

# Guidelines for Authors

October 26, 2022: Partially revised  
The Editorial Committee on Journal of JSCE

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The Journal of JSCE is published in regular monthly issues (No. 1-12) and additionally in special issues and special topics (No. 13 and up). Some parts of the Guidelines for Authors may differ accordingly, so for details, please consult the Guidelines for Authors for the particular special issue or special topic.

- 1. Qualifications for submission:** Papers can be submitted by individuals, whether or not JSCE members, and by JSCE committees.

The JSCE is an organization made up of members who participate mainly on the basis of their individual qualifications, so manuscripts are submitted in principle under the names of individual authors. However, the various JSCE committees for research and studies can submit committee reports of their results. Committee reports are to be submitted as prescribed in item e) “Committee reports” under section 4(2). Particulars will be determined by the Editorial Committee of the Journal of JSCE (hereafter referred to as the “Editorial Committee”).

Copyright in jointly authored academic papers will be shared by the multiple authors whose full names were listed at the time the paper was written. For this reason, changes in the way the author names are shown (including the order of authors and change of the corresponding author) are not allowed. If any change relating to how authors are shown is made during peer review, therefore, the paper will be considered withdrawn by the authors and the manuscript resubmitted as a new academic paper.

- 2. Where to submit manuscripts:** The Editorial Committee of the Journal of JSCE. For details, please refer to section 6(2) “How to submit manuscripts.”
- 3. When to submit manuscripts:** Manuscripts are accepted at any time. However, discussion manuscripts will be received within six months of publication of the academic paper, technical report, technical note, or committee report being discussed. Manuscripts that are received will be registered in the manuscript log and enter the peer review process.

#### 4. Submitted manuscripts

Authors must comply with the Code of Ethics of the Japan Society of Civil Engineers (the Code of Ethics for Civil Engineers) and prepare their academic papers in accordance with the separately stated Ethical Standards for Publication in the Journal of JSCE as well as with the following.

(1) Submitted manuscripts should in principle be unpublished and written in English.

(2) Manuscript categories

Their categories and contents are as follows:

a) Academic papers

Manuscripts present theoretical or empirical research or technical results, or show integrated findings into these results, be original, and have a complete structure as an academic paper.

b) Technical reports

1) Manuscripts present investigations, planning, design, construction, site measurement and related subjects covering useful technological and engineering achievements.

2) Manuscripts that have a number of pages exceeding the page limit for committee reports and that

present more in-depth content are handled as technical reports.

c) Technical notes

- 1) Manuscripts cover new research or technical results and are not necessarily written in an organized structure such as an academic paper or technical report.
- 2) Manuscripts raise issues or present tentative studies, or give opinions on these assumptions.
- 3) Manuscripts complement or give corrections to already published academic papers or technical reports.
- 4) Manuscripts present test or measurement data or new tables or figures that can be used for reference in research or technological matters.

d) Discussions

- 1) Manuscripts present research or technical results achieved by the discussant that are related to the published academic papers, technical reports, technical notes, or committee reports.
- 2) Similarly, manuscripts present opinions and questions regarding the published academic papers, technical reports, technical notes, or committee reports.

e) Committee reports

Manuscripts present the investigative or research activities and their results of the permanent committees on investigations and research and the committees established for temporary purposes, as defined by the JSCE Rules and the JSCE Committee Regulations, to systematize research or technology in the field and to present future issues and new prospects. Manuscripts should be submitted under the name of the committee. Regarding the conditions for publication, please refer also to section 5(8).

(3) Conditions that should be met by manuscripts

The following are the five conceivable conditions that should be met by a submitted manuscript:

- 1) It should be accurate.
- 2) It should present its content objectively.
- 3) Its content and expression should be sufficiently developed.
- 4) It should be unpublished.
- 5) It should not have been double submitted to another academic journal or other such publication.

With regard to item 4), a manuscript that includes previously published material may be accepted as a submission if any of the following items apply to it:

- 1) The academic paper has had new findings added and it has been reorganized.
- 2) It is based on content that was published in a form that was distributed only to a limited readership and it has been reorganized.

