

## THE ENGLISH LITERARY SOCIETY OF JAPAN

ESTABLISHED IN 1917; INCORPORATED IN 1948

<i>President</i>	Kazuhisa Takahashi		
<i>Directors</i>	Masachiyo Amano	Mitsuya Kato	Hideyo Sengoku
	Kazuhisa Takahashi	Takayuki Tatsumi	Akira Tamai
	Eiichi Hara	Tadashi Wakashima	
<i>Auditors</i>	Yukio Kato	Yasunari Takada	

The English Literary Society of Japan, founded in 1917, is an association of scholars in the fields of English and American literature and the English language. Its members are entitled to attend the Society's annual meeting to read papers or participate in other activities of the Society. They can also submit their unsolicited articles for publication in the Society's journal, *Studies in English Literature*. It is published twice a year, and of those two issues published one is a number consisting of articles written in English, the other in Japanese.

The journal is distributed free to members of the society, whose annual membership dues are ¥7,000. Overseas applicants for membership should pay ¥7,700, a sum including bank charges for the collection of the proceeds of foreign cheques. The fee should be paid in yen; no other currency is acceptable.

Members must conform to the following rules in submitting manuscripts intended for publication in an English number of the journal.

- (1) Submission of a manuscript will be accepted only from current Members of the Society.
- (2) Manuscripts submitted for review cannot have been published or have been accepted for publication elsewhere, though papers that have been presented orally can be submitted provided that that fact is made clear. Deadlines for submission are April 1 for the Japanese volume and September 1 for the English volume.
- (3) When submitting a manuscript, each of the items in [1] through [3] below should be submitted electronically as WORD files (.doc) or

as Rich Text Formatted files (.rtf), and should be sent either by e-mail or by regular mail (see below).

- [1] Manuscript (Do not include the author's name or acknowledgments anywhere in the file.)

Articles should be limited to approximately 7,000 words in length, including the main text and any footnotes but not the bibliography. For authors whose native language is not English, it is preferable to have the manuscript checked by a native English speaker prior to submission.

- [2] English Synopsis (Do not include the author's name or acknowledgments anywhere in the file.)

Synopses must be 300 words or fewer in length. For authors whose native language is not English, it is preferable to have the synopsis checked by a native English speaker prior to submission.

- [3] Cover Letter

This should include the title of the manuscript, author's name, brief curriculum vitae, contact address, phone number, fax number, e-mail address and acknowledgments (if any).

- (4) Notes on Style

- [1] Place all notes at the end of the manuscript.

- [2] For other questions of style, follow a standard style manual such as *The MLA Handbook for Writers of Research Papers*.

- (5) If submitting by electronic mail, send the manuscript, synopsis and cover letter to [ehenshu@elsj.org](mailto:ehenshu@elsj.org), with "Manuscript for Submission" in the Subject line. The filename must be 8 one-byte characters or less in length and must consist of letters of the alphabet and/or numbers. After receiving the submission, the Secretary of the Society will send an acknowledgement of receipt by electronic mail. If such an acknowledgment is not received within 3 days, there is a possibility that the manuscript was not received, so please re-send it. Failure to do so could result in the manuscript not being considered for review.

- (6) If submitting by regular mail, save the manuscript, synopsis and cover letter as a Word file (.doc) or as a Rich Text Format file (.rtf) on a floppy disk or other storage medium, and send to the secretary of the society, 501 Kenkyusha Building, 9 Surugadai 2-chome, Kanda,

Chiyoda-ku, Tokyo, 101-0062, Japan. Please write "Manuscript Enclosed" on the envelope.

- (7) The decisions of whether to accept the manuscript and if so when to publish it will be made by the Editorial Board.
- (8) In principle, authors will receive two proofs and will be responsible for all corrections. Corrections are strictly limited to typographical and factual errors. In no case will amendments to content be accepted.
- (9) Contributors will receive 20 free off-prints.
- (10) The English Literary Society of Japan reserves the right to make published papers available in electronic form.