

CSRDA Discussion Paper Series Submission Guidelines

The CSRDA Discussion Paper Series (hereinafter, “DP”) are issued by the Center for Social Research and Data Archives (CSRDA), Institute of Social Science, The University of Tokyo, compiling the results of numerous empirical research studies based on the topic of SDGs for the promotion of empirical social science research. The DP is intended to serve as a place to publish papers efficiently before being published in an academic journal, and aimed at dissemination of research results that include data from the Social Science Japan Data Archive (SSJDA) in Japan, as well as data from overseas archives, primary data, operational data, aggregate data and administrative data.

The content of the DP is the sole responsibility of the author of the manuscript. The Center for Social Research and Data Archives (CSRDA) may provide assistance to the author but is not responsible for the content of the manuscript.

1. Submission Eligibility

Anyone engaged in empirical social science research or research in the areas related to SDGs is eligible to contribute to the DP.

2. Target Fields

All social sciences and related fields (e.g., anthropology, economics, history, law, politics, sociology, public health, social engineering, environmental studies, etc.) are covered in the DP. We welcome the submission of papers that have used data provided by Japanese and/or overseas data archives.

3. Submission Conditions

Papers are expected to have original content and should not have been previously published. However, working papers and discussion papers are considered work-in-progress. Even if a paper has been previously published such as working papers or discussion papers, if it is a paper which has not undergone full-text review content, it could be submitted.

4. Language

English

5. Submission Deadline

Submissions are accepted throughout the year.

6. Copyright

The copyright of the manuscript submitted to the DP lies with the author, and the author is allowed to submit these papers to other academic journals. However, please follow the rules of the journals to which the papers will be submitted.

7. Preparing Manuscript

- Prepare your manuscript in either a TEX or a Word file format.
- The format of your manuscript can follow any layout, but be sure to include (1) the title page (i.e., author's name, affiliation, contact information, abstract and keywords), (2) an introduction, (3) an explanation of the data, (4) the data analysis method, (5) the analysis results, and (6) a summary.
- We will provide the cover page for the manuscript.

8. Submitting Manuscript

- Please submit an electronic version of your manuscript as an email attachment to seminarcsrda@iss.u-tokyo.ac.jp.
- When submitting your manuscript, please contact us with the following information.
 - (1) If you wish to have your manuscript reviewed to ensure correct English-language usage, please let us know. We will ask an editing company to review your manuscript's English and cover the cost of English editing service.
 - (2) The survey title used in the paper (e.g. *Japanese Life Course Panel Survey of the Middle-aged (JLPS-M), wave1-11, 2007-2017*).
 - (3) Metadata URL of the data used in the paper (e.g. <https://ssjda.iss.u-tokyo.ac.jp/Direct/gaiyo.php?eid=PM110&lang=eng>). If the survey data is not publicly available, please let us know.
 - (4) Please select a maximum of three (3) SDGs* from the 17 detailed goals below that best correspond to your paper.

* "SDGs" is an abbreviation of "sustainable development goals" and stipulates 17 goals to be accomplished by 2030.



Source: The United Nations Information Centre

9. Publishing Manuscript

The submitted manuscript will be checked by the editors to make sure the format and the content are adequate.

10. Editing DP

In the event that changes need to be made to an already-published Discussion Paper, please submit the updated manuscript (electronic file) to the office.

11. Contact Information

Submit manuscript to CSRDA Discussion Paper Series Editorial Office

Email: seminarcsrda@iss.u-tokyo.ac.jp