

AUTHOR INSTRUCTIONS*

Updated December 2011

CONTENT:

The Archives of Oral Sciences and Research publishes articles relevant to the science and practice of dentistry and related areas. Manuscripts are accepted for consideration with the understanding that text, figures, photographs, and tables have not appeared in any other publication, except as an abstract prepared and published in conjunction with a presentation by the author(s) at a scientific meeting, and that material has been submitted only to this journal.

MANUSCRIPT CATEGORIES AND SPECIFIC FORMATS:

Submissions to the Archives of Oral Sciences and Research should be limited to one of the categories defined below. Specific information regarding length and format is provided for each category. Please also refer to the instructions provided under Manuscript Submission, Preparation, and Format.

All manuscripts will be reviewed by the Editors for novelty, potential to extend knowledge, and relevance to clinicians and researchers in the field. Some manuscripts will be returned without review, based on the Editors' judgment of the appropriateness of the manuscript for the Archives of Oral Sciences and Research.

ORIGINAL ARTICLES

These are papers that report significant clinical or basic research on the pathogenesis, diagnosis, and treatment of the different forms of oral diseases.

Format

Original articles must be limited to 4,000 words (excluding the abstract, references, and figure legends). The reference list should not exceed 50 references, and the

combined number of figures and tables must be six or fewer. Multi-panel figures are acceptable.

Abstract

All original articles should be submitted with a structured abstract, consisting of no more than 250 words and the following four paragraphs:

- * Background: Describes the problem being addressed.
- * Methods: Describes how the study was performed.
- * Results: Describes the primary results.
- * Conclusions: Reports what authors have concluded from these results, and notes their clinical implications.

Introduction

The Introduction contains a concise review of the subject area and the rationale for the study. More detailed comparisons to previous work and conclusions of the study should appear in the Discussion section.

Materials and Methods

This section lists the methods used in the study in sufficient detail so that other investigators would be able to reproduce the research. When established methods are used, the author need only refer to previously published reports; however, the authors should provide brief descriptions of methods that are not well known or that have been modified. Identify all drugs and chemicals used, including both generic and, if necessary, proprietary names and doses. The populations for research involving humans should be clearly defined and enrollment dates provided.

Results

Results should be presented in a logical sequence with reference to tables, figures, and illustrations as appropriate.

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Discussion

New and possible important findings of the study should be emphasized, as well as any conclusions that can be drawn. The discussion should compare the present data to previous findings. Limitations of the experimental methods should be indicated, as should implications for future research. New hypotheses and clinical recommendations are appropriate and should be clearly identified. Recommendations, particularly clinical ones, may be included when appropriate.

STATE OF THE ART REVIEWS

These are focused reviews of basic and clinical science related to dentistry. These reviews should be concise and address an important and timely clinical question. Authors should discuss clinical relevance and the impact on future understanding and practice. The review should be based on a critical assessment of the literature and should use the format and methods of a “systematic review.” Detailed descriptions of the systematic review methodology are available on the Web site of the Berkeley Systematic Reviews Group (available at: www.medepi.net/meta/) and in the Cochrane Handbook for Systematic Reviews of Interventions.¹ There are many excellent published examples of systematic reviews, including “Periodontal Disease and Coronary Heart Disease Incidence: A Systematic Review and Meta-Analysis” by Humphrey et al.²

Authors of systematic reviews that include a meta-analysis should refer to the QUOROM statement.³ Authors of systematic reviews without metaanalysis should refer to the reviews edited by Cook et al.⁴ and Mulrow et al.⁵

1. Higgins JPT, Green S. Cochrane Handbook for Systematic Reviews of Interventions [serial on the Internet]. September 2008; version 5.0.1. Available at: www.cochrane-handbook.org.

2. Humphrey L, Fu R, Buckley D, Freeman M, Helfand M. Periodontal disease and

coronary heart disease incidence: A systematic review and meta-analysis. *J Gen Intern Med* 2008;23:2079-2086.

