

Instruction for Contributors to TROPICS

TROPICS

TROPICS is issued quarterly with one volume per a Japanese fiscal year (June, September, December, March) by the Japan Society of Tropical Ecology. TROPICS publishes papers covering all aspects of ecology and ecology-related science about tropical regions. Papers are limited to three types: original articles, reviews, and field notes. Each paper must be a report of original research which has not been previously published in whole or in part, and is not under consideration for publication at any other journal. Manuscripts should be written in English.

The journal is open to the results of original research, experimental or descriptive, and to significant reviews of aspects of the ecology and ecology-related science about tropical regions. Its aim is not only to act as a valued means of communication between Japanese ecologists and other field scientists, but also to stimulate the research activities of ecologists and scientists of tropical regions. Those interested in contributing to TROPICS are highly encouraged to submit their work.

Special issues of monographs or reviews may be published on occasion by decision of the editorial board.

Full text PDF files of recent volumes are available at J-STAGE.

[Japanese] <http://www.jstage.jst.go.jp/browse/tropics/-char/ja>

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The authors should confirm that the study was carried out within appropriate ethical frameworks of their society and also scientific fields. To avoid publishing research results by malpractices*, the editorial board requests all authors to confirm following points before submitting their manuscript to TROPICS.

- The study has not been published and is not currently under review in other journals.
- All authors have contributed to the study and read the submitted version of the manuscript.
- All authors have committed for avoiding research misconduct such as fabrication, falsification, plagiarism as well as multiple submission of the same research results and inappropriate authorship.
- All authors have agreed to submit the manuscript to TROPICS as well as to participate the peer review process of TROPICS.
- All authors have declared any possible conflict of interests or they have confirmed that there are no conflict of interests.
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*: Ex. Guides for avoiding research misconducts

Japan Science and Technology Agency:

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P1-7 Japanese, P8-13 English, P14-19 Chinese

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3. Submission of manuscripts

Submissions to TROPICS should include the following three items:

- (1) Submission Form downloaded from the web site of the Japan Society of Tropical Ecology (JASTE) <http://www.gakkai.ac/jaste/tropics/>
- (2) A Microsoft Word file containing the title page and text pages of the manuscript.
- (3) A PDF file containing the tables and figures.

Authors should submit these three items to the TROPICS Editorial Board at the following address: tropics.jaste@gmail.com

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The TROPICS Editorial Board reserves the right to accept or reject manuscripts for publication. Papers are first reviewed for suitability by the Editorial Board. Suitable papers are then critically reviewed by two or more experts. Based on the recommendation of the reviewers, the editorial board will make one of the following decisions:

- A. () Your manuscript was accepted for publication.
- B. () Your manuscript will be accepted if revised adequately according to the comments.
- C. () Please revise according to the comments and resubmit.
- D. () It is recommended to submit your revised manuscript as a new manuscript for an adequate category.

E. () Please decline submission.

For decisions B and C, the authors are expected to submit revised manuscript within one month from the decision.

5. Publication fee

The first author should be responsible to cover publication fee of the article. If the first author is a JASTE member, his or her manuscript will be published in free of charge. If the first author is NOT a JASTE member, a publication fee per article will be charged upon acceptance of a publication.

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Students living in Japan: JPY4,000-

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Costs for color prints (JPY50,000-) per a manuscript will be charged both JASTE and non-JASTE members.

Anyone interested in becoming a member of JASTE may contact to jaste.adm@gmail.com

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7. Archiving

All articles published in TROPICS are archived in J-STAGE.

The articles will be available even after TROPICS is no longer published.

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Instructions for Manuscript preparation

Typing:

The text should be double-spaced throughout on A4 paper with margins on all sides of approximately 3 cm. Pages and lines must be numbered consecutively throughout the entire text, starting with the title page. Characters to be printed in italic, bold, or small capital letters should be entered using the features of the word processing software. Use italic font for non-English terms, scientific names of organisms and mathematical parameters and variables, including statistics, but do not apply italic to Anglicized terms such as 'et al.'.

