

4.1.1. *Japan Review* uses a modified version of the Chicago style, which deploys Author-Date citations in footnotes, and provides a complete list of references at the end of the manuscript. Authors should refer to section 6, and to past issues of *Japan Review* at <https://www.nichibun.ac.jp/en/publications/data/jare/>.

4.1.2. For stylistic conventions not listed here, please refer to the *Chicago Manual of Style*.

4.1.3. For the romanization of Japanese, *Japan Review* uses the Modified Hepburn System as employed in *Kenkyusha's New Japanese-English Dictionary* (3rd and later editions): for example, *tenpura* not *tempura*, *Tenpō* not *Tempō*, and *o* not *wo*.

4.1.4. For the romanization of Chinese terms and names, *Japan Review* uses the Pinyin system (unaccented), and for Korean prefers the Revised Romanization system.

4.2. Headings

Provide section headings and, where appropriate, subheadings. They should be in the form of first and second level headings as here:

First Level Heading (Bold)

Second Level Heading (Italics)

4.3. Italicization of Japanese and Non-English-Language terms

Italicize Japanese and non-English-language terms, except for those that are used frequently in English (for example, Shinto, kami) or found in *Webster's Third New International Dictionary*.

4.4. Capitalization

As a general principle, *Japan Review* capitalizes the initial letter of each significant word that appears in names of specific institutions, organizations and incidents, whether they are rendered in English or Japanese. See the examples that follow:

4.4.1. Institutions and Organizations:

Kōfuku no Kagaku / Happy Science

Jinja Honchō / Association of Shinto Shrines

4.4.2. Well-known Incidents:

High Treason Incident / Taigyaku Jiken

Manchurian Incident / Manshū Jihen

4.4.3. Laws / Constitutions:

Peace Preservation Law / Chian Iji Hō

Meiji Constitution / Meiji Kenpō

4.5. Hyphenation

4.5.1. *Japan Review* uses hyphens sparingly and adheres to the spellings and hyphenation found in *Webster's Third New International Dictionary*.

4.5.2. For Japanese-language terms limit hyphenation where possible.

4.6. Macrons

4.6.1. *Japan Review* uses macrons in accord with the Modified Hepburn System.

4.6.2. Long vowels should be indicated using ō, ū. Do not use circumflexes (ô, û) as a macron substitute.

4.6.3. Provide macrons for all long vowels except in anglicized words such as Shinto, and in well-known geographical expressions such as Hokkaido, Honshu, Tokyo. Note, however, such exceptions as *ojiisan*. Use macrons for Shōwa and Taishō when they refer to emperors and eras.

4.6.4. Omit macrons for Japanese organizations, associations, and religious groups if they are omitted from their official English rendering (for example, Soka Gakkai).

4.7. Apostrophes

Where there is the possibility of confusion regarding meaning or pronunciation of a romanized word, use an apostrophe after “n” when it is followed by a vowel:

“Jun’ichirō,” “ichiman’en.”

4.8. Personal Names

Give Japanese names in traditional order (for example, Abe Shinzō), except when citing a Japanese author whose name has been rendered in Western format in English-language publications. Examples include Koichi Iwabuchi, Tomi Suzuki, Tomiko Yoda and Daisetz Suzuki.

4.9. Japanese/Chinese Characters

4.9.1. *Japan Review* advocates the sparing use of Japanese characters for words and phrases.

4.9.2. Provide characters for Japanese words where they are necessary to avoid ambiguity or elucidate meaning, as in the case of names of persons, places, specialist terms, literary works, and eras, amongst others.

4.9.3. Do not provide them for familiar Japanese words such as major cities, prefectures, provinces, or islands. Characters are also not needed for words found in English-language dictionaries, such as “Shinto” or “kami.”

4.9.4. Locate characters at the first mention of the name, in each of the body, footnotes, and references.

4.9.5. The characters should be located after the romanized version, as in Ōkuni Takamasa 大国隆正.

4.9.6. *Japan Review* encourages the use of Japanese characters for citations of poetry and other forms of text, where characters are essential to the author’s articulation of their argument.

4.10. Spelling and Punctuation

4.10.1 Use American English and refer to the *Chicago Manual of Style* and *Webster’s Third New International Dictionary* for basic conventions on spelling (for example, “favor” not “favour”) and punctuation. Exceptions are made when the original quotation is in British English.

