
June 2020

1. Qualification of Contributors

As a rule, the principal author of a paper shall be a member of the Japanese Society of Generic and Biosimilar Medicines. However, this does not apply if someone outside Japan submits a paper or if a paper is submitted on request.

2. Copyrights

The copyrights of papers, abstracts, articles and the like that are published in the journal are vested in the Japanese Society of Generic and Biosimilar Medicines.

3. Details of Papers

Papers to be submitted shall discuss the formulation, quality, equivalence, added value and other scientific reporting on generic medicines (including biosimilars; GE); surveillance and research relating to the provision of information and dependable supply; and research, surveillance, interpretation and reporting on pharmacology and medical economics of GE. The papers shall never have been published or submitted to any scientific journal or other publisher.

Any research into humans or human tissues shall comply with the ethical principles of the World Medical Association Declaration of Helsinki. Such research must have the approval of the ethics committee of the institution or equivalent body, depending on the subject area. Any animal testing shall follow the animal test guidelines prescribed by the institution.

3-1 Examples of Subject Areas

- Formulation design/stability testing of GE
- Bioequivalence testing of GE
- Efficacy/safety of GE
- Added value of GE
- Industrialization of GE
- Manufacture/quality control of GE
- Assessment of GE at medical institutions
- Reporting on discussions by manufacturers based on assessments by medical institutions
- Requests for GE from medical institutions
- Various issues associated with the introduction of GE into hospitals
- Current status of the use of GE at hospitals and associated problems
- Supply/distribution of GE and provision of information
- The relationship between domestic and international pharmaceutical regulations/guidelines, and the development/manufacture of GE
- GE and medical economics
- Etc.

3-2 Type

Japanese Journal of Generic Medicines mainly accepts general papers, short reports, research results and review articles as a rule.

- General papers: as a rule, they need to include new findings on GE obtained from original research activities.
- Short reports: they shall include new findings, valuable data, case reporting and others as a rule, even if it is fragmentary research.
- Research results: they shall include valuable data, although it is not necessary to include new findings.
- Review articles:

Comprehensive papers: these should be based on the author’s research performance and include an overview and comments on studies associated with the author’s field.

Invited papers: these are written at the request of the editorial board of the journal.

- Lecture reports: these are written at the request of the editorial board of the journal by the presenters of lectures (symposiums, etc.) at the meeting of the Japanese Society of Generic and Biosimilar Medicines. However, submissions based on short presentations are handled as general papers.

3-3 Languages

Japanese or English

3-4 Length

The length of manuscripts, according to the type of the manuscript, should be as follows. Character count does not include the title, the name(s) of the author(s), the institution(s) of the author(s), as stated in 3.5, and the summary in English (with its Japanese translation) and keywords, and include the main text, figures and tables, references and footnotes.

- General papers: the printed paper shall not exceed 7 pages (1,900 Japanese characters by 6 = 11,400 Japanese characters).
- Short reports: the printed paper shall not exceed 5 pages (1,900 Japanese characters by 4 = 7,600 Japanese characters).
- Research results: the printed paper shall not exceed 7 pages (1,900 Japanese characters by 6 = 11,400 Japanese characters).
- Review articles:

Comprehensive papers: the printed paper shall not exceed 10 pages (1,900 Japanese characters by 9 = 17,100 Japanese characters).

Invited papers: the printed paper shall not exceed 13 pages (1,900 Japanese characters by 12 = 22,800 Japanese characters).

- Lecture reports:

Lectures of up to 60 minutes: the printed paper shall not exceed 10 pages (1,900 Japanese characters by 4 = 7,600 Japanese characters).

Lectures of up to 60 minutes: the printed paper shall not exceed 10 pages (1,900 Japanese characters by 9 = 17,100 Japanese characters).

- Each page should be A4 size, with 40 characters by 40 horizontal lines.
- A figure or a table corresponds to 300-600 Japanese characters depending on its size.

3-5 Format

- The first page of the manuscript shall state the title, the names of each author (if the paper is in Japanese, the names in Roman alphabet are to be given as well), the name and address of each institution (the address is only required for the principal author), contact e-mail address, the contact for requesting copies and the contact address for proofreading.
- The second page shall contain an English summary of up to 250 words (with its Japanese translation) and up to 5 keywords (with their Japanese translations).
- The main text should start from the third page.
- Figures, tables and photographs shall be labeled as Fig., Table, and Photo respectively. Serial numbers are to be given if there is more than one. They should carry their own titles and be supplied separately from the main text. In principle, the original figures, tables, and photographs prepared by the author should
be provided. Citation of figures, tables and photographs shall be indicated in the text or in the margin.

