

**Department of Radiological Sciences      Doctoral Thesis Style Guide (ver. 16.05.06)**

**1. Manuscript length and format**

- (1) Text should be created using word processing software.
- (2) Figures and tables should be inserted in the main text.
- (3) For Japanese manuscripts, use the A4 format with text written horizontally.  
Each page should consist of 40 lines of 40 characters, totaling 1,600 characters, with a total of no more than 200 pages including figures, tables, photographs and bibliography.
- (4) English manuscripts should be written double-spaced on A4 paper, with a total of no more than 400 pages including figures, tables, photographs and bibliography.

**2. Notes on thesis composition**

- (1) In principle, notation should be based on the International System of Units (SI) and the western calendar should be used.
- (2) Foreign names, terminology, etc., should be written in the original language.
- (3) When using abbreviations, the original language or full spelling should be used when first mentioned, followed in brackets by the abbreviation to be used thereafter.

**3. Presentation of bibliography**

- (1) Write superscript numerals 1), 2), etc. in sequence to the right of the citation, and list the cited references in the same sequence on the bibliography page.
- (2) Journals, write author's name: title, name of journal, volume (issue): cited page number(s), year of publication in that order.

(Examples)

井村恒郎：知覚抗争の現象について，精神経誌，60：1239-1247，1589.

Baxter LR, Schwartz JM, Phelps ME, et al.: Reduction of prefrontal cortex metabolism common to three types of depression, Arch Gen Psychiatry, 46: 243-250, 1989.

- (3) Books

Write author's name: title, supervisor or editor, name of book, edition: cited page number(s), publisher, where published, year of publication" in that order.

(Examples)

八木剛平, 伊藤斉 : 操鬱病. 保崎秀夫編著, 新精神医学 : 282 306, 文光堂, 東京, 1589.

Gardner MB: Oncogenes and acute leukemia. Stass SA (ed), The Acute Leukemia: 327 359, Marcel Dekker, New York, 1987.

- (4) If there are four or more authors, list the first three, followed by “他” (in Japanese manuscripts) or “et al.”.

#### 4. Composition and format of the thesis

Print the thesis and bind it in the following order. Include page numbers at the bottom center of each page from the main text to the bibliography. The format of the degree thesis should follow that of the “Department of Radiological Sciences (Binding style)”. However, a file may be used to bind the text when applying.

- (1) Booklet cover (create in the format specified in “Department of Radiological Sciences (Binding style)”)
- (2) 1 blank sheet (i.e. two blank pages)
- (3) Inside cover (create using Attachment 1)
- (4) 1 blank sheet (two blank pages)
- (5) Abstract (only reprint the main abstract created using Attachment 3)
- (6) Contents
- (7) Main text (from Chapter 1: Introduction to Final Chapter: Conclusion)
- (8) Bibliography (as specified in 3. Presentation of bibliography)
- (9) Acknowledgement (if necessary)

#### 5. Submission of thesis: Submitted documents and number of copies

The documents listed in the table below must be submitted with the number of copies specified for each.

**Table List of submitted documents and number of copies**

	Document	Format	Copies
1	Degree Application Form	Paper medium (Form 2)	1 original
2	Résumé	Paper medium (Form 6)	1 original, 6 copies
3	List of research achievements	Paper medium (Form 5)	1 original, 6 copies
4	Academic papers	Three	1 original and 6 copies of each paper
5*	If co-authored, Permission to Submit	Paper medium (Form 4)	1 original and 6 copies of each paper

6	Thesis	Paper medium	1 original, 6 copies
7	Abstract	Paper medium (Form 3)	1 original, 16 copies
8	Thesis and abstract	Combine in a single PDF, following the sequence specified in “4. Composition of the thesis”.	One CD or DVD (write student ID No., name, and title of thesis on the front cover.)
9	Consent form for reproduction	Paper medium (Form 7)	1 original
	Other (certification of credits obtained)		(Prepared by Secretariat)

Notes)

- “3 Academic papers / Three” means that three papers including at least one by the lead author must be submitted. If linked to the main thesis, a master’s thesis will be regarded as one academic paper. If you have been notified of a decision to publish a paper, submit a copy of the notification (or notice of acceptance) and a copy of the submitted manuscript.

- After the thesis examination has been completed, submit 3 booklets as specified in “Department of Radiological Sciences (Binding style)” to Academic Affairs by the designated deadline.



Following pages: Samples of front and back covers