3. Moher D, Cook D, Eastwood S, Olkin I, Rennie D, Stroup D. Improving the quality of reports of meta-analyses of randomized controlled trials: The QUOROM statement. *Lancet* 1999;354:1896-1900.

4. Cook D, Mulrow C, Haynes R. Systematic reviews: Synthesis of best evidence for clinical decisions. *Ann Intern Med* 1997;126:376-380.

5. Mulrow C, Langhorne P, Grimshaw J. Integrating heterogeneous pieces of evidence in systematic reviews. *Ann Intern Med* 1997;127:989-995.

Format

The abstract should summarize the main conclusions of the review in 350 words or less. Systematic review articles should define a clear and clinically relevant research question; retrieve and describe the limitations of previously published reviews on this topic; and justify the need for a systematic review. The review should then define the search strategy used to identify primary articles; describe the methods used to select primary studies; specify inclusion and exclusion criteria (criteria for selecting primary studies should be based on population studied, intervention or exposure, study outcomes, and study methodology); perform a blinded assessment of the quality of the selected articles; describe the reliability of this process in terms of agreement between two evaluators; account for all studies identified by the search and justify exclusions; state their conclusions; compare their conclusions to the literature and current standard of care; outline the limitations of the review; and suggest areas for future research. Papers should be balanced, literature-based reviews that are concise (2,000 to 3,000 words) with about 100 key references. Tables and figures should be limited to those essential to convey the results of the review, and the total combined number of tables and figures

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should not exceed six. Since critical reviews require selection of reports and interpretation of data, authors should disclose financial interest in the companies making products or providing services described in the review.

COMMENTARY

The purpose of these papers is to provide a forum for discussion of controversies and other issues as they relate to the practice of dentistry. Full and balanced discussion of controversies on important issues is encouraged. This may result in several authors each presenting a relevant viewpoint. Commentary articles should be concise (2,000 to 3,000 words); however, they should be complete and balanced, which may require that the issue or controversy addressed be highly focused. Appropriate references should be cited.

Format

Introduction

This section should clearly state the clinical question or issues to be discussed and document their importance and timeliness.

Body

The body should present the information supporting all aspects of the issues. This portion of the Commentary may be subdivided as appropriate with headings. Figures, tables, and other illustrative materials may be incorporated.

Summary

The summary should place the issue in perspective and point a way for future directions in addressing the controversy.

Acknowledgments

Since these papers allow authors to express their opinions on a subject, it is extremely important that authors disclose any and all affiliations, financial position, or any other

information that constitutes a real or perceived conflict of interest.

CASE REPORTS AND CASE SERIES

The Archives of Oral Sciences and Research publishes selected case reports and case series that describe unusual case presentations, complex diagnoses, and novel approaches to treatment within the scope of practice of dentistry. These case reports provide valuable information for clinicians and teachers in the field. The requirements for patient consent, privacy, and institutional approval are well defined for manuscripts describing research on human subjects. These basic requirements are described by the International Committee of Medical Journal Editors (ICMJE) in their Uniform Requirements for Manuscripts Submitted to Biomedical Journals available at: www.icmje.org and are interpreted in the instructions to authors of all peer-reviewed biomedical journals, including the Archives of Oral Sciences and Research. Due to the changing ethical and legal environment around the use of patient information, the editorial team has received multiple questions about the need for subject consent from patients described in case reports submitted for publication. The following applies to most case reports and case series. It should be noted that the editors will determine whether specific case reports and case series require additional approvals beyond what is described below.

Privacy in Case Reports

No patient identifiers should be included in case reports or case series. If the authors choose to include any subject identifiers, the authors must include the patient's informed consent to publish the information. Our policy conforms to the Uniform Requirements, which states: "Patients have a right to privacy that should not be infringed without informed consent. Identifying information should not be published in written descriptions,

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photographs, and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that the patient be shown the manuscript to be published.” It should be noted that patients may have given a signed “consent to treat,” but that does not constitute permission to publish their case with personal identifiers unless they have explicitly approved the manuscript. Further information about the preparation of case reports and case series is provided below.

