

Author Guidelines (DRJ)

Instruction to Authors

Aims and Scope: Dental Research Journal (DRJ) is the official scientific bimonthly publication of Torabinejad Dental Research Center. The aim of this journal is to keep its readers informed of research, clinical developments, clinical opinions and treatments as well as other key issues of relevance to dentistry. Dental Research Journal, a scientific and research Journal, seeks to publish Original Article, Review Article, Systematic Review, Case Report, and Letters to the Editor in the fields of dentistry and related topics. Manuscript must be original without fabrication, plagiarism, or fraud. It should not have been previously published, and is not being considered for publication elsewhere. The manuscript should have been read and approved by all authors.

Manuscript Submission

All manuscripts must be submitted electronically through Website: <http://www.journalonweb.com/drj>

To submit online please follow on screen instructions and steps to upload different part of your article at the website. If the references have been prepared using Reference Manager software or similar programs, please ensure to remove the reference manager links from the file before submission. Otherwise these references may not be visible under certain platforms. All tables must be present in the main submission file and they may not embedded as graphics. All figures, pictures, graphics or images must be submitted as supplementary files in a format of JPEG, GIF or TIFF which will produce high quality images in the online edition of the journal. Manuscript must be accompanied by a cover-ing let-ter to the Editor-in-Chief, including title and au-thor(s) name and undertaking that it has not been pub-lished or submitted elsewhere.

Manuscript Preparation

Manuscripts must be prepared in accordance with ";Uniform requirements for Manuscripts submitted to Biomedical Journal"; developed by International Committee of Medical Journal Editors (<http://www.icmje.com>). Authors are advised to write in clear and simple English. Manuscripts must be prepared in two Microsoft Word document file format (*.doc). and a 12 point font:

1- Title page and cover letter file

2- Main file including the Abstract page with Keywords, Text (Introduction, Materials and Methodes, Results, Discussion, Conclusion), Acknowledgements,References, Tables, and Figure legends.

Please do not use sophisticated formatting and page styles, as these lead to some problem in file processing. It should be typed in A4 size (212 × 297 mm) paper, with margins of 25 mm (1 inch) from all the four sides. Use 1.5 spacing throughout. Number pages consecutively, beginning with the title page. Each of the following sections of manuscript should start on a separate page: Title page, Abstract, Text, Acknowledgements, References, Tables, and Figures legends. Indent the first line of each paragraph. Abbreviation, symbols and acronyms must be given in full when first mentioned. Use only standard abbre-viations. Avoid using them in the title and ab-stract. Avoid footnotes in the text.

1. Title page: The title page should contain the following information in the order given: 1) full title of manuscript. 2) Authors' full names. 3) Authors' scientific degree, institutional affiliations including city and country. 4) The name and address of the author responsible for correspondence about the manuscript [including email address and telephone]. 5) The name and address of the author to whom requests for off prints should be sent. 6) Short title that is 45 characters or less as a running title.

Author Guidelines (DRJ)

2. Abstract page: The abstract should be limited to **250 words**. Do not use abbreviation, footnotes, references and authors' names. The abstract page should contain the following: 1) Title of manuscript. 2) A summary of manuscript that is structural for Original Research Article [Background, Materials and Methods, Results, Conclusion].

3) Three to five keywords. Keywords should be placed alphabetical order and adjusted to Medical Subject Headings used in Index Medicus (<http://www.nlm.nih.gov/mesh/MBrowser.html>)

3. Text Pages: Organize the manuscript into following four main headings:

* **Introduction:** This should summarize the purpose and the rationale for the study. It should neither review the subject extensively nor should it have data or conclusions of the study.

* **Materials and Methods:** This should include exact method or observation or experiment. If an apparatus is used, its manufacturer's name and address should be given in parenthesis. If the method is established, give reference but if the method is new, give enough information so that another author is able to perform it. If a drug is used, its generic name, dose and route of administration must be given. For patients, age, sex with mean age \pm standard deviation must be given. Statistical method must be mentioned and specify any general computer program used. The Info system used should be clearly mentioned.

* **Results:** It must be presented in the form of text, tables and illustrations. The contents of the tables should not be all repeated in the text. Instead, a reference to the table number may be given. Long articles may need sub-headings within some sections (especially the Results and Discussion parts) to clarify their contents.

* **Discussion:** This should emphasize the present findings and the variations or similarities with other work done in the field by other workers. The detailed data should not be repeated in the discussion again. Emphasize the new and important aspects of the study and the conclusions that follow from them. It must be mentioned whether the hypothesis mentioned in the article is true, false or no conclusions can be derived.

* **Conclusion**

4. **Acknowledgements:** All contributors who do not meet the criteria for authorship should be covered in the acknowledgement section. It should include persons who provided technical help, writing assistance and departmental head who only provided general support. Financial and material support should also be acknowledged.

5. References: All submitted manuscripts should be in the style of Vancouver Reference System. These should be numbered sequentially as superscripts in order of their appearance in the text and listed in a separate section following the text, double-spaced. List all authors when six or fewer; when seven or more, list the first six and add ";et al";. All published materials, including brief communications and letters to the editor must be cited in the References section. Manuscripts accepted but not yet published can also be included in the references; designate the Journal followed by 'in press' (in parentheses). References to unpublished material, such as personal communications and unpublished data, must be placed within the text and not cited in the references section. Personal communication and unpublished data must include the individual's name, location, and month and year of communication as appropriate. Use Index Medicus abbreviations for Journals that are indexed; if a Journal is not indexed, use full name. A maximum of 40 references is allowed for original articles.

