

GUIDELINES TO THE AUTHORS

Manuscript Submission: Manuscripts should be submitted only through e-mail to the editor (editorajohas@gmail.com). Corresponding authors can contact editorial office through e-mail for further query.

Editorial Process: The manuscripts will be reviewed for possible publication with the understanding that they are being submitted to one journal at a time and have not been published, simultaneously submitted or already accepted for publication elsewhere. The Editors review all submitted manuscripts initially. Manuscripts with insufficient originality, serious scientific flaws or absence of importance of message will be rejected. The journal will not return the unaccepted manuscripts. Other manuscripts are sent to at least two reviewers without revealing the identity of the authors to the reviewers. Within a period of three weeks, the contributors will be informed about the reviewers' comments and acceptance/rejection of the manuscript. Manuscripts accepted would be edited for grammar, punctuation, print style and format. Proofs will be sent to the corresponding author, which has to be returned within **two** days. Correction received after that period may not be included.

Manuscript preparation: The language should be English, under following headings:

First Page: This includes a covering letter and title page. The title page should include the title of the manuscript, author information, as well as address for correspondence, type of article, a running title and any acknowledgement.

Manuscript File: This includes the main text of the manuscript, beginning from Title, Abstract (upto 250 words, structured i.e. divided into Aim/ Background, Material and Method, Results and Conclusion), 3 – 6 Keywords, Main Text, References, Figures and Tables, in a single word file (MS office: 1997-2003, 11 points, double spacing). Do not include any information such as acknowledgement, your names in page headers, or information revealing identity in this file. Submit good quality images related to the articles as separate attachment also. Images should not be less than 300 dpi and should be submitted in **JPEG** or **TIFF** format. All figures and tables must be cited in the text also.

References: References should be numbered consecutively in the order in which they are first mentioned in the text (not in alphabetic order). Identify references in main-text, tables, and legends by Arabic numerals in superscript. The titles of journals should be abbreviated according to the style used by NML in Index Medicus. Complete name of the journal should be used for non-indexed journals. Avoid using abstracts or personal communications as references. If the number of authors are more than six, list the first six authors followed by *et al.* (in italics).

Standard journal article: Gassling VL, Açil Y, Springer IN, Hubert N, Wiltfang J. Platelet-rich plasma and platelet-rich

fibrin in human cell culture. *Oral Surg Oral Med Oral Pathol Oral Radiol Endod* 2009; 108: 48-55.

Chapter in a book: Carranza FA, Takei HH. Mucogingival surgery. In. *Clinical Periodontology*. Carranza FA, Newman MG, (eds). 8th ed, WB Saunders Co.1996, 651-72.

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Original research articles: Well designed clinical or basic research articles of upto 2500 words excluding references, figures, tables and abstract under the following headings: Introduction, Materials and Method, Results, Discussion, Conclusion, Acknowledgement (if any), References, Graphs/ Tables, Figures with legends along with citation in the manuscript text.

Short Communication: Up to 1000 words excluding references and abstract and upto 8 references.

Case Reports: Cases with clinical significance or implications will be given priority, upto 2000 words excluding references and abstract and up to 20 references. The article should be under the following headings: Introduction, Clinical / Case Report, Discussion, Conclusion, Acknowledgement (if any), References, Graphs/ Tables, Figures with legends along with citation in the manuscript text.

Review Articles: Critical assessments of literature and data sources, within 2500 - 3500 words excluding references and abstract. The article should be under the following headings: Introduction, Method of data collection, Discussion, Conclusion, Acknowledgement (if any), References (at least 50), Graphs/ Tables, Figures with legends along with citation in the manuscript text.

Practice papers: Pertaining to a relevant topic of interest to practitioners of upto 1500 words and 20 references.

Letter to the Editor: Should be short, decisive observation upto 400 words and 4 references.