

「The bulletin of the faculty of commerce Meiji University
(MEIDAI SHOGAKU RONSO)」 guidelines for writing thesis papers

Meiji University
School of Commerce

(Form of manuscripts of papers, research notes, and research materials)

1 in principle,

- 1 sheet of A4 size Japanese manuscripts shall be "42 characters wide" and "33 lines long", and the total number of pages shall not exceed 25 (34,650 characters).
- English manuscripts should be 84 strokes (half-width) horizontally and 33 lines (vertical) per A4-size sheet, totaling 25 pages (69,300 half-width characters) or less.

(Manuscripts in languages other than English shall be equivalent to English manuscripts.)

(Title and author name)

2

■Title

(a) The title shall be written in Japanese and English (When the document is written in a language other than English, it shall be equivalent to English.).

■Name of author

- (a) Names of authors in Japanese shall be in the order of surname and first name.
(b) The author's name in Roman characters shall be in the order of first name and last name, and only the first letter of each name shall be capitalized.

(Example) 山川太郎 ; Taro Yamakawa

(Form of a review manuscript)

3 in principle,

- 1 sheet of A4 size Japanese manuscripts shall be "42 characters wide" and "33 lines long", and the total number of pages shall not exceed 8 (11,088 characters).
- English manuscripts should be 84 strokes (half-width) horizontally and 33 lines (vertical) per A4-size sheet, totaling 8 pages (22,176 half-width characters) or less.

(Manuscripts in languages other than English shall be equivalent to English manuscripts.)

(Format of the translation manuscript)

4 in principle,

- 1 sheet of A4 size Japanese manuscripts shall be "42 characters wide" and "33 lines long", and the total number of pages shall not exceed 25 (34,650 characters).
- English manuscripts should be 84 strokes (half-width) horizontally and 33 lines (vertical) per A4-size sheet, totaling 25 pages (69,300 half-width characters) or less.

(Manuscripts in languages other than English shall be equivalent to English manuscripts.)

(-footnote-)

- 5 Footnotes may be indicated by sequential numbering at the bottom of the page to which the footnotes refer, or they may be indicated together at the end of each chapter, section, or manuscript to indicate the footnotes (indicated by sequential numbering).

(Title, author's name, footnotes, graphs, figures and tables, references, etc.)

- 6 thesis papers, research notes, research materials, book reviews and translations shall be included in the above number of copies.

(Important notes on writing)

- 7 In order to maintain a uniform appearance, the author shall write in accordance with the instructions given in the attachment (the standard important notes in writing the " MEIDAI SHOGAKU RONSO ").

(method of submission)

- 8 Papers, research notes, research materials, book reviews, and translations must be submitted by e-mail as attachments of two types of manuscripts: word processing software data and PDF-converted data.

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