

Checklist for Manuscript Submission for Journal of Rural Planning

Review Committee

Note: Please send this list with your answers together with your manuscript at the time of submission.

Name of lead author: \_\_\_\_\_

1. Have you read "Submission Guidelines" very carefully?  
 Yes or  No
2. Have your co-authors confirmed the manuscript before submission?  
 Yes or  No or  no co-author
3. Have you included your co-authors e-mail addresses at CC when you submit your manuscript?  
 Yes or  No
4. Have you checked the "Manuscript Sample" carefully, and used Template to prepare your manuscript?  
 Yes or  No
5. Have you prepared your manuscript with font of Times New Roman as instructed in the Manuscript Sample?  
 Yes or  No
6. Do figures and tables of your manuscript comply with requirements instructed in the Manuscript Sample? For example, is there one-line space kept between main text and tables and figures? Also, the font size of tables and figures is kept more than 7pt?  
 Yes or  No
7. Have you prepared references as specified in the Manuscript Sample?  
 Yes or  No
8. If you wish color-printing at the time of publication after review and acceptance, the cost of color printing is charged to the author. If you wish your manuscript to be printed black-and-white (grayscale) without charge, you are requested to prepare your manuscript (including figures, tables, and pictures) in grayscale at the time of submission. Have you confirmed this point?  
 Yes or  No
9. Are you submitting your manuscript to: arp\_submission [at] ruralplanning.jp?  
 Yes or  No