

Quadrante No.29

Submission of Manuscripts: Points to Note

[Submissions are accepted from:]

1. Faculty members (including part-time personnel)/Special Research Fellows
2. Graduate students belonging to the Faculty
3. Other individuals recommended by members of the Institute

[Types of manuscripts accepted and standard number of pages]

1. Thesis (in principle, 80 pages averaging 400 characters per manuscript page and aggregating to a maximum of 32,000 characters or up to 16,000 words of the English script).
2. Research notes, translations, etc. (in principle, 50 pages aggregating to a maximum of 20,000 characters or up to 10,000 words of the English script).
3. Essays on academia, book reviews, literature introductions, etc. (in principle, 30 pages aggregating to a maximum of 12,000 characters or up to 6,000 words in the English script).
4. Review articles (in principle, 40 pages aggregating to a maximum of 16,000 characters or up to 8,000 words in the English script).
5. Introduction of new publications (in principle, 4 pages aggregating to a maximum of 1,600 characters or up to 800 words in the English script).

Editing will be accomplished according to the schedule stated below. The editorial rules and writing guidelines are available on page three: please read them carefully.

[Submission Schedule]

1. The deadline for applications regarding manuscript submissions is **Tuesday, June 30, 2026**. The time limit will not be extended under any circumstances.
 - Please submit your application to the Institute for Global Area Studies (IGAS) by **June 30, 2026**.
 - We accept both paper and email applications. (email: ifa@tufs.ac.jp)
2. The deadline for the submission of manuscripts is **Wednesday, September 30, 2026** and will not be extended under any circumstances.
 - Please submit the complete manuscript to the IGAS by email.
(Attachment file format: MS Word file (.docx) or PDF)
 - In case of submission of a thesis, research note, or review article, please submit a table of contents and an abstract (in Japanese app. 400 characters) along with the complete manuscript.

[Prohibition of Duplicate Submissions]

Duplicate submissions are defined as submitting a manuscript that has been published (or accepted for publication) in another journal, or a manuscript that has been submitted to another journal and is still under review for publication. It is also not allowed to make an oral presentation that is almost the same content of the manuscript after submitting it to *Quadrante*. Please note that if the *Quadrante* Editorial Committee confirms a duplicate submission, the manuscript will be withdrawn from publication.

[Review Articles by Graduate Students]

Review articles by graduate students denote critical surveys of previous studies that are deemed essential for the writing of Master's or Doctoral dissertations. We request academic advisors to cooperate with our regulations in order to ensure a smoother submission cycle, conduct peer reviews, revisions, and resubmissions, and to assure quality amelioration.

**To academic advisors and recommending teachers
(both groups are restricted to Institutional members)**

Please read the manuscript (thesis/review article) and help the graduate students revise content, writing style, and other aspects before submission as well as encourage them to submit the full text by Wednesday, September 30, 2026. Please refer to the following notes for further details:

[Notes]

Graduate students writing theses/review articles must consult their academic advisor or recommending teacher about the content and obtain the concerned faculty member's approval or recommendation for writing their manuscript before applying. Please write the name of the academic advisor or the recommending teacher in the **Application Form for Writing** a manuscript.

The Quadrante Editorial Committee will hold a preliminary assessment meeting after the complete manuscript is submitted on September 30, 2026. Please fill in the prescribed short form about the submitted paper for the preliminary assessment.

Submitted manuscripts adjudged in the subsequent preliminary assessment as insufficient for peer review will not proceed to further assessment process and will be returned to the applicant. On the other hand, manuscripts that pass the preliminary assessment will be sent for peer review. Please refer to [Schedule] for further details. (Please note that, in general, we will not accept rewrite before peer review in *Quadrante* No.29)

We appreciate your cooperation in helping students write the best quality papers.

[Schedule]

1. Deadline for complete manuscripts (Wednesday, September 30, 2026)
2. Preliminary assessments
3. Notification of preliminary assessment results (early October)
4. Peer reviews
5. Notification of peer review results (late November)
6. Submission of revised manuscripts after peer reviews (mid-December)
7. Re-review
8. Notification of re-review result (late January 2027)

Please enter all necessary information in the **Application Form for Writing** (p.4) and submit it by June 30, 2026. Thank you for your cooperation.

[Editorial Regulations]

1. *Quadrante* is edited and published under the aegis of the Institute for Global Area Studies (IGAS) at the Tokyo University of Foreign Studies. It aims to present the results of research activities undertaken at the Institute and the articles published in this journal are digitized and released by the Tokyo University of Foreign Studies. The author(s) of the published works in the journal retain their copyright; the published material is authorized via a Creative Commons Attribution 4.0 International License (CC-BY 4.0).
2. *Quadrante* is published annually (every academic year).
3. IGAS establishes an editorial committee for the publication of *Quadrante*. This committee comprises of the director, deputy director, editor-in-chief, and several members of the Institute.
4. The committee may request article contributions from Institute members, individuals who have participated proactively in the Institute's research activities, and if necessary, persons outside the institution.
5. The committee is responsible for the selection of reviewers and for the accomplishment of peer reviews for the articles and other material published in *Quadrante*.
6. Other detailed editorial regulations are stipulated by the committee as deemed appropriate.

[Writing Requirements*]

1. Software: Microsoft Word
2. Main text font: MS Mincho (full-width); size: 10.5pt
Font for the English script and Roman characters: Times New Roman; size: 10.5pt
Font for symbols such as dashes and arrows: MS Mincho (full-width); size: 10.5pt
3. Font for titles: MS Mincho (full-width)/Times New Roman, size: 16pt; bold faced
Font for sub titles: MS Mincho (full-width)/Times New Roman; size: 14pt.; bold faced
Font for author name(s): MS Mincho (full-width)/Times New Roman; size: 12pt; bold faced
4. Both the main text and notes must be written in a single column.
5. Notes must be inscribed as footnotes. Font for footnotes: MS Mincho (full-width)/Times New Roman; size: 9pt
6. The Ruby (furigana) and Roman script (romaji) of names must be inserted at the end of the main text
7. English titles must be similarly inserted at the end of the main text
8. Charts and graphs must be appended at the end of the manuscript
9. Adding notes

*Please refer to the Japanese Sociological Review Style Guide issued by the Japan Sociological Society, available at: (<http://www.gakkai.ne.jp/jss/bulletin/guide.php>)

