

# *Journal of Disaster Research*

## **Instructions to Authors**

Disasters have frequent and devastating impacts on human society. To improve disaster resilience, the Journal of Disaster Research publishes the latest ground-breaking research and information on a wide range of hazards as an international Open Access peer-reviewed journal. Available for free online, the journal is a comprehensive resource for a large and diverse global audience who work to prevent, protect against, mitigate, respond to, and recover from disasters.

<b>AIMS &amp; SCOPE</b>	<b>1</b>
<b>MANUSCRIPT TYPES</b>	<b>1</b>
<b>JOURNAL &amp; ETHICS POLICIES</b>	<b>2</b>
<b>PEER REVIEW PROCESS</b>	<b>5</b>
<b>OPEN ACCESS, COPYRIGHT, AND FEES</b>	<b>9</b>
<b>MANUSCRIPT SUBMISSION</b>	<b>10</b>
<b>MANUSCRIPT PREPARATION</b>	<b>10</b>
<b>ACCEPTED MANUSCRIPTS</b>	<b>13</b>
<b>CONTACT DETAILS</b>	<b>14</b>

### **AIMS & SCOPE**

The *Journal of Disaster Research* publishes timely and topical articles on disaster risk reduction. The journal's wide and comprehensive scope covers natural and man-made disasters, such as geological disasters, meteorological disasters, hydrological and marine disasters, viral and other disaster-related disasters; lifeline disasters, transportation disasters, environmental disasters, food hygiene, nuclear disasters, terrorism, etc. Articles may offer a microscopic or macroscopic view on topics in basic/applied sciences, engineering, or explore the impacts of disaster on human society.

The journal's broad global audience includes anyone interested or involved in disaster risk reduction or improving disaster resilience, including researchers, engineers, disaster management specialists, administrators, policy makers, government agency employees, and personnel in not-for-profit or non-governmental organizations. Supported by a strong and diverse Editorial Board, the journal aims to provide rapid turnaround times for authors and vital information for readers.

### **MANUSCRIPT TYPES**

The journal welcomes 10 manuscript types, all of which are peer reviewed, and they shall not be published to date elsewhere.

#### **Papers**

Papers present new findings and original concepts accompanied by complete discussions. The number of pages averages 8 printed pages, which includes the abstract, keywords, text, and illustrations (tables, figures, and photographs).

### **Reviews**

Reviews give a balanced assessment of a specific subject, introducing authors' views on recent progress and prospects.

### **Survey Reports**

Survey reports describe technical findings that are actually useful in practical application. They shall average 6 printed pages.

### **Letters**

Letters contain original and valuable facts or conclusions whose contents are to be published promptly. They should not exceed 4 printed pages.

### **Notes**

Notes discuss new facts, valuable data, or conclusions not concluded as research. They should not exceed 4 printed pages.

### **Discussions**

Discussions state opinions on articles published in the *Journal of Disaster Research*. The Editorial Committee may request original authors' opinions on the discussion in question.

### **Materials**

Materials contain valuable reports from the past and facts that may be useful in projected research. Articles previously published elsewhere are acceptable with appropriate attribution.

### **Tutorials**

Tutorials clearly explain the latest research results to nonexperts in the field covered. These do not necessarily include the original work of authors.

### **Disaster Letters**

Disaster letters summarize facts and positioning in a major disaster and need prompt publication. Only electronic version within 2 pages is published. The manuscript is requested by the editorial board and no publication fee is required.

### **Disaster Reports**

Disaster reports are surveys and reports for a serious disaster and need prompt publication. Only electronic version is published. The manuscript is requested by the editorial board, and no publication fee is required for the first two pages.

## **JOURNAL & ETHICS POLICIES**

The *Journal of Disaster Research* strives for the highest standards in scholarly publishing.

Before submitting a manuscript to the journal, authors must ensure that they have read and are compliant with the journal's policies. The journal reserves the right to reject without review any manuscript that the Editor-in-Chief believes may not comply with these policies.

The responsibilities of the journal's authors, editors, reviewers and publisher regarding research and publication ethics are described in this section.

The *Journal of Disaster Research* welcomes manuscript submissions from authors who are anywhere in the world.