Requirement for Ethics Board Approval

Most case reports and case series are a retrospective description of clinical findings in a case or an observed course of events that document a new aspect of patient management during the normal course of clinical treatment. Since there is no hypothesis testing, no systematic data collection beyond that which is part of routine clinical practice, no data analysis, and the work has already been done, case reports and case series do not usually qualify as “research” requiring approval from ethical boards designed to protect humans involved in clinical research.

(U.S. Fed. definition: “RESEARCH is any systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge.”)

Example 1: Series of private practice implant cases in patients who have been taking bisphosphonates. Authors describe the findings in each case, which are collected and reported in a table format.

Example 2: Authors collect series of private practice implant cases in patients who have or have

not been taking bisphosphonates. The sample size is sufficient for data analysis, and authors analyze and report the incidence of complications.

Example 1 does not qualify as “research,” but example 2 does qualify and requires ethical approval.

Privacy in Case Reports

No patient identifiers should be included in case reports or case series. If the authors choose to include any subject identifiers, the authors must include the patient’s informed consent to publish the information.

Our policy conforms to the Uniform Requirements, which states: “Patients have a right to privacy that should not be infringed without informed consent. Identifying information should not be published in written descriptions, photographs, and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that the patient be shown the manuscript to be published.”

It should be noted that patients may have given a signed “consent to treat,” but that does not constitute permission to publish their case with personal identifiers unless they have explicitly approved the manuscript. Further information about the preparation of case reports and case series is provided below.

Case Reports

These manuscripts emphasize clinical dentistry. Case reports should describe: 1) unique cases that may represent a previously undescribed condition; 2) unexpected 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.

Case Series

These papers report a sufficient number of consecutive or randomized cases to make a persuasive argument for or against the procedure, technique, or concept under discussion. Cases should be relatively

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homogeneous so that a systematic evaluation of one type of disease, lesion, or condition is made for the procedure under consideration. Also, treatment and documentation should be consistent and standardized for all cases. It is recognized that definitive evidence for the safety and efficacy of any procedure, drug, or device comes primarily from well-designed, randomized, controlled trials. However, well-executed case series may lead to hypotheses about the usefulness of new and innovative procedures, drugs, or devices and may therefore be of value to the progress of clinical science.

Format

Abstract

Case Reports and Case Series should be submitted with a structured abstract, consisting of no more than 250 words and the following four paragraphs:

- * Background: Describes the clinical situation being discussed.
- * Methods: Describes the clinical procedures (surgical and non-surgical) performed.
- * Results: Describes the clinical results.
- * Conclusions: Reports what authors have concluded, specifically clinical implications in practice situations.

Introduction

This section should include a critical review of the pertinent literature.

Case Description and Results

This section describes the case or cases, including all relevant data. For ease of presentation, tables describing longitudinal data in a chronological form may be useful. Carefully selected, high-quality clinical photographs in full color, as well as radiographs, are encouraged.

Discussion

This should include findings, put into perspective with respect to the field and

literature. Unique arguments and new information gained should be summarized. Consideration of the clinical significance of the case(s) should be emphasized in all sections.

GUEST EDITORIALS

Guest Editorials may be invited or may be submitted from authorities in certain areas as a means of offering their perspective on one or more articles published in the Journal, or on other items of interest to the readership.

LETTERS TO THE EDITOR

Letters may comment on articles published in the Journal and should offer constructive criticism. If a letter comments on a published article, the author(s) will be provided 60 days to respond to the observations. Letters to the Editor may also address any aspect of the profession, including education and training, new modes of practice, and concepts of disease and its management. Letters should be brief, focused on one or a few specific points or concerns, and can be signed by no more than five individuals. Citations should be handled as standard references.

