

# Nagoya University Asian Law Bulletin (ALB) – Instructions to Authors

August 30, 2021

Editorial Board

We invite domestic and foreign authors to submit for publication their academic research on topics related to law and politics in Asia, including comparative studies, legal and rule of law development assistance, or Japanese language for legal studies. ALB will not consider submissions from students, except for those enrolled into graduate level.

ALB publishes research articles, research notes, case analyses, book reviews, documentation, and translated articles. We consider only those submissions which were not published previously, except for translated articles. ALB gives a preference to research that introduces new scientific methods, broadly utilizes a comparative analysis model, presents well-grounded arguments and conclusion, and complies with international standards of academic publications.

Authors are expected to demonstrate the following necessary moments in their submissions:

- Description of existing theoretical or practical problem;
- Coherent analysis design and offered solutions;
- Well-grounded arguments or recommendations, including those which refer to empirical findings and specific cases;
- Contextual scientific bibliography.

## I. Language

The articles must be submitted in English or Japanese. (*The Japanese scripts to be published in horizontal alignment.*)

Notwithstanding the language of the submission, a research article or a research note must be accompanied by a 300-words abstract in English.

## II. Length

1. For submission in English, a research article shall be of about 8,000 words. A research note or other types of articles shall be of about 4,000 words. For submission in Japanese, a research article shall be of about 20,000 characters. A research note or other types of articles shall be of about 10,000 characters. (These lengths are inclusive of graphics, footnotes and bibliography)
2. For reasons deemed by the editorial board to be substantively relevant to the revelation of valuable data or documents, a research note etc. may be published up to the length of 8,000 words in English or 20,000 characters in Japanese.
3. There is no length limits for records or proceedings related to a research report.

## III. Technical Instructions to Authors

1. The title of the paper, the full name should be written on the top of the first page. Abstract (only for research articles and research notes) and contents should be followed. Working email and affiliation of the author should be written in the first footnote.
2. Heading and subheadings are expected to adopt the following orders:

Chapter – I, II, III, ...

Section – 1, 2, 3, ...

Paragraph – (1), (2), (3), ...

Clause – (a), (b), (c), ...

3. The paper should be in principle written in Microsoft Word. In case of different software being used, the author must consult with the editorial board in advance.
4. The page layout of the article must conform with the following details:
  - (1) Paper size: A4
  - (2) Margins: 35mm (top) and 30mm (bottom, left and right)
  - (3) Number of characters and lines: (For Japanese) horizontally 40 characters on each line and vertically 35 lines; (For English) 32 lines.
  - (4) Word size: 10.5 pt (Japanese/ English).
  - (5) Word font: MS Mincho (Japanese); Times New Roman (English).
5. Footnotes should be set as follows:
  - (1) Footnotes at the end of the relevant pages, not endnotes.
  - (2) Word size: 8 pt (Japanese/ English).
  - (3) Word font: Consistent with the main text.
6. Authors writing in English are required to provide the bibliography according to the Chicago Manual of Style 17th Edition. Authors writing in Japanese are expected to prepare the bibliography following the style which they are familiar with.
7. Graphics, pictures or tables should be submitted in a separate file. Captions for these graphics, pictures or tables should be properly numbered with specific indication of the place to which they are expected to belong in the final published version.

#### **IV. Submission Process**

Authors are requested to submit the application form and full paper to the editorial board (email address [cale-publication@law.nagoya-u.ac.jp](mailto:cale-publication@law.nagoya-u.ac.jp)) by the designated deadline.

#### **V. Peer-Review Process**

1. The full papers, including those invited for special or other features, will be published only after having gone through deliberations by the editorial board.
2. The editorial board may decide to appoint either one or two referees to review submitted papers other than those invited for special or other features, taking into consideration its contents and theme(s) etc.
3. The editorial board will decide on acceptance (or condition acceptance) or rejection of the submission based on any comments made by the referee(s). The final decision will be notified to the author by email.

#### **VI. Revisions**

The author is allowed to revise only the first draft of the full paper. However, as a matter of principle, any major revisions or additions even to the first draft are not acceptable.

#### **VII. Publication**

1. In principle, the Bulletin is published twice every year.
2. The Bulletin is published in PDF form on the website of the Center for Asian Legal Exchange.