Authors of submitted manuscripts warrant that they have read and approved the manuscript, have agreed to its submission, and have the right to publish their work, and that the work contains no slanderous or libelous material. Authors alone are responsible for all statements in their manuscripts.

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The journal title is *Journal of Disaster Research*. It should be abbreviated as “*J. Disaster Res.*”

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The corresponding author warrants that all authors have seen and approved the author list and order. Changes to the author list after manuscript submission – such as the insertion or removal of author names, or a rearrangement of author order – must be approved by all authors and the relevant Associate Editor or Editor-in-Chief.

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The journal encourages authors to grant reasonable requests from colleagues to share any data, materials and experimental protocols described in their manuscript.

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In the interests of transparency, the journal requires all authors to declare any conflicts of interest in relation to their submitted manuscript. A conflict of interest exists when there are actual, perceived or potential circumstances that could influence an author's ability to conduct or report research impartially. Potential conflicts include (but are not limited to) competing commercial or financial interests, commercial affiliations, consulting roles, or ownership of stock or equity.

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The received date is the date on which a manuscript is received by the journal's Editorial Office, and the accepted date is the approval date for publication by the Editorial Committee.

### **Editorial and peer review process**

The journal uses single-blind peer review. All manuscripts are sent to two anonymous reviewers who evaluate them for originality, validity, novelty, methodology, appropriate citation of relevant work, and the importance of content and conclusions. Further details about the journal's acceptance criteria are listed below.

The time required for peer review depends on many factors, including the time to locate reviewers and the timeliness of their responses. The median time from submission to first response is one month. As an aside, the median time from acceptance to publication is two months.

When a manuscript is submitted to the journal, the Editor-in-Chief performs initial screening. Manuscripts that do not fit the journal's scope or are not deemed suitable for publication are rejected without review. The remaining manuscripts are assigned to an Associate Editor who assigns 2 reviewers to assess each manuscript. The Editor-in-Chief may manage the peer review process in some circumstances. The deadline for submission of the reviewers' reports varies by article type.

Once the reviewers' reports have been received, the Associate Editor makes the first decision: acceptance; conditional acceptance with minor revisions; revision and resubmission due to the need for major revisions; or reject. Decisions are made on the totality of the information available to the Associate Editor: the manuscript, the reviewers' reports, the acceptance criteria, the competition for limited space in the journal, and the aims and ambitions of the journal.

Authors who are asked to revise their manuscript must do so within 1–2 weeks for 'conditionally accepted' manuscripts and 2–3 weeks for 'revise and resubmit' manuscripts; otherwise, manuscripts may be treated as new submissions after three months. The Associate Editor may send revised manuscripts to peer reviewers for their feedback or may use his or her own judgement to assess how closely the authors have attended to the reviewers' comments and amended the original manuscript. The Associate Editor then makes a final decision on the manuscript's suitability for publication in the journal. The Editor-in-Chief acts as an arbitrator when necessary.

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Reviewers are selected without regard to geography and need not belong to the *Journal of Disaster Research*'s Editorial Committee. Reviewers are selected based on their expertise in the field, reputation, recommendation by others, and/or previous experience as peer reviewers for the journal.

Reviewers are invited within one week of an article being submitted. Reviewers are asked to submit their first review within three weeks of accepting the invitation to review. For 'conditionally accepted' articles, reviewers are asked to return their second review within two weeks. For 'revise and resubmit' articles, reviewers are asked to return their second review within two weeks. Reviewers who anticipate any delays should inform the Editorial Office as soon as possible.

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## **Acceptance criteria and editorial decisions**

If a manuscript satisfies the journal's requirements and represents a significant contribution to the published literature, the Associate Editor may accept the publication in the journal. The following criteria are used to assess the suitability of manuscripts for publication.

### **i) Originality and novelty**

Each submitted manuscript is evaluated for novelty and originality in the relevant field of research. Associate Editors assess if the manuscript presents original scholarship and data and draws valid and significant conclusions.

### **ii) Usefulness**

An objective of the *Journal of Disaster Research* is to introduce technologies that originate in academia to industry. Associate Editors therefore make judgements about a manuscript's contribution to technological development; potential and possible applications; and implications for broader societal benefit. In addition, they determine if the authors have attended to these issues in the best way possible.