The determination of whether the individual academic papers fall under these conditions and requirements will be made by the Editorial Committee. In order to make this determination easier, and in the interests of accuracy, when a submitted manuscript contains previously published material, or if there is related material, it should be clearly stated in the manuscript which portions had been previously published, to what extent, and in what publication.

An academic paper must stand on its own and be complete in itself. An extremely large paper cannot be published in serial installments.

(4) How to prepare manuscripts

Manuscripts should be prepared as follows:

- 1) State the purpose clearly and write so that the key points can be easily identified.
- 2) Connections with previous research or technology should be made clear. In other words, indicate what portions of previous research or technology have been developed and what points are unique.

3) The manuscript should focus on the main point and should be written concisely.

It is considered good, for example, for a manuscript to be written in the following order:

- (i) Objective
- (ii) Method
- (iii) Results and discussion
- (iv) Conclusion

4) Academic paper titles should be concise and describe the content fully and clearly. Long academic papers cannot be divided into Part 1, Part 2, and so on, and published in serial installments.

(5) Publication fee

Publication is free of charge.

## 5. Peer review

Each special issue and special topic has a different peer review category, and the peer review procedure and peer review method for them may differ from regular numbers of the Journal, so the separate guidelines for authors and other such information should be checked.

(1) Purpose of peer review

Peer review is conducted for the purpose of providing information by which to judge whether or not submitted manuscripts (academic papers, technical reports, technical notes, and committee reports) are appropriate for publication in the Journal of JSCE. When questions or matters requiring clarification emerge in peer review, revisions may be requested. However, the responsibility for the content of a manuscript should fundamentally be borne by the authors, and the worth of that content should be determined by the readers at large. In addition, examination and peer review of academic papers by members of the Editorial Committee and reviewers must be conducted in accordance with the separately prescribed Ethical Standards for Publication in the Journal of JSCE.

(2) Peer review categories

Journal of JSCE has the following submission categories, and submitted manuscripts in principle undergo peer review in the submission category requested by the authors. The applicable submission category and the category of the submitted manuscript under section 4(2) should be chosen at the time of submission. Articles will be published in the following publication categories.

The typical keywords for each submission category are shown in the following. Themes and keywords are defined for each special issue and special topic separately from the peer review categories for regular numbers of the Journal.

Submission category	Keyword	Publication category
Structural Engineering and Earthquake Engineering (except for Buildings)	structural engineering; steel structures; hybrid structures; wind engineering; maintenance engineering; earthquake engineering; engineering seismology; seismic design; earthquake disaster mitigation	Structural Engineering, Earthquake Engineering and Applied Mechanics
Applied Mechanics	solid mechanics; fluid dynamics; mechanics of granular materials; nonlinear mechanics; computational mechanics; mathematical engineering; physical mathematics	
Hydraulic Engineering	water and material circulation; hydrometeorology and hydroclimatology; river hydraulics; sediment transport; morphodynamics of river bed and channel; floods and inundation; flood disaster prevention; river structures; river planning and management; river and watershed environment; physics and environment of closed water bodies; water resources	River, Coastal, Ocean Engineering and Hydrology
Coastal Engineering	waves and currents; coastal sediments and beach processes; coastal structures; coastal environmental processes; adaptation against climate change; amenities and ergonomics in coastal zone; ocean resources and development; coastal protection and management; coastal disaster survey and research; coastal sensing; monitoring, experimental technique and data processing	

