

Biophysics and Physicobiology (BPPB)
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INSTRUCTION FOR AUTHORS

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These notes make up the Instruction for Authors who would like to submit their articles to BPPB.

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1. Article Categories in BPPB

Articles that BPPB publishes are categorized as (1) Regular Articles, (2) Review Articles, (3) Notes, (4) Methods and Protocols, (5) Databases and Computer Programs, (6) Commentary and Perspective, and (7) Editorial.

(1) Regular Articles are the main category of the journal and must be prepared in accordance with the instructions provided below. The manuscript template for Microsoft Word is available HERE.

(2) Review Articles summarize a particular aspect of biophysical research. Most Review Articles are invited, but contributed Review Articles are also welcome (please send inquiries with an outline to the Editor-in-Chief before sending the manuscript). The manuscript template for Microsoft Word is available HERE.

(3) Notes are short articles that are not necessarily categorized as Regular Articles because of the content, and may contain important information on new devices and/or new ideas, including hypothetical comments that are useful for researchers working in the field of biophysics. The goal of this category is to encourage critical evaluation of concepts, idiosyncratic viewpoints, and challenges to ideas. However, the manuscript should go through rigorous review, and the ideas should be based on sound data without excessive speculation. The manuscript template for Microsoft Word is available HERE.

(4) Methods and Protocols cover new methods or significant new advancement of established methods that will be widely applicable to the field of experimental and computational biophysics. The manuscript template for Microsoft Word is available HERE.

(5) Databases and Computer Programs should be a description of the core data or software that would be useful for biophysics studies. The databases/computer programs should be available via a website designated by the authors or via BPPB. The review process for this category is based on the functionality of the database/computer program. The manuscript template for Microsoft Word is available HERE.

(6) Commentary and Perspective introduces hot topics in the field of biophysics and topics with global collaborations. Most of the Articles in Commentary and Perspective are invited from the organizers of the annual BSJ meetings or other scientific meetings, but contributed articles are also welcome (please send inquiries with an outline to Editor-in-Chief before sending the manuscript). The manuscript template for Microsoft Word is available HERE.

(7) Editorial is written by the Editor-in-Chief, Editorial Board members and Guest Editor-in-Charge for Special Issues. It introduces new policies, comments and new editorial board members. The manuscript template for Microsoft Word is available HERE.

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2. Special issues

We welcome a proposal of a topic as a Special Issue, which is in principle composed of more than four articles focusing on a particular biophysical issue, from the members of the Society, the Editorial Board, Associate Editors and Advisory Board. The proposer should contact the Editor-in-Chief directly, and may take on duties as a Guest Editor-in-Charge. Note that all the manuscripts in these Special issues are reviewed,

and the publication fees must be paid. In addition, the proceedings of a scientific meeting can be considered for a special issue publication.

3. Peer review procedure

If a submitted manuscript does not conform to the journal scope, or other inadequacies are found, the Editor-in-Chief reserves the right to reject the manuscript without review. Manuscripts are handled through the peer review process and edited by an Editor-in-Charge, selected from the Associate Editors, the Advisory Board members, the Editorial Board members or the Editor-in-Chief, who are introduced in the web page of our Editorial Board. Manuscripts are sent out for peer review to two or more reviewers. The Editor-in-Charge may suggest to the authors that the linguistic accuracy of the manuscript should be improved when the manuscript is poorly written. In that case, the Editorial office may support the authors by introducing a professional English proofreader.

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If there are any problems with on-line submission, please contact the editorial office below.

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The following materials in electronic form are required for submission. **The text including Tables and Figures, and supplementary materials (if any) are required for initial submission.**

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Page 1 of the template file should contain the **article title, author name(s), affiliation(s), address(es), an abstract, keywords, and a significance statement**. The complete postal address and the ORCID iD of the corresponding author should be indicated on the footer of page 1. An E-mail address can be added if the corresponding author(s) wishes. An **abstract of no more than 250 words** is required. The abstract must not include references. For the “Editorial” or “Commentary and Perspective” categories, an abstract is not necessary. A list of up to five **keywords**, which have not been used in the title, should be provided below the abstract. **A short statement of less than 100 words about the significance** of the paper should be added, but it is not necessary for “Editorial” or “Commentary and Perspective”. This significance statement will also be published on the Society News website.

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All figures must be cited in the text. Number the figures consecutively with Arabic numerals (for example “Figure 3”), in the order of their appearance in the text. The dimensions of each illustration, photograph, or composite imagery should be no larger than the size of the manuscript page.

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Authors may be asked to provide raw data in connection with the manuscript, and should be prepared to provide access to such data for a reasonable time after publication. Sequence and structural information of biological materials should be submitted to public databases and an Identification code should be obtained before submitting the manuscript. The identification code should be given in the manuscript.

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If the subjects are human, authors are required to ensure that the following guidelines are followed, as recommended by the International Committee of Medical Journal Editors. See, for example, “Uniform requirements for manuscripts submitted to biomedical journals” (1997), *Pathology*, Vol. 29, No. 4, Pages 441–447. <https://doi.org/10.1080/00313029700169515>. When informed consent has been obtained, it should be indicated in the submitted article. Identifying information, including subjects’ names, initials, or hospital numbers, should not be published in written descriptions, photographs, or pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication.

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All persons designated as authors should qualify for authorship.

To qualify for authorship, an author should contribute to:

- a. Conception and design of the work, acquisition of data, or analysis and interpretation of data,
- b. Drafting the article or revising important aspects of the intellectual content, and
- c. Final approval of the version to be published.

The contributions of all the authors should be listed in a separate section at the end of the manuscript. For example,

- A, B, and C directed the entire project and co-wrote the manuscript.
- D synthesized and characterized materials. E carried out diffractometry analyses. F performed NMR measurements.
- G and H carried out *ab initio* calculations.

For an article by a single author, the example is as follows:

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7. Publication fees

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There are no publication fees or page charges for the articles, which are invited by the Editor-in-Chief, who welcomes recommendations by members of the BSJ. The invited authors are also requested to use the templates for their final manuscripts. The authors of the invited articles have to pay the publisher for any reprint costs if they require reprints.

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Revised 22 March, 2023