# Editorial Policy of the Journal of the Yamashina Institute for Ornithology

### **Editorial Policy**

The Journal of the Yamashina Institute for Ornithology (JYIO) publishes a broad range of literature on avian studies, such as scientific papers, commentaries, and travelogues. All categories of avian studies are included, from natural science to human science. In the case of natural science, various forms of observational records, descriptive papers, hypothesis verification papers, and so on, are acceptable. We also provide a forum for the publishing of all materials and data that have the potential to contribute towards the advancement of avian studies.

# Publishing

One volume of the journal is published annually and consists of two issues.

### **Category of Literature**

The following literature will be published in the JYIO.

- 1. Original Article: A paper providing novel academic knowledge and discussion on it.
- 2. Short Note: A paper providing partial and/or time-sensitive information in advance of the completed study.
- 3. Review: A paper summarizing a study field and indicating its perspective and relevance.
- 4. Letter: A paper providing academic information promptly, even if the level of information included therein is insufficient to interpret the results.
- 5. Commentary: An opinion on a preceding paper and/or an argument against it.
- 6. Perspective: A discussion on the significance of preceding paper(s) and a proposal of future field of research.
- 7. Material: Materials and/or data published to contribute towards academic understanding.
- Miscellanea: Travelogue about participation in a congress or field research, an academic opinion information, book review, obituary, etc.

### Contributor

Anyone can submit a manuscript for publication in the JYIO. However, the editorial board has the discretion to refuse any manuscript deemed unsuitable to the JYIO. A submitted manuscript must not have already been published, or be submitted elsewhere.

#### Language

Manuscripts must be written in Japanese or English. In title, author(s), affiliation, figures and tables, and the captions of any manuscript written in Japanese, except for miscellanea, both Japanese and English must be written.

#### **Receiving and Acceptance**

The day when a manuscript conforming to the 'Instructions for Authors' reaches the editorial board will be considered as the date received. The day when a manuscript is approved to be published by the Editor-in-Chief will be considered as the date of acceptance.

# Peer-review

Manuscripts submitted as Original Article, Review, or Short Note will be peer-reviewed by at least two referees, whereas manuscripts submitted as Letter, Commentary, and Perspective will be peer-reviewed by at least one referee.

The editorial board evaluates each manuscript's suitability for publication based upon the reviewers' comments. Wherever factual, content, grammatical or formatting errors have been detected, the editorial board requires contributors to modify their manuscripts accordingly. In manuscripts submitted as Material and Miscellanea, the editorial board will decide upon acceptance for publication only after the author(s) modifies it in accordance with the editorial board's comments and recommendations.

# Proofreading

Authors must correct the first proof. Second or later proofs will be corrected by the editorial board. In the first proof, only typographic errors should be corrected; modification of content is not permitted.

# Copyright

Copyright of all material published in the JYIO is assigned to the Yamashina Institute for Ornithology. The author(s) should consent to the Institute releasing an electronic version of the publication.

### **Institutional Repository**

Author(s) may archive, in an institutional repository and without permission of the editorial board, any paper for which date of publication in JYIO is at least one year prior. In such cases, JYIO is not liable for any change to the appearance and content of the paper.

Implementation of the Policy: The policy detailed above will come into effect on and after June 30, 2021.