

Art Research

A Journal of the Art Research Center (ARC), Ritsumeikan University

Manuscript Submission Guidelines

1. Eligibility for Submission:

Whether they are members of Ritsumeikan University or not, researchers are eligible who participate in research projects conducted by the Art Research Center (including graduate students) and those approved by the Editorial Board. Undergraduate students are not allowed to submit manuscripts on their own.

2. Types of Manuscripts:

- (1) Submitted research papers (peer-reviewed)
- (2) Research notes
- (3) Others (e.g., invited papers and lecture records related to the ARC)

All manuscripts shall be unpublished and written in either Japanese or English.

Submissions shall be limited to (1) and (2). (3) shall be requested or planned by the Editorial Board.

3. Length of Manuscripts:

- (1) Research paper: Around 12,000 characters for Japanese manuscripts, or 6,000 words for English manuscripts
- (2) Research note: Around 8,000 characters for Japanese manuscripts, or 4,000 words for English manuscripts

4. Submission of Manuscripts:

- (1) Please submit complete manuscripts.
- (2) Please submit manuscripts with the necessary information and formatting according to the prescribed template. If a manuscript is significantly incomplete, it may be rejected.
- (3) Manuscripts submitted after the deadline may be considered for publication in the subsequent issue of the journal.

5. Peer reviews, Revisions, and Acceptance/Rejection:

The Editorial Board shall decide on the acceptance of submitted research papers based on the results of peer review by two reviewers. Peer reviews shall be limited to 2 times. When revising a paper manuscript based on the feedback from the review, please ensure that the changes are clearly marked. The reviewers and the Editorial Board may recommend changing the type of manuscript from a research paper to a research note, or vice versa.

Concerning research notes, the Editorial Board shall decide on the acceptance, and the Board may request revisions.

6. Proofreading:

Proofreading by the author shall be limited to 2 times. In principle, proofreading as minor editorial additions and corrections to the text shall be made only during the first round of proofreading. The second proofreading shall be limited to confirming the results of the corrections. If the first proof is not returned after two weeks, or the second proof is not returned after ten days by the author, the Editorial Board shall consider the author's proofreading done.

7. Publications and Reuse:

Manuscripts accepted for publication by the Editorial Board are published as online journals on the Art Research Center website. They may also be published in other media, such as the Ritsumeikan Academic Achievement Repository (R-Cube). Manuscripts published as online journals will also be published in paper form, later. Such publications do not prevent authors from reusing the manuscript when they clearly indicate the source.

8. Others:

The Editorial Board shall decide on other matters if necessary.