Ocean Engineering	ocean policies, projects, and management; planning, design, construction, and maintenance of maritime facilities; ocean research and technology development; conservation and restoration of the marine environment; utilization of the ocean; disaster risk management in the ocean	
Geosphere Engineering	soil mechanics; geomechanics; geotechnical engineering; foundation engineering; rock mechanics; applied geology; geo-disaster; geoenvironmental engineering	Geosphere Engineering
Tunnel Engineering	tunnel; mountain tunnel; shield tunnel; open cut tunnel; jacking tunnel; submerged tunnel; underground structure; rock mechanics; geotechnical engineering; large cavern	
Underground Space	utilization of underground space; underground disaster prevention; underground flooding; underground fire; maintenance of underground space; lifecycle management of underground space; underground barrier-free; spread of underground space; action psychology in underground space	
Infrastructure Planning and Management (Method and Technology)	infrastructure planning theory; infrastructure management; public policy; traffic phenomenon analysis; land use analysis; national land/regional/urban planning; transportation facility planning; traffic operation management; environmental planning; disaster risk management; landscape/design; historical studies in civil engineering; spatial information; consensus building	Infrastructure Planning and Management
Infrastructure Planning and Management(Policy and Practice)	policies and practices on infrastructure; social capital management; national land; region and urban; transportation; transportation operation and management; environment; disaster prevention; landscape and design; river and river basin; natural resources; climate change; nature restoration; spatial information; consensus-building; economic, fiscal and financial issues; community development; political and practical theories for infrastructure planning and management; historical study for infrastructure planning and management; practical studies on humanity and social science (public administration, policies, politics, economics, sociology, psychology, geography & history, philosophy folklore and etc.)	
History of Civil Engineering	history of people; history of technology; social and economic history; institutional history; history of education; design theory; planning theory; civil engineering heritage; repair and restoration; conservation technology	
Architecture of Infrastructure and Environment	design of infrastructures and public spaces; planning and management of townscape/landscape; survey, analysis and assessment of visual quality; townscape development and renovation; survey and report of case study; theory, thought and criticism of townscape / landscape	
Concrete Engineering	concrete; steel; polymer material; new material; concrete structure; hybrid structure; design; construction; durability; maintenance	Materials and Structures
Pavement Engineering	planning, design, construction, maintenance and operation of airport, roadway and other pavement systems; pavement modeling; pavement analysis approaches; pavement evaluation; pavement materials; pavement recycling; interaction of pavements and vehicles; economics and environmental aspects of pavements	
Wood Engineering	wood-based material; wooden structure; hybrid structure; ground reinforcement; slope protection; climate change; carbon storage/stock; recycle; cascade; carbon neutral; life-cycle assessment; waste; durability; biodeterioration; historical structure; design and construction; maintenance	
Civil Engineering Informatics	spatial information processing; graphic and image processing; CG/xR; planning mathematics; simulation; AI/data analysis; database; BIM/CIM, sensing/communication/control; intelligent construction/i-Construction; information systems; information management	Construction Engineering and Management
Construction Management	infrastructure development; infrastructure management; project management; management systems; project delivery methods; procurement and contract; project finance; public private partnership; public policy; construction market; construction industry and businesses, human resource management; technology for design, construction, maintenance and repair; technology development and innovation; risk management	
Professional Practices in Civil Engineering	synthesis engineering and integration of technologies; engineering economy and social consensus building; social communication; international contribution; vision for civil engineering; role of civil engineers and engineering ethics; best practices	
Safety Problem	construction safety; occupational safety; safety education; safety information; safety system; disaster resilience education; regional disaster prevention; risk and crisis management; disaster response; resilience; community development for disaster reduction; reconstruction; risk assessment; human resources development for disaster prevention; business continuity plan; district continuity plan; community disaster management plan	

Environment and Resources	environmental engineering; environmental systems; global environment; public health; water supply; wastewater; environmental planning and management; environmental preservation; ecosystem management; biogeochemical cycles in watershed; waste management; material cycle and 3R; atmospheric cycle; global warming and climate change; impacts/mitigation/adaptation to climate change; renewable energy; noise and vibration; microbiology in environmental engineering; education for environmental sustainability; international cooperation	Environment and Resources
Education and Human Resource Development	engineering education; educational practice; education planning; human resource development; lifelong education; continuing education; gender equality education; education in industry; ethics education; school education; education within organizations	Education and Human Resource Development in Civil Engineering

In addition, related global environmental issues are also handled in every submission category.

Depending upon the content, authors may be asked to change the requested submission category.