MANUSCRIPT SUBMISSION, PREPARATION, AND FORMAT

The Archives of Oral Sciences and Research accepts manuscript sent online at the www.aosr.co.in. Authors should prepare manuscripts in accordance with both the instructions below and the preceding instructions provided for each manuscript category.

Inquiries regarding current submissions should be sent to: Editor-in-Chief, Archives of Oral Sciences and Research, Government Dental College and Research Institute, Bangalore-560002, India. e-mail: editor.aosr@gmail.com

SUBMISSION

Authorship

Individuals identified as authors must meet the following criteria established by the International Committee of Medical Journal Editors: 1) substantial contributions to conception and design, 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. Once the Journal has received a manuscript, any changes in authorship must be mailed to the editorial office (aosr.gdcric@gmail.com) and must contain the signature of the author who has been added or removed from the paper. Authors who are added must submit a conflict of interest and financial disclosure form (described under “Acknowledgments and Conflicts of Interest”).

Conflict of Interest and Financial Disclosure Forms

A conflict of interest and financial disclosure form must be submitted for each author. A template form can be found on in the upper right-hand corner under “Instructions & Forms.” More information on conflicts of interest can be found under “Conflicts of Interest” below.

PREPARATION

Style

Please follow the guidelines below when preparing the manuscript:

* Be sure to put the genus and species of an organism and journal names in the reference section in italics.

* The Archives of Oral Sciences and Research does not italicize common Latin terms such as *in vitro*, *in vivo*,

* Use a block style; do not tabulate or indent material.

Format

Manuscripts must be submitted in Microsoft Word. Margins should be at least 1” on both sides and top and bottom. Materials should appear in the following order:

Title Page

Abstract (or Introduction) and Key Words

Text

Footnotes

Acknowledgments

References

Figure Legends

Tables

Figures should not be embedded in the manuscript.

Authors should retain a copy of their manuscript for their own records.

Title Page

The Title Page should contain: 1) a concise but informative title; 2) first name, middle initial, and last name of each author, with the highest academic degree and the current institutional affiliation for each; 3) name of the department(s) and institution(s) to which the work should be attributed (please use footnote symbols [in the sequence *, †, ‡, §, ||, ¶, #, **, etc.] to identify authors and their corresponding institutions); 4) disclaimers, if any; 5) the name and address (including fax number and e-mail) of the author(s) responsible for correspondence (please indicate whether fax number and e-mail can be published); 6) sources of support in the form of grants, equipment, drugs, or other significant sources of support; 7) any financial relationships between any author and a commercial firm that may pose a conflict of interest; 8) word count and number of figures and tables in the manuscript; 9) a short running title of no more than 60 characters, including spaces; and 10) a one-sentence summary describing the key finding(s) from the study.

ABSTRACT OR INTRODUCTION

Please see specific instructions provided for each manuscript category.

KEY WORDS

A maximum of six key words or short phrases, drawn from MeSH documentation, to facilitate indexing should be listed below the abstract.

TEXT

Please see specific instructions provided for each manuscript category.

ACKNOWLEDGMENTS AND CONFLICTS OF INTEREST

Acknowledgments

At the end of the Discussion, acknowledgments may be made to individuals who contributed to the research or the manuscript preparation at a level that did not qualify for authorship. This may include technical help or participation in a clinical study. Authors are responsible for obtaining written permission from persons listed by name. Acknowledgments must also include a statement that includes the source of any funding for the study, and defines the commercial relationships of each author.

Conflicts of Interest

In the interest of transparency and to allow readers to form their own assessment of potential biases that may have influenced the results of research studies, the Archives of Oral Sciences and Research now requires that all authors declare potential competing interests relating to papers accepted for publication. Conflicts of interest are defined as those influences that may potentially undermine the objectivity or integrity of the research, or create a perceived conflict of interest.

