

Checklist for Submission
Journal of Japanese Society for International Nursing

Submit this checklist with all items checked (☒), otherwise your manuscript will be returned.

Title :

1 . Submission Information

- ☐ The first author is a member of the Japanese Society for International Nursing who has fully completed registration and the payment of annual fees.
- ☐ All co-authors meet the authorship requirements.
- ☐ The manuscript topic is related to International Nursing and/or International Health.
- ☐ A certificate of English proofreading for the manuscript in English and/or the abstract in English is attached.
- ☐ Any conflicts of interest have been disclosed in the Title page.
- ☐ If you used an existing scale/tool, you had permission to use it.

2 . Format

- ☐ The cover page includes the title, authors' names, organization(s), and the corresponding author's name, telephone number, and e-mail address.
- ☐ If the manuscript is in English, the document has been formatted at A4 size with 30 mm margins on the left and right.
- ☐ The document in English is written in Times New Roman with 11-point font.
- ☐ The English abstract is within 350 words, Japanese Abstract with the same contents is within 1000 Japanese characters, and there are maximum of 5 key-words, respectively.
- ☐ The manuscript includes a chart converted into the number of letters according to the size, and it is written within the specified number of characters (confirm it again when resubmitting the manuscript).

3. Article Body, Tables, and Figures

- ☐ The manuscript has no ellipses or spelling errors.
- ☐ The citations in the article body and the list of references correspond with each other.
- ☐ The references follow the latest APA style.
- ☐ The references are listed alphabetically by the family name of the first author and then chronologically for references from the same author.
- ☐ There is no description in the text where the reviewer can specify the authors (including research funding number).
- ☐ Each table and figure is given a number and each table and figure fits on a single page.
- ☐ The insertion points for the tables and figures are mentioned in the article body.

4. Ethical Issues

- ☐ The manuscript has been approved by the relevant Ethical Board, or the manuscript does not require ethical approval.
- ☐ Ethical considerations are addressed in the main body of the article (if applicable).
- ☐ The human rights of the subjects, such as the guarantee of anonymity, have been safeguarded.

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