4.10.2. Periods and commas should be tucked within quotation marks.

4.10.3. Double quotation marks should be used. Single quotation marks should only be used for quotations within a quotation. For example, “The governor has prior obligations and said he ‘wishes he could be in attendance today.’”

4.10.4. *Japan Review* uses the standard ellipsis points: ...

4.10.5. Spell out the following terms:

e.g.: “for example”

etc.: “*et cetera*” or “and so on”

i.e.: “that is”

Use “U.S.” (not “US”)

AD (not A.D.), BC (not B.C.) and PhD (not Ph.D.)

4.11. Dates

4.11.1. When handling dates prior to 1873, use one of the following formats: The sixth day of the fifth month, Jōji 4 (1365) or Jōji 4 (1365).5.6

4.11.2 For post-1873 dates, list the day/month/year and do not separate them with commas: 8 December 1973

4.11.3 Provide birth and death dates for all major persons who feature in the text: Mori Kansai (1814–1894)

4.11.4. Give all dates in full as in 1987–1988 (not 1987–88), and 2011–2016 (not 2011–16).

4.12. Numbers

4.12.1. *Japan Review* follows the *Chicago Manual of Style* in spelling out whole numbers from zero through one hundred, and certain multiples of those numbers. For example:

There were only five children in the class.
My Japanese grandfather is 107 years old.
Sixty thousand people were crammed into the stadium.

4.12.2. Centuries should be spelled out: nineteenth century.

4.12.3. Percentages should follow this style: 56 percent.

4.12.4. If there are many numbers within one paragraph or many percentages within a block of text, then leave these as numerals.

4.12.5. In citations and references, page numbers should be given in full:

pp. 43–47 (not 43–7);
pp. 157–183 (not 157–83).

4.13. Block Quotations and Indentation

4.13.1. Longer quotations should be set off as block quotes, with the reference and page numbers clearly marked in a footnote.

4.13.2. *Japan Review* unindents all paragraphs immediately after block quotations.

5. Citations

5.1. Citation Style

5.1.1 Citations to references should be placed in footnotes.

5.1.2 Footnote callout numbers should be placed at the end of a sentence; one number per sentence.

5.1.3. There should be no space between the period and the footnote callout number.

5.1.4. Use the author-date system for references, with the surname of the author followed by year of publication, a comma, and then page number(s):

Inaga 2013, p. 44.
 Ichikawa 1978, pp. 456–489.
 Niwa 1999, pp. 287–307.

5.1.5. Use “note” (rather than “n.”) when referencing a footnote (for example, Swanson 2007, p. 121, note 27).

5.1.6. Avoid use of “ibid.”/ “op. cit.”/ “idem.”

6. References

6.1 Reference List

6.1.1. A section titled “References” at the end of the document should list all sources that are cited, in alphabetical order by author/editor.

6.1.2. Where multiple volumes are cited for a single author, list them in chronological order, oldest to most recent.

6.1.3. Supply all volume and issue information available and, for articles and book chapters, all page numbers.

6.1.4. *Japan Review* capitalizes the first letter of all important words in English language titles, but not conjunctions (“and,” “but,” and “or”) or articles (“the,” “a,” or “an”), unless they are the first word. For Japanese titles, only the first word and proper names are capitalized.

6.1.5. Do not provide translations of titles in the references.

6.1.6. *Japan Review* does not require place of publication in the references.

6.2. Monographs

6.2.1. For English-language monographs, see the following example:

Jaffe 2019

Richard Jaffe. *Seeking Śākyamuni: South Asia in the Formation of Modern Japanese Buddhism*. University of Chicago Press, 2019.

6.2.2 For Japanese-language monographs, see the following example:

Sonehara 2017

Sonehara Satoshi 曾根原理. *Tokugawa jidai no itanteki shūkyō: Togakushisan bettō Jōin no chōsen to zassetsu* 徳川時代の異端的宗教: 戸隠山別当乗因の挑戦と挫折. Iwata Shoin, 2017.

6.2.3. In Japanese-language titles, use double quotation marks for all instances of parentheses/brackets:

Narita 2020

Narita Ryūichi 成田龍一. *Zōho “sensō taiken” no sengoshi: Katarareta taiken, shōgen, kioku* 増補「戦争体験」の戦後史: 語られた体験/証言/記憶. Iwanami Shoten, 2020.

