

## NOTE TO CONTRIBUTORS

### General

*Advances in Polar Upper Atmosphere Research* is an annual publication from National Institute of Polar Research (NIPR) including papers on the upper atmosphere physics in the polar regions as well as papers presented at the NIPR Symposium on Coordinated Observations of the Ionosphere and the Magnetosphere in the Polar Regions. *Advances in Polar Upper Atmosphere Research* accepts these categories of papers; scientific papers, research notes and review papers. Scientific papers are original articles dealing with major problems related to the polar upper atmosphere physics. Research notes are short articles dealing with a significant topic, new findings, and preliminary interpretation, etc. Both papers are reviewed by at least two referees for evaluating the acceptability. Review papers deal with recent development and activities, respectively. These papers are reviewed by at least one referee.

**Manuscripts for *Advances in Polar Upper Atmosphere Research* should be sent to:**

The Editorial Board of *Advances in Polar Upper Atmosphere Research*  
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**Three copies** of the manuscript are required for submission. Information on the corresponding author including his/her address, telephone and fax number and e-mail address be attached.

### Preparation of manuscripts

- (1) All manuscripts must be written in English.
- (2) All pages of the manuscripts must be typed **double spaced** on one side of the A4 paper with wide margins, and assembled in the order; *title, abstract, text, acknowledgment, references, appendices, tables, figure captions* and *figures*.
- (3) An abstract is within 200 words.
- (4) Use of the Système International d'Unités (SI) is recommended.
- (5) The title page should include the category of contribution, the title, the name(s) of author(s), their affiliations and addresses. In case the title contains more than 50 letters, a running title should also be given.

### References

- (1) The text citation of a reference should consist of the author's name and year of publication [*e.g.*, "according to Nagata *et al.* (1973)" or "as shown by earlier study (Nagata *et al.*, 1973)"]. All references referred to in the text should be given in the reference list.
- (2) References in the list should be arranged alphabetically without numbering. All authors should prepare the list of references following the style of our journal.

### Tables/Figures

Each table should be typed by on a separate sheet of A4 paper and numbered according to their sequence in the text. All figures should be numbered consecutively and referred to in the text. Color figures can be accepted upon request. But the final decision rests with the editorial board.

### Page proofs

One set of page proofs will be sent to the corresponding author, to be checked for typesetting/editing. The author is not excepted to make changes or corrections that constitute departures from the article in its accepted form. Proofs should be returned within 2 days.

**Reprints**

Fifty reprints of each article are supplied free of charge. Additional reprints can be ordered on a reprint order form, which will be sent to the corresponding author upon receipt of the accepted article by the publisher.

**Submission of electronic text**

Authors are requested to submit an electronic copy of the final text on a 3.5" diskette after the article is accepted. The name and version of the word processing program used should clearly be indicated.

**Acknowledgment to the referee**

In your final manuscript, the authors are kindly requested to append the following lines to the acknowledgment paragraph according to the indication by the editor.

"The editor thanks \*\*\* and another referee for their help in evaluating the paper."