< August 2017: Information to all presenters >

# Japanese Academy of Budo 50<sup>th</sup> Anniversary Conference 2017 International Budo Conference Proceedings Creation Information

Participants who are making an oral presentation or poster presentation at the Japanese Academy of Budo 50th Anniversary Conference (2017 International Budo Conference), please submit a manuscript for publication in the Proceedings in the manner described below.

## 1. Proceedings manuscript creation guidelines

#### 1) Template

Please use the Microsoft Word template on the Japanese Academy of Budo homepage (http://www.budo.ac/) to create a 2-page manuscript. Please do not change the template format.

#### 2) Language and word count

The Proceedings manuscripts will be in English. Please write approximately 900 words using the template (A4 size, 2 pages). Before submission, please make sure that your manuscript is checked by a native English speaker if English is not your first language.

#### 3) Diagrams and tables

If including diagrams or tables, use no more than three. Adjust the size and position so that the document is no more than two A4 pages.

#### 4) Proceedings Committee Proofreading

The Proceedings Committee section of the Japanese Academy of Budo's Editorial Committee will proofread all of the submitted manuscripts. Please understand that writers may be asked to make corrections.

## 2. Submission method

Once the Proceedings manuscript is completed, please send a Word file and a PDF to the email address below. Please make sure that all diagrams and tables are included and their positions finalized, as the manuscript will be printed as it is.

Please make Proceedings submissions to Ms. Ootake, Soubun Printing Co. Ltd.

E-mail: ootake@soubun.com

## 3. Submission deadline

Friday September 29, 2017 (Japan time)

### 4. Copyright

The Japanese Academy of Budo will retain the copyright of the manuscripts that appear in the Proceedings.

## 5. For enquiries related to the Proceedings

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