6.2.4. For translated monographs, see the following examples:

Bourdieu 1977

Pierre Bourdieu. *Outline of a Theory of Practice*. Translated by Richard Nice. Cambridge University Press, 1977.

Screech 2017

Timon Screech タイモン・スクリーチ. *Edo no Ōbushin: Tokugawa toshi keikaku no shigaku* 江戸の大普請: 徳川都市計画の詩学. Translated by Morishita Masaaki 森下正昭. Kōdansha, 2017.

Kim 2017

Kim Yongtae 金龍泰. *Kankoku bukkyōshi* 韓国仏教史. Translated by Satō Atsushi 佐藤厚, supervised by Minowa Kenryō 蓑輪顕量. Shunjūsha, 2017.

6.3. Referencing Book Chapters

6.3.1. For English-language book chapters in edited volumes, see the following example:

Dolce 2015

Lucia Dolce. “The Practice of Religion in Japan: An Exploration of the State of the Field.” In *The Sage Handbook of Modern Japanese Studies*, edited by James D. Babb. Sage Publications, 2015, pp. 33–62.

6.3.2. For Japanese-language book chapters in edited volumes, see the following example:

Murakami 2020

Murakami Katsunao 村上克尚. “Takeda Taijun *Mamushi no sue*” 武田泰淳『蝮のすえ』. In “*Sengo bungaku*” no genzai kei 〈戦後文学〉の現在形, edited by Kōno Kensuke 紅野謙介, Naitō Chizuko 内藤千珠子, and Narita Ryūichi 成田龍一. Heibonsha, 2020, pp. 32–37.

6.3.3. When multiple essays are referenced from a single book, use abbreviated forms, and provide a separate entry for the book, listing it under the editor’s name. The above examples would be abbreviated as follows:

Dolce 2015

Lucia Dolce. “The Practice of Religion in Japan: An Exploration of the State of the Field.” In Babb 2015, pp. 33–62.

Murakami 2020

Murakami Katsunao 村上克尚. “Takeda Taijun *Mamushi no sue*” 武田泰淳『蝮のすえ』. In Kōno, Naitō, and Narita 2020, pp. 32–37.

6.4. Referencing Journal, Magazine and Newspaper Articles

6.4.1. For English-language articles, see the following example:

Lowe 2012

Brian Lowe. “The Discipline of Writing: Scribes and Purity in Eighth-Century Japan.” *Japanese Journal of Religious Studies* 39:2 (2012), pp. 201–239.

6.4.2. For Japanese-language articles, see the following example:

Kuze 2013

Kuze Kanako 久世夏奈子. “*Kokka ni miru kowatari no Chūgoku kaiga: Kindai Nihon ni okeru ‘Sōgenga’ to bunjinga hyōka no seiritsu*” 『國華』にみる古渡の中国絵画: 近代日本における「宋元画」と文人画評価の成立. *Nihon kenkyū* 日本研究 47 (2013), pp. 53–108.

6.4.3. Newspaper articles may be cited in the footnotes; it is not required to list them in the references. When the article’s author is not specified, reference like so:

Japan Times. “Koizumi nixes Yasukuni replacement.” 18 June 2005.

6.5. Referencing Frequently Cited Collections

6.5.1. Abbreviations are used for frequently cited collections in an article, for example, STZ for the *Shimao Toshio Zenshū* 島尾敏雄全集.

6.5.2. Indicate the use of abbreviations at the beginning of the references section under a section titled “Abbreviations,” and list them in the following style:

STZ *Shimao Toshio Zenshū* 島尾敏雄全集. 17 vols. Shōbunsha, 1980–1983.

ZST *Zoku Shintō taikai* 續神道大系. Edited by Shintō Taikai Hensankai 神道大系編纂會. 50 vols. Shintō Kōten Kenkyūjo, 1995–2007.

6.5.3. Use the abbreviation for footnotes: STZ 8, pp. 13–19, 83, 101, 145, 146–147.

6.6. Referencing Premodern Sources

6.6.1 In referencing premodern sources, provide author and date in the footnotes.

6.6.2. If the author is unknown, provide the source title in the footnote, and list under the title in the references. See the examples below:

Footnote: Saitō 1836.