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Associate Editors judge the scientific or academic rigor of each submitted manuscript. The *Journal of Disaster Research* only publishes manuscripts that are within the subject scope of the journal, demonstrably rigorous, and within academic norms, and that make valid and defensible conclusions.

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If you encounter any problems with online submission, please contact the Editorial Office: [disaster@fujipress.jp](mailto:disaster@fujipress.jp).

## **MANUSCRIPT PREPARATION**

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The journal is published in English. Manuscripts are submitted primarily in English, which must be clear, grammatically correct and of a sufficient standard to allow reviewers to be able to assess the manuscript. If the standard of English expression is poor, the manuscript may be returned to authors without peer review.

Manuscripts may be submitted in Japanese, but will be translated by Fuji Technology Press Ltd., at the authors' expense. After approval by the authors, the translated manuscript will undergo standard peer review. Acceptance of the translated manuscript is not guaranteed.

### **Style and format**

Manuscripts should be prepared in LaTeX (preferred) or Microsoft Word based on the template file available at the journal's website.

Each article should consist of: Title, Authors' full names, Affiliations, Abstract, Keywords, Main text, References, and Figures/Tables.

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The title should describe the content of the article concisely and clearly to facilitate searching by third-party services. Do not use the same main title with numbered minor titles, even for a series of papers by the same authors. Do not use abbreviations in the title, except those used generally in related fields.

#### *Authors*

Provide the full names of the author(s). The corresponding author should be indicated with a dagger mark.

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Provide the full names and addresses of institutions (including laboratory, department, institute and/or university, city, state and country). When authors belong to more than one institution, their respective addresses should be indicated by superscript asterisks.

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A maximum of five keywords should be provided.

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SI or SI-derived units should be used. More information on SI units is available at the [Bureau International des Poids et Mesures \(BIPM\) website](#).

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Each abbreviation should be defined in parentheses together with its non-abbreviated term when it first appears in the text (except in the Title and Abstract).

#### *Abstract*

The Abstract should clearly express the content of the paper in a single paragraph and include the question being addressed, experimental approach, main results and outcomes, and conclusions. Abstracts should be 200–250 words and must not exceed 4,000 characters (including spaces). Avoid using specific abbreviations.

#### *Introduction*

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The Conclusion should summarize the key points of the manuscript in a concise paragraph.

### *Acknowledgments*

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#### *<Journal article>*

[1] T. Arai et al., “Development of a direct-drive human-like manipulator,” *J. Robotics Society of Japan*, Vol.5, No.1, pp. 27-35, 1985.

[2] H. Yang, T. Takaki, and I. Ishii, “Simultaneous dynamics-based visual inspection using modal parameter estimation,” *J. Robot. Mechatron.*, Vol.23, No.1, pp. 180-195, 2011.

#### *<Journal article with DOI>*

[3] O. Schneider, K. MacLean, C. Swindells, and K. Booth, “Haptic experience design: What hapticians do and where they need help,” *Int. J. of Human-Computer Studies*, Vol.107, pp. 5-21, 2017. <https://doi.org/10.1016/j.ijhcs.2017.04.004>

<Book chapter>

[4] T. Mouri and H. Kawasaki, "A novel anthropomorphic robot hand and its master slave system," M. Hackel (Eds.), "Humanoid Robots, Human-like Machines," I-Tech Education and Publishing, pp. 29-42, 2007.

<Book>

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[6] M. Wisse and R. Q. v. d. Linde, "Delft pneumatic bipeds," Springer-Verlag Berlin Heidelberg, 2007.

<Conference paper>

[7] J. Furusho et al., "A performance evaluation method of a passive-type force display and rehabilitation system with redundant brakes," Proc. IEEE Int. Conf. on Rehabil. Robotics, pp. 950-955, doi: 10.1109/ICORR.2009.5209504, 2009.

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*Tables*

A title and caption must be provided above each table. The caption should be brief, but informative, complete and clear.

*Figures*

A title and caption must be provided below each figure. Figure captions should include enough experimental or other detail to make the figures easily interpretable; however, avoid duplicating detail from the Materials and Methods.

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