Title page:

The first page of the manuscript must contain the following information: (1) the title, (2) the full name(s) of the author(s), (3) the affiliation(s) of the author(s), (4) abstract of 250 words or less in a single paragraph, and (5) up to five keywords.

Use superscript numbers to link authors' names and affiliations and an asterisk to indicate the corresponding author as shown in the example below.

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Text:

The text of the article should be divided into the following sections: Introduction, Materials and Methods, Results, Discussion, Acknowledgments, References, and Appendices. Sections of the manuscript may differ slightly depending on the submission type.

Units of measurement:

Use metric units unless otherwise required. All specifications of measurements must follow the SI system. All biological and chemical terms should follow current standards

for international nomenclature. Use the italic "*l*" for liter, °C for temperature (do not use a Fahrenheit scale), etc.

Insert space between numbers and units (i.e., 3 min, 40 µg/ml, and 50 ha), but do not between numbers and symbols such as "%" and "°C" (i.e., 3%, 20°C, and \$100). Use "%" only with numerals and in tables and figures. Otherwise, use the word "percentage" (e.g., percentage of forest cover).

Tables:

Tables must be numbered consecutively with Arabic numerals.

Each table should have a brief and self-explanatory title. Any explanation essential to the understanding of the table such as abbreviations should be given as a footnote below the table.

Vertical lines should not be used to separate columns. If necessary, additional space should be used to separate columns.

Figures:

Figures (drawings and photographs) must be numbered consecutively with Arabic numerals. Figure legends should be brief and self-explanatory and should be placed in a separate section at the end of the text.

Figures should be in the desired final size and should match the size of either the column width (8.0 cm) or the printing area (16.4 × 23.4 cm). The publisher reserves the right to reduce or enlarge figures.

Figure parts should be identified by lowercase roman letters (a, b, etc.).

Color figures will always be published in color.

References

All publications cited in the text should be given in a reference list following the text. Citations of "unpublished results" or papers "in preparation" should be included in the text but not in the reference list. Articles cited in the text should be referred to by the surname of the author with the year of publication in parentheses without a comma in between the name and year. If there are more than two authors, only the first author's name is given followed by et al. In the reference list, surnames and initials of all authors

should be given, and the references should be listed alphabetically by the first authors' surnames. Use the following examples for citations in the text:

(Tanaka et al. 2010)

(FAO 2011)

(Angelsen and Lund 2011)

Use the following examples when arranging the references:

a. Journal articles

Tanaka S, Lattirasuvan T, Nakamoto K, Sritulanon C, Sakurai K. 2010. Soil fertility under various types of upland farming in northern Thailand: Case study of a village located in a transitional zone of hill evergreen and mixed deciduous forests. *Tropics* 18: 185-199.

b. Books

[FAO] Food and Agriculture Organization of the United Nations. 2011. *Global forest resources assessment 2010: main report*. FAO, Rome.

c. Edited books

Angelsen A, Lund JF. 2011. Designing the household questionnaire. In: Angelsen A, Larsen HO, Lund JF, Smith-Hall C, Wunder S (eds) *Measuring livelihoods and environmental dependence*. Earthscan, London. 107-126.

d. Electronic materials

Scheer MB. 2011. Mineral nutrient fluxes in rainfall and throughfall in a lowland Atlantic rainforest in southern Brazil. *Journal of Forest Research* 16(1): 76-81.
DOI: 10.1007/s10310-010-0222-9.

[OECD] Organisation for Economic Co-operation and Development. 2012. *Promoting growth in all regions*. OECD Publishing.
<http://dx.doi.org/10.1787/9789264174634-en> (cited October 1, 2018).

e. Foreign language

Published English translation can be used with reference to the original language in brackets. Titles in languages that do not use the Latin alphabet and do not have a published English translation can be transliterated, for example, by applying the Pinyin system to Chinese, and the Hepburn or Modified Hepburn system to Japanese. An English translation of the title should be shown in brackets following the original title.

For production

After acceptance of the paper, the author is responsible for preparing files for publication. The file name should include the table/figure number and the reference number. Text, Table and Figure files are prepared as follows:

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Submit in Microsoft Word format.

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