**Author’s Information Sheet**

Kobe College Studies VOL.71 No.1 (Scheduled for publication in June 2024)

☆Please submit this sheet together with your article by 17th , March 2024.

　　Date received by the Research Institute: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Author Name and Affiliation

Please fill in the names and information of all Authors including Co-author(s) in the order in which they will be published.

（Ex. Jody Kelly Professor, Department of English, School of Letters, Kobe College）

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Name | *English* | Affiliation | *English* | (*Official use only*) \* Certificate of Research Ethics  |
| *Japanese* | *Japanese* |
| Main author |  |  |  |
|  |  |  |
| Co-author |  |  |  |
|  |  |  |
| Co-author |  |  |  |
|  |  |  |
| Co-author |  |  |  |
|  |  |  |

　　　　　　 　\*To be filled by the Research Institute Office.

1. Type of Manuscript
□　Article　　□　Research reports or research note　　□　Translation 　□　Book review
2. Title of Thesis

Thesis title written down here in Author’s information sheet should be the same and unified with your title of thesis.

|  |  |
| --- | --- |
| English |  |
| Japanese |  |

1. Academic Writing Style (Ex. MLA, APA, the Style Guidelines of Japan Sociological Society, etc.)

Please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and complete your article according to the style of your choice.

1. Notes (If you are submitting a research report or research note as an article, please review and check the following)

□ When a research report or research note is subsequently submitted as an article, care should be taken to avoid double
 submission.
2. Language Editing

Any article or abstract written in a language other than the author's mother tongue should be translated or edited by a professional of that language. Below, please check the applicable case for both your abstract and your article.

* Abstract

[ ]  My original abstract is written in my mother tongue.

[ ]  My abstract (Japanese) has been translated or edited by a professional

 because it is written in a language other than my mother tongue.

* Article

[ ]  My original article is written in my mother tongue.

[ ]  My article (Japanese) has been translated or edited by a professional

because it is written in a language other than my mother tongue.

1. Off-prints

Each author can receive 50 copies of off-prints for free, if desired.

 [ ]  I do not need any off-prints.

 [ ]  I’d like to receive 50 off-prints for free.

 [ ]  I want to order ( ) set/s besides the 50 free copies for free. (1 set = 50 copies)

8. Additional cost

Additional cost will be charged for the articles that have more than 20 pages, or require color printing. When the article submitted has more than 20 pages, the author will be notified by the Research Institute.

If you require color printing, please specify below;

 [ ]  Whole article

 [ ]  Only ( ) pages

9. Contact Information

|  |  |
| --- | --- |
| **\*Name** |  |
| **\*Email Address** |  |
| Telephone |  |
| Postal address |  |

＊Name and Email addresswill be published together with the article.