- Units: International System of Units (SI) should be used based on the Japanese Pharmacopoeia, 16th edition (2011).
- References: References are numbered in the order in which they are cited, and the number of each reference is given followed by a closing parenthesis as a superscript to the relevant part, along with a closing parenthesis. All references are summarized in the references section at the end of the paper.
- Description of references
  For journals, give the details in the following order: 1) name of the author(s), 2) title of the paper, 3) name of the journal, 4) year of publication, 5) volume number and 6) page numbers. The name of the journal with its title in the Roman alphabet is typed in italics. For published books, give the details in the following order: 1) name of the author, 2) title of the book (and the section title), 3) edition and volume number, 4) name of the editor, 5) place of publication, 6) name of the publisher, 7) year of publication and 8) page number. The accessed date should also be given for web pages.

Example
Journal articles:

Books:

Footnotes
A footnote shall be provided on the same page as the one in which the footnote symbol or number is placed. The footnote symbol or number shall be clearly indicated in the text.

Disclosure of Conflict of Interests (COI)
In accordance with this Society's Rules on Managing Conflict of Interests, all papers submitted shall carry a declaration at the end of the main text, stating whether or not any of the coauthors has a conflict of interests. If there is a conflict of interests, the name of the company or organization in question shall be stated. If any financial assistance, whether direct or indirect, was received from a specific company in the process of conducting the research or preparing the manuscript, this fact shall be stated in the paper.

Example: No conflict of interests. This study was funded by Co., Ltd.

4. Contribution Procedure
A contributor shall send the contribution data to the following address by e-mail or in the form of a CD-R, etc., particularly in cases where the document’s file size exceeds 10 MB. Microsoft Office software shall be used for preparing the documents.
- Address: The editorial board of the Japanese Journal of Generic Medicines
c/o Japanese Society of Generic and Biosimilar Medicines
Atago Green Hills Mori Tower 37th fl. 2-5-1, Atago, Minato-ku, Tokyo 105-6237
(inside the office of Zeirishi-Hojin AKJ Partners)
Tel: 03-3438-1073 Fax: 03-3438-1013
E-mail: journal@ge-academy.org
Contact: Japanese Journal of Generic Medicines, Office of Japanese Society of Generic and Biosimilar Medicines

- The acceptance procedure shall be deemed complete when the contributor receives an e-mail response from the contact. If no such e-mail arrives within one or two business days, the contributor shall make an inquiry to the contact as to whether to re-send the contribution data as there could be cases where contribution data fail to be properly received.

5. Evaluation of the Papers and Results
Papers submitted are subject to an assessment for acceptance by two examiners. If a paper is returned after assessment with a request to be resubmitted, it shall be sent back within two months of the day the paper is returned. If the paper is resubmitted after this time, it shall be handled as a new contribution. The journal may request partial corrections to a manuscript for publication. The order in which papers are published shall in principle be the order in which they are received, although it is subject to change for the convenience of assessment and editing.
However, review articles (invited papers) and lecture reports defined in 3.2 are not subject to the assessment mentioned above, but shall be accepted for publication or rejected based on the judgment of the chair of the editorial board; however, the journal may request partial corrections of a manuscript for publication.

6. Publication Fees
Contributors (except the author of an invited paper or a lecture report) shall pay upon request the following publication fees (consumption tax not included) after the paper has been accepted.
- 2,000 yen per printed page
- 3,000 yen per page exceeding the length provided in 3-4
- Figures and tables preparation fee if they are prepared separately: 2,000 yen per 50 cm²

7. Separate Off-Prints
The journal provides PDF file of relevant page to the author at the time of publication.
If the author wishes to obtain printed separate off-prints, the number of copies to be needed can be ordered at the time of proofreading, which is available for a fee.

8. Others
- The author may proofread a paper only once. As a rule, no additions or corrections shall be accepted thereafter, except for typographical errors.
- These rules shall apply from the papers published in the journal, volume 14, number 1. Contributors should refer to the current rules for contributions (available on the web site of the Japanese Society of Generic and Biosimilar Medicines).
### Appended table: Instruction by submission type

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<th>Length</th>
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<th>Publication fee</th>
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<td>General papers</td>
<td>The printed paper shall not exceed 7 pages</td>
<td>Subject to assessment</td>
<td>2,000yen × number of pages</td>
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<td>Short reports</td>
<td>The printed paper shall not exceed 5 pages</td>
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<td>Research results</td>
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<td>Review articles: Comprehensive papers</td>
<td>The printed paper shall not exceed 10 pages</td>
<td>Subject to assessment</td>
<td>2,000yen × number of pages</td>
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<td>Review articles: Invited papers</td>
<td>The printed paper shall not exceed 13 pages</td>
<td>Not subject to assessment; partial corrections may be requested by the judgment of the chair of the editorial board.</td>
<td>Free</td>
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