### (3) Peer review procedure

- 1) The Editorial Committee puts submitted manuscripts through peer review and decides whether or not it can be published. In peer review, the Editorial Committee sometimes poses questions to the author and asks for revisions to be made to the content.
- 2) If there is no response from authors within 16 weeks of an inquiry or request for revision of a manuscript, the Editorial Committee can terminate the peer review.
- 3) The number of requests that can be made for content revision as in item 1) is limited in principle to two requests.

### (4) Reviewers

Peer review is performed by reviewers designated by the Editorial Committee. In principle, three reviewers are chosen for academic papers, technical reports, technical notes, and committee reports.

### (5) Peer review method

Peer review is carried out in accordance with the separately established guidelines for reviewers. This involves objectively evaluating how the submitted manuscript is positioned within its field, whether it includes content that is created from a novel perspective, the extent of the contribution made by the research or technical results achieved, and so on, assessed in terms of the items below. With regard also to the submission categories of “Infrastructure Planning and Management (Policy and Practice)”, “History of Civil Engineering”, “Architecture of Infrastructure and Environment” and “Education and Human Resource Development”, as well as each special issue and special topic, separate perspectives are sometimes established that are considered important in conjunction with the points below, so please check the website or other source of information on each committee.

- Novelty:** The content of the work must not be easily derived from the public domain, already published, or known.

The following items will be evaluated as novelty.

- Shows originality in subject matter, content, and methodology.
- Raises important issues for academia and society.
- Contributes significantly to the elucidation of the phenomenon.
- Makes new contributions to the education of engineers and the development of human resources.
- Presents valuable technical investigations and experience in planning, designing, construction, etc., that are full of originality and ingenuity.
- Contains valuable results of difficult research or technical investigations.
- Comprehensively organizes and presents new findings and perspectives on timely subjects.
- Other

- Usefulness:** The contents must be valuable in some academic, engineering, or other practical sense.

The following items are considered as usefulness.

- The subject matter and content are timely and useful, or raise useful issues.
- The applicability, usefulness, and developmental potential of the research or technical results are significant.
- The research or technical results give useful information.
- It provides an excellent systematization of research or technology in the field, and gives an outlook for the future.
- The research or technical results have value that could be incorporated into practice.
- It is worth incorporating into future experiments, investigations, planning, design, construction, and so on.
- It is useful as a presentation of an issue, a tentative study, or an opinion on it.
- Data from experiments and actual measurements contribute as a reference for research, construction and so on.
- New tables or figures are useful for application.
- It includes useful results for educational planning and human resource development efforts.
- Other

- Completeness:** The content should be written in a concise, clear, and plain manner so that readers can understand it.

In this case, a sophisticated writing style is not required. The following points should be considered in the evaluation.

- The overall structure is appropriate.
- The objectives and results are clear.
- The relevance to previous research or technology is clear.
- The style of written expression is appropriate.
- Figures and tables are designed to be easily understood.
- It is not verbose overall.
- The number of figures and tables, etc., is appropriate.
- Other

- Credibility:** The content should be free of serious errors and credible from the reader's point of view. The evaluation of credibility does not require the reviewer to go through the calculation process step-by-step, etc. The following points should be considered for objective evaluation.

- Are important works cited without omission and fairly evaluated?
- Have the results been evaluated and compared with existing technologies and research results, and have appropriate conclusions been drawn?
- Are the conditions for experimentation, analysis, or planning and design clearly described?
- Other

(6) Conditions for publication

Determination of whether or not submissions are publishable are made by the Editorial Committee on the basis of peer review results. When there are recommendations for revision, they will be examined by the Editorial Committee, which will issue requests for revision. Whether authors have responded adequately to recommendations for revision will be judged by the Editorial Committee. When necessary, a repeat peer review may be requested.

(7) Discussion

When the content of a discussion is judged by the Editorial Committee to be appropriate, the authors of the original academic paper will be asked to respond. Publication will take place when a response manuscript has been submitted and the Editorial Committee has judged the content of both discussion and

response to be appropriate.

