



GUIDELINES FOR AUTHORS

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Contact Us in their profile, citing the manuscript reference number, and wait for their response. Meanwhile, the manuscript must not be submitted for publication elsewhere.

If your question is not addressed on these pages then you may contact the Pacific Journal of Dentistry's editorial office

The Editors invite contributions to the following sections of the Journal:

- Short Communications
- Letter to editor
- Review articles
- Original Research articles
- Case Reports

Review articles: These provide an in-depth review of a specific topic by systemic critical assessments of literature and data sources. Appropriate use of tables and figures is encouraged.

Original articles: These scientific reports give results of original research. These should have a structured abstract and should follow the IMRAD (Introduction, Methods, Results and Discussion) format. Randomised controlled trials, intervention studies, studies of screening and diagnostic test, outcome studies, case-control series, and surveys with high response rate.

Short Communications: These are brief reports on original research. A short report may include up to 3 tables or figures and 15 to 20 references.

Case Reports: Previously undocumented disease process, a unique unreported manifestation or treatment of a known disease condition will be given priority.

Authorship Criteria:

Authorship credit should be based only on substantial contributions to each of the three components mentioned below:

1. Concept and design of study or acquisition of data or analysis and interpretation of data;
2. Drafting the article or revising it critically for important intellectual content; and
3. Final approval of the version to be published.

Covering letter:

Each manuscript should be accompanied by a covering letter which includes statements concerning authorship and informed consent (see above); confirms that the contents of the manuscript have not been published or are not being submitted for publication elsewhere, and by a disclosure of financial interests or other dual commitments that represent potential conflicts of interest for any of the authors.

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.

Submission of Manuscripts:

The submitted manuscripts that are not as per the “Instructions to Authors” would be returned to the authors for technical correction, before they

undergo editorial/ peer-review. Generally, the manuscript should be submitted in the form of two separate files:

1) Title Page/ First Page:

This file should provide

- a) The type of manuscript (original article, case report, review article, Letter to editor) title of the manuscript, running title, names of all authors/ contributors and name(s) of department(s) and/ or institution(s) to which the work should be credited. All information which can reveal your identity should be here.
- b) The name, address, e-mail, and telephone number of the corresponding author, who is responsible for communicating with the other authors about revisions and final approval of the proofs, if that information is not included on the manuscript itself.
- c) Acknowledgement, if any.
- d) Registration number in case of a clinical trial and where it is registered (name of the registry and its URL)
- e) Conflicts of Interest of each author/ contributor. A statement of financial or other relationships that might lead to a conflict of interest, if that information is not included in the manuscript itself or in an authors' form

2) Blinded Article file:

The main text of the article, beginning from Abstract till References (including tables) should be in this file. The file must not contain any mention of the authors' names or initials or the institution at which the study was done or acknowledgements. Manuscripts not in compliance with the Journal's blinding policy will be returned to the corresponding author.

- **Abstract (Mention this heading with font in bold, sentence case):**
Structured format (Background, Aim and Objectives, Material and Methods, Results, Conclusion) is required for original articles and unstructured abstract for review and case reports (not more than 250 words).
- **Keywords (Mention this heading with font in bold, sentence case):**
Mention 3 to 6 keywords
- **Introduction (Mention this heading with font in bold, sentence case):**
Mention introduction of study.
- **Materials and methods (Mention this heading with font in bold, sentence case):** Mention materials and methods of study.
- **Results (Mention this heading with font in bold, sentence case):** Mention results of study.
- **Discussion (Mention this heading with font in bold, sentence case):**
Mention discussion of study.
- **Conclusion (Mention this heading with font in bold, sentence case):**
Mention conclusion of study.

POINTS TO CONSIDER:

1. Any subheadings in introduction, materials and methods, results, discussion and conclusion should be in bold and italics without any colon and semicolon.
2. Figure titles/ captions must be mentioned at the bottom of figures in bold font. Ex: Figure 1, Table 1
3. Font should be Times new roman and font size 12 everywhere with line spacing double.
4. Figure titles/ captions must be mentioned at the bottom of figures in bold font. Ex: **Figure 1, Table 1.**
5. Font should be Times new roman and font size 12 everywhere with line spacing double.

- **Tables:** Tables should be presented on separate pages before the references, and numbered in the order in which they are cited in the text. Do not submit tables as photograph. These should be typed in double space, each table on a separate page with the table number (in Arabic numerals) and title above the table, and explanatory notes below the table.
- **Figures:** Figures should be presented after the tables, and numbered in the order in which they are cited in the text. Title/caption for figure should be mentioned at the bottom of each figure.
- **Review Articles:** 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 non-structural abstract.
- **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 non-structural 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.

- **Ethical guidelines:** Ethical considerations must be addressed in the Materials and Methods section.

- **References (Mention this heading with font in bold, sentence case)**

The list of references should be typed in double spacing and in numerical order in which they are cited in text. In text citation of reference should be done in superscript number after punctuation mark. Ex: Oral myiasis is a relatively rare condition that refers to invasion of tissues of oral cavity by fly larvae.¹ The term myiasis (Greek: myia-fly, iasis-disease) was coined by Hope in 1940² and it was described by Laurence in 1909.³

- The titles of journals should be abbreviated according to the style used in Index Medicus.
 - Use complete name of the journal for non-indexed journals.
 - **Journal:** Singh HP, Shetty DC. A quantitative and qualitative comparative analysis of collagen fibers to determine the role of connective tissue stroma on biological behavior of odontogenic cysts: A histochemical study. Nat J MaxillofacSurg 2012;3(1):15-20.
 - **Book:** Torabinejad M, Walton RE. Principels and Practice of Endodontics. 3rd ed. Philadelphia: Saunders, 2002. p. 275-8.
 - **E-Journal:** Vega KJ, Pina I, Krevsky B. Heart transplantation is associated with an increased risk for pancreatobiliary disease. Ann Intern Med. In press.
 - **Webpage:** Medical Library Association. MLANET [Internet]. Chicago, IL: The Association; 1996 [rev. 1 Jan 2008; cited 24 Jan 2008]. Available from: <http://www.mlanet.org>
- **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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FINAL CHECKLIST AND MANUSCRIPT TEMPLATE

ARTICLE SHOULD INCLUDE FOLLOWING COMPONENTS:

- Covering letter by corresponding author addressing the editor in chief.
- The paper should be original and it contributes to science with a significant novelty. (Plagiarism should not be more than 20%)
- **Number of authors:** Maximum numbers of author that can be included are 6 in original research, case report and review article and maximum number of authors that can be included are 2 for Short communication, letter to the editor).
- Copyright form signed by all the authors.

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- **Type of manuscript:** Mention the type of manuscript here (Short communication, letter to the editor, Original research, case report, review article)
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 2. In text citation of tables, graphs and figures should be done in round brackets. Ex: (Figure), (Table), (Graph).
 3. No abbreviations should be used in citation of table, graph or figure. Ex: Fig. should not be mentioned, instead, Figure is to be mentioned.
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- **Conflicts of Interest:** Mention, if any otherwise mention nil.

- **Acknowledgement:** Mention, if any.