Authors are required to submit:

1) A statement in the manuscript, following Acknowledgments, that includes the source of any funding for the study, and defines the commercial relationships of each author. If an author has no commercial relationships to declare, a statement to that effect should be included. This statement should include financial relationships that may pose a conflict of interest or potential conflict of interest. These may include financial support for research (salaries, equipment, supplies, travel reimbursement); employment or anticipated employment by any organization that may gain or lose financially through publication of the paper; and personal financial interests such as shares in or

ownership of companies affected by publication of the research, patents or patent applications whose value may be affected by this publication, and consulting fees or royalties from organizations which may profit or lose as a result of publication. An example is shown below.

2) A conflict of interest and financial disclosure form should be completed by each author and provided to the corresponding author. The corresponding author is responsible for submitting these forms from each author when the manuscript is submitted.

Example of Conflict of Interest Statement:

This study was supported by a grant from the Acme Implant Corporation, Seoul, Korea. Drs. Able, Kim and Bruce report no financial relationships related to any products involved in this study. Dr. Lee is on the scientific advisory board for Acme Implant Corporation and gives lectures sponsored by the company. Dr. Smith is a consultant and shareholder of the Brownstone Implant Corporation, Boston, MA. Dr. Wang is employed full-time as chief technical officer of the Acme Implant Corporation.

REFERENCES

References should be numbered consecutively in the order in which they appear in the text. A journal, magazine, or newspaper article should be given only one number; a book should be given a different number each time it is mentioned, if different page numbers are cited. All references are identified, whether they appear in the text, tables, or legends, by Arabic numbers in superscript. Journal title abbreviations should be those used by the U.S. National Library of Medicine. If you are uncertain about the correct abbreviation for a journal title, please refer to the NLM's comprehensive listing at <ftp://nlmpubs.nlm.nih.gov/online/journals/ljiweb.pdf>. The use of abstracts as

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references is strongly discouraged. Manuscripts accepted for publication may be cited. Material submitted, but not yet accepted, should be cited in text as “unpublished observations.” Written and oral personal communications may be referred to in text, but not cited as references. Please provide the date of the communication and indicate whether it was in a written or oral form. In addition, please identify the individual and his/her affiliation. Authors should obtain written permission and confirmation of accuracy from the source of a personal communication. Presented papers, unless they are subsequently published in a proceedings or peer-reviewed journal, may not be cited as references. In addition, Wikipedia.org may not be cited as a reference. For most manuscripts, authors should limit references to materials published in peer-reviewed professional journals. In addition, authors should verify all references against the original documents. References should be typed double-spaced. Examples of references are given below.

Journals

1. Standard journal reference. Note: list all authors if six or fewer; when seven or more, list only first three and add et al. Glass DA, Mellonig JT, Towle HJ. Histologic evaluation of bone inductive proteins complexed with coralline hydroxyapatite in an extraskeletal site of the rat. *AOSR* 2011;1:12-15.
2. Corporate author. Federation Dentaire Internationale. Technical report no. 28. Guidelines for antibiotic prophylaxis of infective endocarditis for dental patients with cardiovascular disease. *Int Dent J* 1987;37:235.
3. Journal paginated by issue. Card SJ, Caffesse RG, Smith BA, Nasjleti CE. New attachment following the use of a resorbable membrane in the

treatment of periodontitis in dogs. *Int J Periodontics Restorative Dent* 1989;9(1):59-69.

4. Non-English-language titles translated into English. Buchmann R, Khoury F, Hesse T, Müller RF, Lange DE. Antimicrobial therapy of peri-implant disease (in German). *Z Zahnaerztl Implantol* 1996;12:152-157.