Author Guidelines (DRJ)

Journal: Motamedi MH, Hashemi HM, Shams MG, Nejad AN. Rehabilitation of war-injured patients with implants: analysis of 442 implants placed during a 6-year period. *J Oral Maxillofac Surg* 1999; 57(8):907-13.

Book: Torabinejad M, Walton RE. *Principles and Practice of Endodontics*. 3rd ed. Philadelphia: Saunders, 2002. p. 275-8.

Chapter From a Book: Berman LH, Hartwell GR. Diagnosis. in: Cohen S, Hargreaves KM. *Pathways of the pulp*. 9th ed. St Louis: Mosby Elsevier, 2006. p. 1-39.

E-Journal: Hasheminia SM, Shojai A. Assessment of canal configuration in maxillary first and second molars in the city of Isfahan, Iran. *Inter J Dental Anthropol* [Serial Online] 2005; 6:26-32. Available from: <http://ijda.syllabapress.com/abstractsijda6.shtml> [Cited December 10 2006].

Site Reference: Kuraray Co. Clearfil SE Bond, Technical information. Available at: <http://www.kuraraydental.com/downloads.php?type=technical> [Cited December 11 2006].

6. Tables: Tables should be presented on separate pages after the references, and numbered in the order in which they are cited in the text. Table headers should be fully descriptive of the contents. Tables should supplement, not duplicate, the text. Use only horizontal rules. Do not submit tables as photograph.

7. Figures: Each figure must be prepared and submitted as JPEG, GIF or TIFF with high resolution. Upon acceptance of the paper the authors must prepare and submit the figures in a high resolution format in accordance with the Pubmed Central preferred image file specification (<http://www.pubmedcentral.nih.gov/about/preferred.html>) For the details of image file specifications please refer to the Pubmed Central documents (http://www.pubmedcentral.nih.gov/about/image_quality_table.html). Failure to submit the required image format in time may cause delay in the publication of the accepted papers. Keep wording on figures to a minimum, with explanations written in the figure legends. Legends for figures should be placed at the end of the main submission file. Figure legends should not be part of the figure proper. Line drawings and graphs should be professionally drawn and lettered; freehand or typewritten lettering is unacceptable.

Manuscript Preparation for Other Types of Articles

Review Article: Accurately record the sequence of development of a particular phase of dentistry. It should be brief but complete and provide documentation by references. Review articles include a nonstructural abstract. The text is limited to 3000 words, with a maximum of 6 tables and figures and **up to 100 references**.

Case Report: Case report is a detailed report of the diagnosis, treatment, and follow-up of an individual patient and contains: 1) unique cases that may represent a previously un described condition; 2) unexpected and important association of two or more diseases; 3) adverse or unexpected treatment response; or 4) any other clinical observation based upon well-documented cases that provide important new information. Organize the manuscript into the following main headings: 1) a nonstructural abstract and keywords; 2) text [introduction, case report, discussion]; 3) References: **up to 20 references**; 4) Figures.

Letter to the Editor: Letters of opinion about articles, short reports of clinical interest and other current topics are accepted for consideration for publication. These should not **exceed 800 words** and one table and/or figure. These should list no more than ten references. Letters should be typewritten with double spacing throughout, including references. The editor reserves the right to edit such letters and to use his discretion in their selection for publication.

Author Guidelines (DRJ)

Ethical guidelines: Ethical considerations must be addressed in the Materials and Methods section. 1) In the case of clinical trials state that informed consent was obtained from all human adult participants and from the parents or legal guardians of minors. Include the name of the appropriate institutional review board that approved the project. 2) When reporting experiments on human subjects, authors should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national) and with the last update of Helsinki Declaration (<http://www.icmje.com>). If doubt exists whether the research was conducted in accordance with the Helsinki Declaration, the authors must explain the rationale for their approach, and demonstrate that the institutional review body explicitly approved the doubtful aspects of the study. 3) Indicate in the text that the maintenance and care of experimental animals complies with National Institutes of Health guidelines for the humane use of laboratory animals, or those of your Institute or agency.

Conflicts of Interest: Authors must acknowledge and declare any sources of funding and potential conflicting interest, such as receiving funds or fees by, or holding stocks and shares in, an organization that may profit or lose through publication of your paper. Declaring a competing interest will not lead to automatic rejection of the paper, but we would like to be made aware of it.

Proof Reading: A computer printout is sent to the corresponding author for proof reading before publication in order to avoid any mistakes. Corrections should be marked clearly and sent immediately to the Journal office.

Peer review process: All manuscripts are considered to be confidential. They are peer-reviewed by at least 2 anonymous reviewers selected by the Editorial Board. The corresponding author is notified as soon as possible of the editor decision to accept, reject, or require modifications. If the manuscript is completely acceptable according to the criteria set forth in these instructions, it is scheduled for the next available issue.

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The Final Checklist

The authors must ensure that before submitting the manuscript for publication, they have taken care of the following:

1. Title page should contain title, short title, name of the author/co-authors, their qualifications, designation & institutions they are affiliated with and mailing address for future correspondence, E-mail address, Phone & Fax number.
2. Abstract in structured format up to 250 words.
3. References mentioned as stated in the Instruction to Authors section.
4. Tables should be typed on separate pages.
6. Make sure for Headings of Tables, their numbers and Captions of illustrations. Don't repeat the information in tables if it is covered in the text.

Author Guidelines (DRJ)

7. Photographs illustrations with high resolution and along with their captions.
8. Letter of Undertaking signed by all the authors.
9. Disclosure regarding source of funding and conflict of interest if any besides approval of the study from respective Ethics Committee/Institution Review Board.
10. Covering Letter

Submission Preparation Checklist

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).

The submission file is in OpenOffice, Microsoft Word, RTF, or WordPerfect document file format.

Where available, URLs for the references have been provided.

The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.

If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.

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