(8) Committee Reports

Reports on the results of research activities and reports on committee activities from the permanent committees for research and studies established according to the JSCE Rules and the JSCE Committee Regulations as well as such reports from special committees for research and studies formed for temporary purposes can be published in the JSCE Magazine Civil Engineering or in the Journal of JSCE. Committee reports of these kinds are to be published, in principle, in accordance with standards such as the following:

- 1) Committee reports on the results of research activities are reports to JSCE members on activities for research and studies by the above committees. In their format and content, such reports must be academic or technical research papers that meet the standards of the JSCE Magazine and the Journal.
- 2) Reports on proposed specifications, proposed standards, proposed guidelines, and so on, can be published as pursuant to item 1).
- 3) Bibliographies that classify and organize literature cannot be published as they are. A report on the results of a literature survey must be made into a report that examines academic or technical trends, or issues relating to themes obtained from the survey and that cites the works surveyed while adding discussion of them.
- 4) Academic papers presented at symposiums and research presentations conducted on a certain theme as a committee activity cannot be published as they are. Their subject matter must be further examined in light of the discussion conducted at the symposium or other such occasion, and if their content and format then meet the conditions for publication in the JSCE Magazine or the Journal, they can be published as presentation papers and reports organized under the topic of the symposium or research presentation.
- 5) When reports of results from committee activities to survey topics of research by research institutions do not go beyond a listing of those topics, they will not be accepted for publication. They must include professional discussion of the topics examined and present an organized view of research trends as a whole, or of issues, or of future prospects, or other such matters.

**6. How submitted manuscripts should be written**

(1) Submitted manuscripts must be sufficiently developed.

(2) How to submit manuscripts

Submission is limited to electronic submission (submission to website). When submitting an academic paper or other such manuscript, access the web page for the Editorial Committee and submit the paper in PDF form over the internet. Submission is done by the corresponding author, and the corresponding author is responsible for handling the submission until the manuscript goes through review and is finally published. For further particulars about electronic submission, please refer to the web page for the Editorial Committee.

(3) Number of pages

The standard upper limit on the number of pages in submitted manuscripts and the allowable number of pages above that limit are shown in the below table. However, special issues and special topics may have separately defined requirements, so please check the guidelines for authors for the particular publication.

Classification	Standard upper limit on number of pages	Allowable number of pages above the limit
Academic papers, technical reports	10	10
Technical notes	4	2
Discussions	4	0
Committee reports	6	4

(4) Author identification and contact information

Work and contact information should be entered as they are at the time of submission. If changes in affiliation, address, and so on occur during the peer review period, the final manuscript may be revised at the time it is submitted. An email address for the corresponding author is absolutely necessary, and it would also be good to enter other authors' email addresses.

(5) Abstracts

An abstract of 300 words or less should be placed at the beginning of academic papers. Abstracts should not be written as ordinary descriptions but instead an effort should be made to relate the specifics of key points obtained in the research.

(6) Keywords

About five keywords that adequately represent the academic paper content should be selected and entered under the abstract.

(7) Writing style and chapters, sections, and sub-sections

Personal expressions and content of an advertising or promotional nature should be avoided.

Numbering of chapters, sections, and sub-sections is to be unified under the following scheme. No headings other than these are to be used.

Chapter: 1., 2., 3., and so on

Section: (1), (2), (3), and so on; sub-section: a), b), c), and so on.

For details, please see the templates.

(8) Equations and symbols

For the characters, symbols, unit symbols, and so on that are used in equations and figures, every effort should be made to use sensible symbols. When necessary, a list of symbols should be appended. Equations should be organized in the simplest form possible. Portions showing the expansion and derivation of equations should be minimized and supplemented with written description. When presenting equations, written definitions of the symbols used should be presented at the place where the symbols first appear. Avoid assigning two or more meanings to the same symbol.

(9) Systems of units

Units used should in principle be SI units. When traditional unit systems are used, add them in brackets following the corresponding SI units.