References:

Saitō 1836

Saitō Chōshū 齋藤長秋, ed. “Negishi no sato” 根岸の里. *Edo meisho zue* 江戸名所図会, vol. 6 (1836), no pagination.

Footnote: *Togakushiji ryakki*

References

Togakushiji ryakki

Togakushiji ryakki 戸隠寺略記. In *Asaba shō* 阿婆縛抄. 1279. Compiled by Shōchō 承澄 (1205–1282). Edited by Yoshioka Isao 吉岡勲 and Nishigaki Seiji. 西垣晴次. In *Shintō taikai* 神道大系 59, Jinja hen 24, pp. 372–374.

6.7. Referencing Museum and Gallery Catalogs

6.7.1. A museum, gallery, or exhibition catalog is treated as a book and referenced accordingly.

6.7.2. For a single authored catalog:

Murase 2000

Murase Miyeko. *Bridge of Dreams: The Mary Griggs Burke Collection of Japanese Art*. The Metropolitan Museum of Art, 2000.

6.7.3. For a multiple authored catalog:

Cunningham et al. 1998

Michael R. Cunningham, John M. Rosenfield, and Mimi Hall Yiengpruksawan, eds. *Buddhist Treasures from Nara*. Cleveland Museum of Art, 1998.

6.7.4. For a catalog where no author is named:

Kyoto Kokuritsu Hakubutsukan 2000

Kyoto Kokuritsu Hakubutsukan 京都国立博物館, ed. *Jakuchū: Tokubetsu tenrankai botsugo nihyakunen* 若冲: 特別展覧会没後 200 年. Kyoto Kokuritsu Hakubutsukan, 2000.

6.8. Referencing Websites

6.8.1. The citation of website content can often be limited to footnotes.

6.8.2. For citations and any website references, provide the name of the author, the title of the work, the date of publication/revision, and a permanent full URL.

6.8.3. The access date should generally be omitted.

6.9. Referencing Audio-Visual Material

6.9.1. For films, DVDs and TV programs, follow the example here and give director, film title, production company and date:

Okazaki 2007

Steven Okazaki, dir. *White Light/Black Rain: The Destruction of Hiroshima and Nagasaki*. HBO, 2007.

7. Review Essays

7.1. Purpose

7.1.1. Review essays will review a series of recent publications on a theme, in order to provide an overview of developments in the field.

7.1.2. The Editor typically solicits review essays from scholars, drawing on the advice of the International Advisory Board, but also welcomes suggestions for review themes from potential authors.

7.1.3. Review essays are intended as critical pieces; they should survey recent contributions being made to the scholarship of a field and highlight productive paths for future work.

7.1.4. Review essays conform to the *Japan Review* style and should carry footnotes and references.

7.1.5. Review essays do not have a fixed length, but 5,000 words may be considered a guide.

8. **Book Reviews**

8.1. **Book Review Aims**

8.1.1. *Japan Review* publishes reviews of important books in English on the study of Japan past and present across a broad range of disciplines.

8.1.2. The Editor typically solicits book reviews from scholars, drawing on the advice of the International Advisory Board, but also welcomes suggestions for books to review from potential reviewers.

8.1.3. Book reviews in *Japan Review* are intended to be critical pieces rather than merely introducing the book in question. Please also consult our [Guidelines for Book Reviewers](#).

8.1.4. Book reviews conform to *Japan Review* style, may carry footnotes and references, and should be approximately 1,000 words in length.

8.1.5. For a single authored volume, please head the book review in the following fashion:

Patriotic Pedagogy: How Karuta Game Cards Taught a Japanese War Generation
By Michaela Kelly
Brill, 2022
224 pages.

8.1.6. For edited volumes:

Overcoming Empire in Post-Imperial East Asia: Repatriation, Redress and Rebuilding
Edited by Barak Kushner and Sherzod Muminov
Bloomsbury, 2020
264 pages.

8.1.7. For translated volumes:

In the Shelter of the Pine: A Memoir of Yanagisawa Yoshiyasu and Tokugawa Japan
By Ōgimachi Machiko. Translated by G. G. Rowley
Columbia University Press, 2021
368 pages.

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