Books and Other Monographs

5. Personal author(s). Tullman JJ, Redding SW. *Systemic Disease in Dental Treatment*. St. Louis: The CV Mosby Company; 1983:1-5.
6. Chapter in a book. Rees TD. Dental management of the medically compromised patient. In: McDonald RE, Hurt WC, Gilmore HW, Middleton RA, eds. *Current Therapy in Dentistry*, vol. 7. St. Louis: The CV Mosby Company; 1980:3-7.
7. Agency publication. Miller AJ, Brunelle JA, Carlos JP, Brown LJ, Loe H. *Oral Health of United States Adults*. Bethesda, MD: National Institute of Dental Research; 1987. NIH publication no. 87-2868.
8. Dissertation or thesis. Teerakapong A. Langerhans' cells in human periodontally healthy and diseased gingiva. [Thesis]. Houston, TX: University of Texas; 1987. 92 p.

Electronic Citations

9. Online journals without volume and page information. Berlin JA, Antman EM. Advantages and limitations of meta-analytic regressions of clinical trials data. *Online J Curr Clin Trials* [serial online]. June 4, 1994; doc 134. Accessed July 20, 2000.
10. Online journals with volume and page information. Fowler EB, Breault LG. Ridge augmentation with a folded acellular dermal matrix allograft: A case report. *J Contemp Dent Pract* [serial online]. 2001;2(3):31-40. Available from:

Procter & Gamble Company, Cincinnati, OH. Accessed December 15, 2001.

11. Web sites. Centers for Disease Control and Prevention. Preventing emerging infectious diseases: Addressing the problem of antimicrobial resistance. Available at: <http://www.cdc.gov/emergplan/antirest/>. Accessed November 5, 2001.

TABLES

Tables should be numbered consecutively in Arabic numbers in the order of their appearance in the text. A brief descriptive title should be supplied for each. Explanations, including abbreviations, should be listed as footnotes, not in the heading. Every column should have a heading. Statistical measures of variations such as standard deviation or standard error of the mean should be included as appropriate in the footnotes. Do not use internal horizontal or vertical rules.

FIGURE LEGENDS

Legends should be typed double-spaced with Arabic numbers corresponding to the figure. When arrows, symbols, numbers, or letters are used, explain each clearly in the legend; also explain internal scale, original magnification, and method of staining as appropriate. Panel labels should be in capital letters. Legends should not appear on the same page as the actual figures.

FIGURES

Digital files must be submitted for all figures. Submit one file per figure. Multiple panels should be labeled and combined in a single file. Photomicrographs should have internal scale markings. Human subjects must not be identifiable in photographs, unless written permission is obtained and accompanies the photograph. Lettering, arrows, or other identifying symbols should be large enough to permit reduction and must be embedded in the figure file. Figure

file names must include the figure number. Clinical color photographs are encouraged. If your manuscript contains color figures and is accepted for publication, the corresponding author must sign and return a color approval form. Forms are available online or may be requested from the Editorial Office. The cost of printing in color shall be borne by the author and authors will receive a pro forma invoice for publication fees when the manuscript is accepted for publication in the journal. Authors are asked to use shades of green, blue, or purple in color graphs. Yellow, red, and orange should be avoided unless scientifically necessary (e.g., to depict species of the orange complex, red complex, etc.). Authors are strongly encouraged to prepare basic, simple designs that can be clearly understood when reproduced; use of “3-dimensional” graphics is not recommended. Unnecessarily complex designs may be returned for simplification before publication. Details of programs used to prepare digital images must be given to facilitate use of the electronic image. Use solid or shaded tones for graphs and charts. Patterns other than diagonal lines may not reproduce well.

DIGITAL FILE SPECIFICATIONS

To ensure the highest quality reproduction of your figures, please observe the following recommendations.

Resolution

Proper resolution is very important to preserve the quality of your printed figures. The following resolutions must be submitted for your files. Please do not reduce your figures below a readable size to achieve higher resolution. These files will not be usable.

Format

TIFF or EPS files at the proper resolution (see above) will give the best results. If you cannot produce these files, do not send low-resolution conversions. With all figures, please also send a PDF that can be rasterized

in the event your files are not usable. Word, Excel, PS, and JPEG files can sometimes be acceptable alternatives. Send these along with a PDF if you cannot achieve the proper results in TIFF or EPS format. For graphs and charts, do not use patterned fills. Solid tones or colors are recommended instead.