Examples: 9.8 kN/m<sup>3</sup> (1 tf/m<sup>3</sup>)

0.49 MPa (5 kgf/cm<sup>2</sup>)

(10) Dates

Years are to be written according to the Western calendar, but in the event of texts making references to Japanese history, where necessary the Japanese calendar year may be notated in brackets in order to facilitate understanding of the era, e.g. 1940 (Showa 15).

(11) Figures, tables, and photographs

- 1) Figures, tables, and photographs should in principle be placed on the same page as the text that first refers to them. Figures, tables, and photographs should not have text beside them (in the margins).
- 2) Figures and photographs may be in color. Resolution of 1200 dpi for monochrome images and 300 dpi for color and grayscale images is recommended. Take care, since setting the resolution too high results in a conspicuously large file size.
- 3) When figures, tables, and photographs are copied from other written sources, the sources must be identified and the authors' permission must be obtained in advance. Amendments or additions that are made to cited figures should be made recognizable as such.
- 4) When creating figures, set the thickness of lines and size of characters with the finished appearance in mind. The standard character height is 1.5-2 mm in the finished figure. Symbols should be depicted



in a slightly large size so they will not appear too small.

## (12) References and notes

References should be limited to sources that are available. Do not cite academic papers that are in the submission process and other such sources.

Academic papers that are eligible for publication are made publicly available as electric journal, For references cited in papers, a separate cross-reference function will be added individually. In order to prevent errors in links to references, be sure to comply with the following precautions relating to formatting, locations for placement, and related matters.

- 1) Referenced works should be numbered in the order in which they are cited and put together in organized form in the REFERENCES following the body of the text. In the body of the text, the numbers should be placed superscripted to the right and matched with the work in the REFERENCES at the end.
- 2) Only works that will still be available some time after the paper is published should be listed in the REFERENCES. Websites on the internet should also be limited to those that will be semi-permanently accessible. Other sources, including private communications, should be cited in the NOTES instead of in the REFERENCES at the end.
- 3) REFERENCES are to be written with author name(s), title of work, title of journal (or book), volume number, page, and year of publication, in that order. For English-language journals, show authors by family name and initials. Include all author names in the list of works, even when there is a large number of authors. For citations in the body of the text, however, sources that have three or more authors may be cited by the first author alone and the rest abbreviated in the form “et al.” and so on. For books, list the author name, title, page, publisher, and year of publication, and capitalize the initial letter of each word in the title. Journal and book titles should be italicized.
- 4) When citing works as supporting documents or historical research material, and not as previous research to be listed in the REFERENCES, they should be marked where cited in the form “<sup>Note 1)</sup>” in superscript. A NOTES section listing these notes should be placed in front of the REFERENCES. The NOTES may also include other endnotes relating to matters in the body of the text. For this reason, no particular stipulations are made regarding the format of the NOTES section so long as it contains sufficient information that should be provided to supplement the body of the text. However, avoid adding to the NOTES other than for supporting documents or historical research material, as much as possible, and instead explain it in the body of the text or, if the information is unrelated to the flow of the body of the paper, then it should be placed as an appendix at the end of the main text.
- 5) Material in the NOTES should be written in accordance with the source document. For details, please refer to the examples of note entries below.

### Examples of REFERENCES and NOTES entries

#### NOTES

Note 1) International Town Planning Conference Amsterdam, Part II Report pp.55-56, 1924.

#### REFERENCES

- 1) Miles, J. W. : On the generation of surface waves by shear flows, *J. Fluid Mech.*, Vol. 3, Pt. 2, pp. 185-204, 1957.
- 2) Miche, M. : Amortissement des houles dans le do-main de l’eau peu profonde, *La Houille Blanche*, No. 5, pp. 726-745, 1956.
- 3) Gresho, P. M., Chan, S. T., Lee, R. L. and Upson, C. D. : A modified finite element method for solving the timedependent incompressible Navier-Stokes equations, part 1, *Int. J. Numer. Meth. Fluids*, Vol. 4, pp. 557-598, 1984.
- 4) Shepard, F. P. and Inman, D. L. : Nearshore water circulation related to bottom topography and wave refraction, *Trans. AGU.*, Vol. 31, No. 2, 1950.
- 5) Smith, W. : Cellular phone positioning and travel times estimates, *Proc. of 8th ITS World Congress*,

CD-ROM, 2000

(13) Acknowledgements and appendices

Contributions to papers other than by the authors, such as by research funding sources, advice received, and so on, should be stated in Acknowledgements. The Acknowledgements should be placed following the paper's Conclusions, and when there is an appendix, that should be placed after the Acknowledgements.

