

Department of Nursing Sciences Master's Thesis Style Guide

1 Manuscript length and format

- 1) For manuscripts in Japanese, a PC or word processor should be used to create a fair copy in A4 format with text written horizontally. Each page should consist of 40 lines of 40 characters, totaling 1,600 characters, with a total of around 25 pages (100 sheets of manuscript paper with 400 characters per sheet, totaling 40,000 characters) in principle, including figures, tables and bibliography.
- 2) English manuscripts should be written horizontally with double spacing on A4 paper using a PC or word processor, with a total of around 30,000 words in principle, including figures, tables and bibliography.
- 3) Figures and tables (created using a PC or word processor) should be numbered sequentially as Figure 1, Table 1, etc., and collated separately from the main text.
- 4) The print layout should be set with the following margins: top 30mm, bottom 20mm, left 35mm, right 25mm.
- 5) Page numbers should be positioned at the bottom center of the manuscript.

2 Composition and notation of the manuscript

- 1) The manuscript should consist of a front cover (Attachment 1), a Japanese abstract (max. 400 characters) and key words (max. 5 words), and an English abstract (max. 300 words) and key words (max. 5 words), followed by the contents, main text, bibliography, figures and tables in that order.
(Academic Affairs will make contact separately regarding Attachment 1).
- 2) In principle, years should be written according to the western calendar, and foreign words, names and place names should be written in the original language or in katakana (alongside the original spelling when first mentioned). Insert abbreviations after the full name when first mentioned in the main text.

3 Presentation of bibliography

For reference, see the Publication Manual of the American Psychological Association, 6th edition by the American Psychological Association.

(APA論文作成マニュアル [第2版], 医学書院 Igaku Shoin, 2011)

- 1) Citations in the main text
 - Insert the author's name (surname) and year of publication in the relevant location.

(Example)

香川 (2000) によれば、～

～である (香川, 2000)。

According to Kagawa (2000), ...

- If there are six or more authors, only give the name of the lead author, followed by “ら” (in Japanese manuscripts) or “et al.”.

(Example)

中西ら (2012)

Nakanishi et al. (2012)

- 2) Reference works in the bibliography should be listed by authors' names (i.e. surname of the lead author mentioned) in alphabetical order.

[Papers published in journals]

- Author's name, Author's name (year of publication). Title of paper. Name and volume (issue) of journal. First page – last page.
 - Author's name, A. A., Author's name, B. B., & Author's name, C. C. (year of publication). Title of paper. *Name and volume (issue) of journal (in italics)*, first page – last page.
- * Japanese text: Commas and colons full width / No spaces
English: Commas and colons half width / Half width spaces

(Example)

中西美千代, 志自岐康子, 勝野とわ子, 習田明裕 (2012). ターミナル期の患者に関わる看護師の態度に関連する要因の検討. 日本看護科学学会誌, 32 (1), 40-49.

西田三十一, 志自岐康子, 習田明裕 (2011). 患者の死を体験した看護師の成長に関連する要因の検討. 日本看護科学学会誌, 31 (4), 3-13.

Suzuki, E., Kanoya, Y., Katsuki, T. & Sato, C. (2006). Assertiveness affecting burnout of novice nurses at university hospital, *Japan Journal of Nursing Science*, 3(2). 93-105.

[Papers published in online journals, etc.]

Author's name, Author's name (year of publication). Title of paper. Name and volume (issue) of journal. First page – last page. Search date not required.

[Books]

Author's name (year of publication). Title of book (edition) (*Roman script titles in italics*). Publisher: where published.

(Example)

香川知品 (2000). 生命倫理の誕生—人体実験・臓器移植・治療停止. 動草 書房: 東京.

Frank, A. W. (1995). *The wounded storyteller: Body, illness, and ethics*, The University of Chicago: Chicago.

[Translated books]

Name of original author (year of original publication) / Name of translator (year of publication of translated version). Title of translated book (edition). Publisher, where published.

(Example)

Henderson, V. (1960) / 湯槇ます, 小玉香津子 (2006). 看護の基本となるもの (新装版). 日本看護協会出版会, 東京.

Title

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