

Reference notation proofreading checklist (for the authors)

This is a reference notation checklist for proofreading.

Please refer to “Basic writing style for journal references” for details.

https://tetsutohagane.net/en/submission/writing_style_for_references

| Category | Confirmation items for proofs | Check |
|---|--|-------|
| <Main text> Reference number | Are all reference numbers correctly cited (listed) in the main text? | |
| <Main text> Author citation | When citing the author names in the main text, are they written in the same English notations as in the *references? *In the case of two authors, cite the last names of both authors, for example, “Ono and Kimura”. In the case of three and more authors, cite the last name of the first author, followed by et al., for example, “Ono et al.” | |
| <References> Bibliographic information | Are the reference notations (author, journal name/book name, volume number, year of publication, page number, etc.) correct? | |
| Journal articles | Author name: <i>journal name</i> , volume number (year of publication), [issue number], first page number (language notation). DOI or URL with access date. | |
| | [Author name] Initials of first and middle names. All author names must be listed. | |
| | [Journal name] Abbreviation notation based on ISO 4, italics (no abbreviation is needed if there is only one word). | |
| | [Volume number] In bold font. | |
| | [Issue number] Should be listed only if the volume serial page number is not known. Additionally, supplements should be listed as “Suppl.” | |
| | [Page number or paper number] Only the first page number should be listed. | |
| | [Language notation] Should be listed at the end in the case of a non-English reference. | |
| | [DOI] DOI should be added beginning with https://. | |
| | [DOI] Should be linked with the correct reference. | |
| [URL] Access dates should be listed for links other than DOI. | | |
| Books/ proceedings | Author name: book title, accompanying information, [editor name], publisher, [publisher location], (year of publication), page number, (language notation). DOI or ISBN | |
| | [Book name] Unlike journals, no abbreviation should be used. | |
| | [Book name] In the case of a Japanese title with no official English title, describe Japanese title using Hepburn | |

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|-----------------|--|--|
| | romanization (romaji) and English translation in parentheses should be included. | |
| | [Information accompanying book: Revision version, volume number, international conference abbreviation, etc.] Should be listed after the book title. | |
| | [Editor name] Should be written after the book title and accompanying information when listing. | |
| | [Publisher name] The name of the publisher should be listed. | |
| | [Publisher location] Not required if it is unknown. | |
| | [Page number] Only the first page number should be listed. | |
| | [Language notation] Should be listed at the end in the case of a non-English reference. | |
| | [DOI or ISBN] DOI or ISBN should be listed. URL with access date can also be used. | |
| Academic theses | Author name: type of thesis, name of university, (year of degree conferment), page number, (language notation). [DOI or URL, (access date)] | |
| Standards | Standard number: year of enactment, title of standard (language notation). | |
| Websites | [Author name]: website title, website provider, ["name of report"], [(Report publication date)], acquired URL (language notation), (access date). | |
| Others | Refer to "Basic writing style for journal references" | |