

Mandatory Submission Form

Niigata Journal of Health and Welfare

Manuscript Title:

The Name of Corresponding Author:

Telephone Number:

Fax Number:

E-mail Address:

Category of the Manuscript (review, full original, or report)

Suggested reviewers:

Name:

Institute:

E-mail Address:

Name:

Institute:

E-mail Address:

Name:

Institute:

E-mail Address:

The Signature Below Certifies Compliance with the Following Statement

Check squares if it is approved or achieved.

General

- Authors must read the *Guidelines on Research Ethics* and adhere to guidelines as instructed.
- The manuscript is an original work not previously published or being considered for publication elsewhere.
- The length of manuscript should not exceed 8,000 words in a manner which is in total.
- Each page and line should be numbered in order throughout the manuscript.
- The manuscript must be proof read by a native speaker competent in the field.
- Work on human beings must comply with the principles described in the Declaration of Helsinki. Work on animals is achieved in accordance with institution guidelines. The approval letter number is included in the Materials and Methods section in the manuscript.
- Authors agree that submission of the manuscript to this journal gives Niigata Society of Health and Welfare the right to publish the manuscript if it is acceptable for publication.

On Title Page

The title page includes the following:

- The full title of not more than 30 words.
- Full name and address of the institution where the work was carried out by all authors.
- The name, address, telephone number, fax number, and e-mail address of the corresponding author.
- Running head of not more than 20 words.

On Abstract Page

The Abstract page includes the following:

- Abstract of not more than 300 words.
- Keywords (3-5).

On the Acknowledgements

- All funding sources supporting the work and all institutional or corporate affiliations is listed up.

On the Conflicts of Interest

- If there are elements in the submitted manuscript that can be considered conflicts of interest, disclose them in the manuscript. If there are no conflicts of interest, include the statement “ There are no conflicts of interest to declare” at the end of the manuscript.

On the References

- The manuscript should contain no more than 50 references.

Authors should sign in the same order as on the manuscript title page. For more than 8 authors, use an extra sheet.

Signature (1)		Full Name		Date	
Signature (2)		Full Name		Date	
Signature (3)		Full Name		Date	
Signature (4)		Full Name		Date	
Signature (5)		Full Name		Date	
Signature (6)		Full Name		Date	
Signature (7)		Full Name		Date	
Signature (8)		Full Name		Date	

Please send this *Mandatory Submission Form* by fax or regular mail to the secretary of the office of Niigata Journal of Health and Welfare.

Fax number: 025-257-4456 (from inside Japan)

+ 81-25-257-4456 (from outside Japan)

Regular mail address: Niigata University of Health and Welfare

1398 Shimami-cho, Kita-ku, Niigata City, Niigata 950-3198, JAPAN

If there are any questions, please send your e-mail to gakkai@nuhw.ac.jp