(14) Manuscript formatting

The format of the Sample of English manuscripts for Journal of JSCE should be followed.

**7. Correction of typographical errors in published academic papers**

Since notices of corrections are not published for minor typographical errors found after publication that are the authors' responsibility, full care should be taken in preparing the manuscript. For important corrections that affect the understanding of the paper's content, the final determination will be made by the Editorial Committee, which tends to handle such matters by publishing notices of corrections (for a fee).

**8. Ownership (transfer) of copyright:**

The copyright in works published in the Journal (including all rights defined in the Copyright Act, Article 21 (Right of Reproduction), Article 22 (Stage Performance Rights and Musical Performance Rights), Article 22-2 (Right of On-Screen Presentation), Article 23 (Right to Transmit to the Public), Article 24 (Recitation Rights), Article 25 (Exhibition Rights), Article 26 (Distribution Rights), Article 26-2 (Right of Transfer), Article 26-3 (Right to Rent Out), Article 27 (Translation Rights, Adaptation Rights, and Other Rights), and Article 28 (Rights of the Original Author in Connection with the Exploitation of a Derivative Work)) is owned by (transferred to) JSCE. In addition, the authors must warrant that (1) the work published in the Journal does not infringe any third-party copyright, patent right, utility model right, design right, trademark right, domain name or any intellectual property rights or any other rights, including rights related to the application for and registration of those rights; and that (2) when the work published in the Journal is a work of joint authorship, then the agreement of all the authors of that jointly authored work has been obtained when it is submitted to JSCE. For details regarding non-exercise of the moral rights of authors (all rights defined in the Copyright Act, Article 18 (Right to Make a Work Public), Article 19 (Right of Attribution), and Article 20 (Right to Integrity, etc.)), the use of works by their authors, and other such copyright matters, please refer to the JSCE Rules Regarding Copyright (Effective September 26, 2014) prescribed by JSCE.

**9. Miscellaneous**

- After being submitted electronically, the date on which notification of the receipt number is made is assigned as the date of receipt of the submitted manuscript, and the date is written after the REFERENCES in the form "(Received July 1, 20XX)."
- The day when notification of acceptance is made is assigned as the date that eligibility for publication was decided for the submitted manuscript, and the date is written after the date of receipt in the form "(Accepted July 1, 20XX)."
- Submitted manuscripts are checked to see whether they meet the minimum conditions considered necessary in terms of format. If those conditions are not satisfied, receipt is put temporarily on hold and either the manuscript is sent back or an inquiry is sent to the author.
- No disclosure is made of any of the names of reviewers of individual manuscripts or of any content of the peer reviews.
- If the final manuscript is not submitted within one month after the date that eligibility for publication is decided, the decision that the manuscript is eligible for publication is sometimes rescinded and the manuscript is returned.
- If prompt response is not made to a request to proofread the final manuscript after that manuscript has been

submitted, as is done in conjunction with preparing manuscripts for publication, the decision that the manuscript is eligible for publication is sometimes rescinded and the manuscript is returned.

- Inquiries regarding the receipt of submitted manuscripts and peer review results should be referred to the following office:

The Editorial Committee on Journal of JSCE, Secretariat, Japan Society of Civil Engineers

E-mail: [edi@jsce.or.jp](mailto:edi@jsce.or.jp)

#### Supplementary notes

Prepared on 1 December, 2011

Revised on 29 January, 2018

Revised on 25 October, 2021

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