Color Space

Figures should be saved as CMYK, not RGB. Files submitted in RGB will be converted to CMYK, and significant color shift may occur.

Font

Files other than TIFF or JPEG must be saved with fonts embedded. Acceptable fonts include Helvetica, Times New Roman, Symbol, Mathematical PI, and European PI. All other fonts may be replaced, resulting in data loss or realignment.

UNITS OF MEASUREMENT

Measurements of length, height, weight, and volume should be reported in metric units or their decimal multiples. Temperatures should be given in degrees Celsius and blood pressure in millimeters of mercury. All hematologic and clinical chemistry measurements should be reported in the metric system in terms of the International System of Units (SI). Description of teeth should use the American Dental Association (i.e., Universal/National) numbering system.

STATISTICS

Statistical methods should be described such that a knowledgeable reader with access to the original data could verify the results. Wherever possible, results should be quantified and appropriate indicators of measurement error or uncertainty given. Sole reliance on statistical hypothesis testing or normalization of data should be avoided. Data in as close to the original form as reasonable should be presented. Details about eligibility criteria for subjects, randomization, methods for blinding of observations, treatment complications, and

numbers of observations should be included. Losses to observations, such as dropouts from a clinical trial, should be indicated. General-use computer programs should be listed. Statistical terms, abbreviations, and symbols should be defined. Detailed statistical, analytical procedures can be included as an appendix to the paper if appropriate.

ANIMAL AND HUMAN TRIALS

All manuscripts reporting the use of human subjects must include a statement that the protocol was approved by the author's institutional review committee for human subjects AND that the study was conducted in accordance with the Helsinki Declaration of 1975, as revised in 2000. Do not use any designation in tables, figures, or photographs that would identify a patient, unless express written consent from the patient is submitted. For research involving the use of animals, it is necessary to indicate that the protocol was approved by the author's institutional experimentation committee or was in accordance with guidelines approved by the Council of the American Psychological Society (1980) for the use of animal experiments.

FOOTNOTES

Footnotes should be used only to identify author affiliation; to explain symbols in tables and illustrations; and to identify manufacturers of equipment, medications, materials, and devices. Use the following symbols in the sequence shown: *, †, ‡, §, ||, ¶, #, **, ††, etc.

IDENTIFICATION OF PRODUCTS

Use of brand names within the title or text is not acceptable, unless essential when the paper is comparing two or more products. When identification of a product is needed or helpful to explain the procedure or trial being discussed, a generic term should be used and the brand name, manufacturer, and

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location (city/state/country) cited as a footnote.

REVIEW PROCESS AND PUBLICATION PROCEDURES

Peer Review

The Archives of Oral Sciences and Research is a peer-reviewed publication. All manuscripts, including State of the Art Reviews, Commentaries, Case Reports, Case Series, and Clinical Practice, are submitted to a minimum of two reviewers and, when appropriate, to a statistical reviewer. Authors are given reviewer comments and additional information or observations as the Editor believes would be helpful. Revised manuscripts are due within 30 days of receipt of the Editor's communication.

Copyright

All manuscripts accepted for publication become the property of the Archives of Oral Sciences and Research. A copyright form must be signed by all authors and returned to the Editorial office.

SUBMITTING REVISED MANUSCRIPTS

View and Respond to Decision Letter and comments from the reviewers. Please place a detailed response to each reviewer comment for the original manuscript. Your response to reviewers should also describe what changes were made in the manuscript to address each comment in the reviews in a track change mode of Micro soft word. Include only the latest set of files.

MANUSCRIPTS ACCEPTED FOR PUBLICATION

If your manuscript is accepted for publication, all authors must complete a copyright form, which can be found at aosr.co.in under "Instructions & Forms" A file containing this form also accompanies the acceptance e-mail. You will be notified about a publication date by the Editorial board.