

Instructions for Authors

We welcome contributions from both researchers of the NMNS and outside. Submissions from outside researchers are to be co-authored with the NMNS researchers or contain work based on the collection of the NMNS. Other manuscripts will be considered for publication if the relevant specimens are donated to the NMNS. Manuscripts are peer-reviewed by referees for consideration of publication. The Editorial Committee reserves the right to decide acceptance or reject of the manuscript.

Full original papers are limited preferably to 30 printed pages in length including tables and figures. **Material reports** on the collection of NMNS are also considered for publication.

Preparation of Manuscript:

Manuscripts should be prepared in English. The title page, abstract, and figure legends must be contained in a single Word file readable in Windows. Tables and figures may be sent as separate files, or can be contained in the Word file. Please follow the style in recent issues of the Bulletin. Type in double-space on one side of A4 size papers with margin at least 2.5 cm wide.

Arrange the manuscript in the order listed below and number all pages consecutively.

Title page should contain 1) title, 2) author's name(s) and address(es), 3) the corresponding author's name, complete address, phone and facsimile numbers, and e-mail address, 4) number of figures and tables, and 5) running title not to exceed 50 characters including spaces.

Abstract should be a lucid digest of the paper, not exceeding 200 words.

Key words not more than five.

Text normally including Introduction, Materials and Methods, Results, Discussion, and Acknowledgments.

References cited in the text should be arranged alphabetically according to the name(s) of author(s). Text reference should be made by the author's surname followed by the year of publication. [for example: Yamaguchi (1982), or (Yamaguchi, 1982)]. If the number of author is three or more, use Akazawa *et al.* (1992), or (Akazawa *et al.*, 1992). Each reference should be given in the following form and neither journals nor books should be abbreviated:

Pearson, K., and A.G. Davin, 1924. On the biometric constants of the human skull.

Biometrika, **16**: 328–363.

White T. M. (2000) Human Osteology. Second edition. Academic press, San Diego.

Ungar, P. S., 2006. Dental functional morphology: the known, the unknown, and the unknowable. In: Ungar, P.S. (Ed.), *Evolution of the Human Diet: The Known, the Unknown, and the Unknowable*. Oxford University Press, Oxford, pp. 39–55.

Tables should include a lucid legend to explain the meaning of the content. Tables can be sent in either Word or Excel files, readable in Windows.

Figures should be sent in jpeg format. Initially submitted figures do not need to be in high resolution, but the necessary details must be readable in screen size.

Submission:

Submit all manuscripts by e-mail to the Editor, Dr. Kazuhiro Sakaue, Department of Anthropology, National Museum of Nature and Science, at k-sakaue@kahaku.go.jp

Miscellaneous:

Galley proof will be sent to the corresponding author. The authors are responsible for reading the first galley proof. No change of the content of the manuscript is permitted on the galley proof. If the Editors recognize the necessity for a change, this change may be made at the author's expense.

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