

<Thesis Requirements >

1. Thesis must be written on A4 size paper written in flat break with 40 characters x 40 characters x 15 pages.

We will not accept thesis that are 16 pages or over.

2. Language used must be English.
3. Margin must be 3cm on the top, on the right, and on the left, and 2cm on the bottom.
4. Font size must be 10.5 for the main text, 14 for the title, and 10.5 for the subtitle.

Font must be century.

5. Start the title from the second line.

Insert 1 line between the title (the subtitle if there is a subtitle) and the name.

6. Affiliation, author must be written in the order of affiliation, last name, and first name.

Please check the university website and others for your affiliation.

Last name must be in all capital, the first letter of the first name must be in capital and the rest must be in lower case.

e.g. DAVIS Tom

5. For the index for the hierarchical level such as introduction, use roman numeral (I, II, III...).

If there is a hierarchical level in the main text use (1), (2), (3)... and then use ①, ②, ③... next.

Also, please do not use automatic paragraph numbering (function where numbers are automatically generated when you change line).

6. Put a period "." at the end of the figure and table number.

7. Figure, table, and picture must be at the end of the main text. (Do not insert it in the text. Do not have a separate file. The layout will be collapsed when it is inserted.)

Also, do not put the table and figure composed in a separate file as "copy as a figure" (it cannot be edited with Word).

Also, use the comment function to indicate the place where you want to insert it in the text. Please understand that we may not be able to do so due to the page layout.

8. The references in the main text must be indicated as the following.

-The first letter of the author's last name must be in capital.

-If there are 2 authors, the last name of both of the authors must be written each time they are cited.

-If there are 2 authors and they are cited and the reference is indicated in parenthesis in the main text, "&" must be inserted between the authors' names.

-If there are more than 3 authors but less than 5 authors, all authors last names must be indicated when they are first cited. When doing so, "&" must be inserted between the last 2 authors and the "," must be inserted between the rest of the authors names.

-When they are cited the second time and after, indicate the last name of the first author and omitted the rest with "et al."

-If there are 6 authors or more, the last name of the first author is written when they are first cited and the rest of the authors names are omitted with "et al."

9. Avoid citing material on the web. If you must cite a website, make a copy, keep it, and record the date it was viewed since it may be deleted. Submit the copy if the editing committee request you to submit the copy.

10. Indicate the reference list at the end of the thesis. The rules are as follows.

◇For thesis

(In the order of appearance)

-For journals: Author, Issued year, Title, Journal name, Volume, Issue, Page

-For books: Author, Published year, Title, Publisher (If it is published abroad, indicated the location)

-For books written by multiple authors: Author, Published year, Title, Editor, Author, Publisher
(If it is published abroad, indicate the location), Page

(Author' s name)

For all authors, write the last name first, and the first name next. Also, the last name of the author must be written in capital and the initial of the first name with a period. Insert a space after the period. Also, a comma must be inserted between each author's name and & must be inserted between the last 2 authors.

(Typeface)

Typeface is the same as the main text in general, but the journal name must be in italic. The volume must not be in gothic.

(Title)

For thesis, the first letter of nouns, pronouns, verbs, adjectives, subordinate conjunctions, adverbs, must be in capital, and articles, prepositions, infinitives must be in lower case.

◇For materials on websites

(In the order of appearance)

-For materials on websites: Author, Year, Title, <URL>, (the date it was accessed)

11. Abstract in English must follow the reference. Abstract should be about 200 characters.

12. Indicate the type of thesis when submitting it.

There 3 types "original", "material", and "opinion".

Also, "material" includes a research done experimentally or preliminary, and it is not sufficient data to

generalize the results or amount is lacking as a thesis. It does not mean that it is inferior to the original. "Opinion" is a description that expressed the author's opinion based on the previous research and their practice.

The screening is done based on the type of thesis submitted. Therefore, there will not be a case where "it will be published if it is "material" or "opinion" when the author submitted it as "original". In other words, if the author wish it to be published as "original" and the reviewer does not evaluate it to be worth published as an original thesis, it will not be selected. Please consider carefully about the type of your thesis.

13. Submit the thesis via email. Send Word file and PDF. If it can be sent via email due to size restriction, please contact us.

14. Please make a payment for submission fee when submitting the thesis.

Submission fee: 65US\$ (7,000 JPY, 77000 KRW, 450 RMB, 2000 TWD)

Please transfer the fund to the following bank account before submitting the thesis.

15. Please make a payment of publication fee after the thesis was published.

Please transfer the fund after the journal is published.

Publication fee: 280 US\$ (30000 JPY, 330000 KRW, 2000RMB, 8300TWD)