

INSTRUCTIONS TO AUTHORS

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The manuscript must be accompanied by a cover letter bearing the corresponding author's signature and stating that none of the material (including figures or tables) in the manuscript has been published previously and none is under consideration for publication elsewhere. Previous publication includes publishing as a component of symposia, proceedings, transactions, books (or chapters), articles published by invitations or reports of any kind, as well as in electronic databases of a public nature. The cover letter must also contain the exact mailing address, telephone and fax numbers and email address of the corresponding author.

Ethics

When reporting experiments on human subjects, the authors should indicate whether the procedures followed were in accordance with ethical standards of the responsible committee on human experimentation (institutional or regional). The participants' informed consent should be obtained and should be indicated in the article. Research studies that include clinical trials are to conduct CTRs (clinical trial registry). Research studies that include RCTs (random controlled trials) must comply with the CONSORT statement (<http://www.consort-statement.org/consort-statement/>). (See Reference)

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potential conflicts of interest must be stated within the text of the manuscript, under this heading. This pertains to relationships with pharmaceutical companies, biomedical device manufacturers, or other corporations whose products or services are related to the subject matter of the article. Please state "None" if no conflicts exist.

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When you submit a manuscript electronically, please make sure to download the "Authorship agreement" from the website to fill out or describe that "All authors have read the manuscript and approved its submission to The Journal of the Japanese Society of Balneology, Climatology and Physical Medicine. I certify that the manuscript is original and that no portion is under consideration elsewhere or has been previously published in any form other than as an abstract and that all relevant legal, financial, and ethical responsibilities with the manuscript belong to the authors. The authors agree to transfer all copyright ownership to The Journal of the Japanese Society of Balneology, Climatology and Physical Medicine when the article is accepted for publication.", title of the manuscript, all authors' names and signatures, and submission date, and then fax or e-mail it to the editorial office. We cannot accept any additional co-authors after the manuscript has been accepted. Please make sure that you add all co-authors in the revision process.

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The entire manuscript, including references and tables, should be typed, double-spaced on one side only of A4 paper with margins of at least 25mm. Number all pages in sequence, beginning with the title page as 1, summary as 2, etc. The manuscript should be presented in the following order: (i) title page, summary and key words, (ii) text, (iii) acknowledgements, (iv) references, (v) figure legends, (vi) tables (with title and footnotes), and (vii) figures. Each of sections from (i) to (vii) should begin on a separate page. Start each figure and table at top of new page.

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1. **Title Page:** The title page should include the title of paper, full name(s) of author(s) (without titles) and affiliation for (all) author(s). Provide a short running title in no more than 40 characters including spaces. Indicate the full postal address, email, facsimile and telephone numbers of the author to whom all correspondence should be sent.
2. **Abstract:** The second page should have an abstract of no more than 400 words and 3-5 key words. Regarding the abstracts for regular papers and rapid communications, use

the following headings: Background (rationale for study), Methods and Results (brief presentation of methods and presentation of significant results; note that both categories are included under one heading), and Conclusions (succinct statement of data interpretation).

3. **Text:** The text should consist of INTRODUCTION, MATERIALS AND METHODS (SUBJECTS), RESULTS and DISCUSSION. Indicate in the right margin of the manuscript, appropriate position of figures and tables.

4. **References:** In the text, references must be less than 30 and be cited using superscript in order of appearance [ex. ^{2,4-5}]. In the list, references must be listed numerically. Cite the names of all authors (up to 3); when there are more than three only the first three followed by et al. Japanese papers with English abstract are available but indicate (in Japanese) at the end of cited reference.

Sample references are as follows:

1) Noro H, Takayama S, Agishi Y : Effects of the stellate ganglion radiation by polarized light on the autonomic nervous system and electroencephalogram. J Jpn Assoc Phys Med Balneol Climatol 1997 ; 60 : 93-199.

2) Agishi Y, Ohtsuka Y, Watanabe I, et al. : Present features of medical balneology in Japan. In: Recent Progress in Medical Balneology and Climatology, Agishi Y, Ohtsuka Y (eds), Kokoku Printing, Sapporo, 1995 ; p1-10.

3) Moser M, Buchberger W, Mayer H, et al.: Influence of an iodine-drinking cure on the antioxidative status of diabetic patients. Wien Klin Wochenschr 1991 ; 103 : 183-186 (in German with English abstract).

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Reference

Schulz KF, Altman DG, Moher D, CONSORT Group: CONSORT 2010 statement: updated guidelines for reporting parallel group randomized trials. BMJ 340:698-702, 2010.

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Authorship Agreement

All authors have read the manuscript and approved its submission to The Journal of the Japanese Society of Balneology, Climatology and Physical Medicine. I certify that the manuscript is original and that no portion is under consideration elsewhere or has been previously published in any form other than as an abstract and that all relevant legal, financial, and ethical responsibilities with the manuscript belong to the authors. The authors agree to transfer all copyright ownership to The Journal of the Japanese Society of Balneology, Climatology and Physical Medicine when the article is accepted for publication.

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