

Submission Guidelines

Article 1: Publication

The Ornithological Society of Japan (OSJ) publishes the journal *Ornithological Science* twice a year. Original Articles, Reviews, Short Communications, Technical Notes, and Comments are all considered for publication.

Article 2: Qualifications

Authors are not required to be members of OSJ. Manuscripts must be original and unpublished, and may not be submitted simultaneously for publication in other journals.

Article 3: Language, Style and Length

Ornithological Science is an English-language publication. The length and style of manuscripts for submission must follow the **Instructions for Authors**, which can be found on the OSJ website.

Article 4: Application and Acceptance

Submissions to *Ornithological Science* are first assessed by the Editor-in Chief and a Reviewing Editor, then subjected to peer review. The date on which it is received will become the manuscript submission date. The acceptance date will be the date of approval following peer review.

Article 5: Peer Review

Submissions to *Ornithological Science* are subject to peer review. Authors may be required to make necessary changes and corrections (see **Instructions for Authors**). Manuscripts may then be accepted after revision. If authors are unable to re-submit their corrected manuscripts within the allotted timeframe they may contact the journal's Submission Administrator and request delayed resubmission. In cases when authors wish to appeal for a review of a rejected paper, the Editor-in-Chief has the final decision concerning re-examination of the manuscript.

Article 6: Proofreading

Authors will receive a first proof for editing. Subsequent proof editing is at the discretion of the editorial board.

Article 7: Fees

Basic publication in *Ornithological Science* is free of charge; however, authors may be charged for specific expenses. In particular, fees apply for color printing, and for amendments and corrections to manuscripts and plates after copyright transfer. Thirty reprints are supplied free-of-charge, but fees apply for additional reprints.

Article 8: Copyright and Preprint

After submission and proofreading, the copyright of each paper will belong to OSJ. Prior to submission, depositing original manuscripts in an institutional

repository (IR) or uploading to a preprint server is at the author's discretion.

Authors must inform the journal's editorial board at their submission, when their manuscripts are released, or when their release is planned, and must provide the relevant URL.

Article 9: Conduct and Ethics

Authors are required to follow codes of good conduct and ethics. Such practices as duplicate submission, data fabrication, plagiarism, inappropriate authorship, and unreported conflicts of interest are considered to be grave misconduct.

Peer reviewing and editing of manuscripts by the editorial board involves checking manuscripts with reference to publishing ethics (see <https://publicationethics.org/guidance/Flowcharts>). If suspicions of misconduct are aroused, the editorial board will investigate, and if misconduct is identified as intentional fraud, the editorial board will reject the manuscript and report the matter to the authors' institution. If misconduct is revealed after publication, the editorial board will investigate and take appropriate action, including publishing a treatise withdrawal.

Article 10: Writing Procedures

Important details concerning manuscript preparation are described in the **Instructions for Authors**. If manuscripts do not follow the **Instructions for Authors** they may not be accepted, with the final judgement being made by the editor-in-chief.

Article 11: Revision of Submission Guidelines

The *Ornithological Science* editorial committee is responsible for making revisions to submission guidelines and these take effect following approval at a general meeting and by the board of councilors.

Additional rules

1. Initial Submission Guidelines came into effect on 1 January 2002.
2. The guidelines were revised on 17 September 2006.
3. The guidelines were further revised on 22 October 2021.