


## RE: Updates - Japan and Sport Handbook chapter edits and change in event details (March 15th)

Verity Anne Postlethwaite <vp11@soas.ac.uk>

Tue 3/21/2023 1:37 PM

To: Yunuen Ysela Mandujano Salazar <yunuen.mandujano@uacj.mx>

Cc: Helen Macnaughtan <hm39@soas.ac.uk>

 1 attachments (831 KB)

Mandujano-Salazar\_MG230318.docx;

Dear Yunuen,

We hope this email finds you well and all your travels last week were a success.

Further to our conversations last week, please find attached your reviewed chapter. When making changes, please note the following requests from the publishers:

- **Track changes:** Make sure track changes is turned **on** before working on the document.
- **Respond to queries:** Please look at the edits to see if you agree and also respond to any questions from the editors in the comments.
- **Make any updates:** Make any other changes that you feel necessary to your manuscript.
- **Indexing:** Please send through on email any relevant terms/names/concepts from your chapters to assist us in preparing the index for our volume. We will insert the page numbers at the proof stage.
- **Abstracts/introductions:** Please review and refine abstracts for chapters to 150 words and do not repeat content from your abstract in the introduction.
- **Cross-referencing chapters:** Based on the contributor meet-up (recording here: <https://youtu.be/H6nejTDAU6I>) and the Table of Contents, please look out for opportunities to cross-reference other chapters in our volume, such as (see chapter XX for a deeper look into . . . etc., etc).

One further request from the publishers is around your image as there has been discussions about image quality/clarity, would it be possible for you to send the image you've included in the chapter as the two separate photos you've taken? If not, we can discuss further with the publishers.

To keep things on schedule, please return your chapter by **Monday 24<sup>th</sup> April** at the very latest. Once the chapters are returned to the editors the volume will be sent to two reviewers who will return the manuscript within 6 weeks.

Do let us know if you have any questions, and many thanks in advance.

Best wishes,

Verity and Helen

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**From:** Verity Anne Postlethwaite

**Sent:** 14 March 2023 15:40

**Cc:** Helen Macnaughtan <hm39@soas.ac.uk>; emily.barrass.chapman <emily.barrass.chapman@gmail.com>

**Subject:** RE: Updates - Japan and Sport Handbook chapter edits and change in event details (March 15th)

Greetings (again) everyone,

We hope all is still well since our group email last week and thank you for everyone's responses.

Tomorrow we will meet via Zoom (details below) and any technical issues on the day then please email Verity directly. We will meet at noon (GMT) for up to 2 hours. For those who can't make it, we will record and send the link round after the event.

We had hoped to have returned everyone's chapter by yesterday, however, the publisher has not returned 5 or so chapters with their comments. Therefore, please see below for a brief agenda of tomorrow's session and in due course we will return chapters individually.

1. Give an update on the progress of the Handbook and its aims;
2. Run through (via a prepared powerpoint) the chapters. Contributors do not need to send anything through, but please be prepared to give a couple of minutes on your research and your chapter;
3. Discuss and think about cross-cutting themes and opportunities to cross-reference / link to each other's chapters (please see below for the updated Table of Contents);
4. Discuss proofing guidance and next steps.

We look forward to welcoming you all virtually.

See you tomorrow,

Verity and Helen

#### **ZOOM DETAILS:**

Verity Postlethwaite is inviting you to a scheduled Zoom meeting.

Topic: Japan and Sport PM session - 15th March

Time: Mar 15, 2023 12:00 PM London

Join Zoom Meeting

<https://soas-ac-uk.zoom.us/j/94035803189?pwd=TGVqdVdZRmw0OEElNnJnaXdJajV5Zz09>

Meeting ID: 940 3580 3189

Passcode: BLaW9dzcey

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**From:** Verity Anne Postlethwaite

**Sent:** 09 March 2023 10:37

**Cc:** Helen Macnaughtan <[hm39@soas.ac.uk](mailto:hm39@soas.ac.uk)>; emily.barrass.chapman <[emily.barrass.chapman@gmail.com](mailto:emily.barrass.chapman@gmail.com)>

**Subject:** Updates - Japan and Sport Handbook chapter edits and change in event details (March 15th)

Greetings everyone,

I hope this finds you all well.

Firstly, apologies for multiple email threads! We will continue to correspond with you all individually about chapter edits and Handbook administration. Thank you for the continued patience and time.

Secondly, a short 'catch-all' email to clarify changes to proceedings on Wednesday 15<sup>th</sup> March – as previous emails suggest, the UK has been hit by an Arctic snap, national worker strikes, and we made a call late last week to move the evening public event to Tuesday 16<sup>th</sup> May - <https://www.soas.ac.uk/about/event/crossing-finish-line-our-final-japan-and-sport-symposium>. Further updates on this event will be confirmed in due course.

We have decided to go ahead with afternoon private event on Wednesday 15<sup>th</sup> March and the entire event will now take place on Zoom (details at the end of the email). The Zoom will start earlier than originally planned 12noon GMT in order to better cater to the Northern and Southern hemisphere time zones. The event will run for 2 hours and we will record it for those who are unable to attend. The purpose of the 2 hours will be to meet up

and discuss the Handbook, remaining tasks, thoughts on some of the general themes and any questions people might have.

We will be back in contact by Monday 13<sup>th</sup> March with a brief event agenda and updates on your chapter edits etc.

For now, please make note of all the changes! And let us know if you have any further logistical questions.

Best wishes and hopefully see you all virtually next week,

Verity and Helen

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**Dr Verity Postlethwaite**

Research Associate

Japan Research Centre

SOAS University of London

[“Crossing the Finish Line: Our Final Japan and Sport Symposium” in May on-campus and online, sign up here.](#)

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