

INSTRUCTION FOR AUTHORS

The Journal of Oral Health and Biosciences is published by Shikoku Society of Dental Research (Tokushima University Faculty of Dentistry) for reviews, original articles, thesis, clinical case reports, and reports in dentistry and related areas. Authors submitting a paper do so on the understanding that the work has not been published before, is not being considered for publication elsewhere, and has been read and approved by all authors.

ETHICAL COMPLIANCE

All human investigations must be conducted according to the principles expressed in the Declaration of Helsinki. All studies involving animals must state that guidelines for the use and care of laboratory animals of the authors' institution or any national law were followed. All human and animal studies need the ethical committee's approval, and the authors need to write the approval number in the manuscript. Conflict of interest is required to be stated for all accepted papers published in the *Journal of Oral Health and Biosciences*. If there is no conflict of interest, a statement declaring this will still be included in the paper.

REVIEWING SYSTEM

All Submitted manuscripts are carefully and rigorously reviewed by several reviewers designated by the Editorial Committee. Then those papers are further reviewed by the Committee and judged the acceptance or rejection. The decision and detail of review will be notified to the contributor via the posting system. Authors can indicate their recommended referees in the cover letter.

ONLINE SUBMISSION

To submit, login at <https://www.editorialmanager.com/johb> and create a new submission.

Before you submit, you will need to check the following:

- The paper should be submitted in English (Font: Times New Roman, 12 point). For the preparation of the paper in Japanese, please access “和文用投稿規定” for the Journal of Oral Health and Biosciences page on the website.
- The manuscript should be an editable file including the title page, abstract, main text, references, figures, tables, or separate files—whichever you prefer. All required sections should be contained in your manuscript, including Abstract, Introduction, Patients and methods/Materials and methods, Results, and Discussion. You should provide the page numbers of text bodies in the center of the page bottom. Figures and tables should have legends. Figures should be uploaded in the highest resolution (at least 200 dpi). References should be submitted in the proper format, as shown below. Supporting information should be submitted in separate files.
- The manuscript should be arranged in accordance with this instruction and (should be) checked by a native speaker of English, (otherwise it will be sent back by the editorial office for revision).

FORMAT OF MANUSCRIPTS

Title Page

The title page should contain, the title, running title, author name(s), affiliations, keywords (3-5 words), category (original article, thesis, case report, review article, etc.), total page numbers of text bodies, figures and tables, request numbers for offprints, and contact information (name, e-mail address, address, telephone, and fax numbers of the author to whom correspondence about the manuscript should be referred).

- **Main title:** The title should not contain abbreviations
- **Running title:** A brief informative title containing the major keywords.
- **Authors' name:** The full names of all authors
- **The author's institutional affiliations:** where the work was conducted, with a footnote for the author's present address if different from where the work was conducted.
- **Keywords:** Three to five
- **Ethical statements:** Statements relating to our ethics and integrity policies, which may include any of the following
 - 1) Conflict of interest
 - 2) Funding statement
 - 3) Ethics approval statement
 - 4) Patient consent statement
 - 5) Clinical trial registration
 - 6) Animal Studies
 - 7) Data availability statement
 - 8) Permission to reproduce material from other sources (if needed)
- I. **Category:** original article, thesis, case report, review article etc.
- II. **Construct of manuscript:** the total page numbers of text bodies, figures, and tables, respectively.
- III. **Request numbers for offprints**
- IV. **Contact information (corresponding author):** name, e-mail address, address, telephone, e-mail address of the author to whom correspondence about the manuscript should be referred.

Main Text

The main text file should be in Microsoft Word (Font: Times New Roman, 12 point), and include the following categories.

- **Abstract:** The abstract must not exceed 400 words and should state the purpose of the study, basic procedures (study subject/patients/animals and methods), main findings, and principal conclusions. Use terms from the Medical Subject Headings list from Index Medicus, whenever possible.

- **Main text:** Introduction, Patients and Methods or Materials and Methods, Results, Discussion, conclusion, etc. Insert page number on the center of the page bottom.
- **COI statement**
- **Acknowledgments:** included funding
- **References:** See below
- **Tables:** each table complete with title and footnotes
- **Figure legends:** Legends should be supplied as a complete list in the text. Figures should be uploaded as separate files. See below.

Manuscripts should be carefully revised before submission. Manuscripts should be checked by a native speaker of English.

References

Number references consecutively in the order in which they are first mentioned in the text. Identify references in text, tables, and legends in Arabic numerals (in parentheses). All references cited must be listed at the end of the paper. All authors' names should be described. Abbreviations of journals must conform to those used in Index Medicus of the National Library of Medicine. The format should conform to the examples listed below:

Reference to a journal:

1. Higaki N, Goto T, Ishida Y, Watanabe M, Tomotake Y and Ichikawa T. Do sensation differences exist between dental implants and natural teeth? : a meta analysis. Clin Oral Implants Res 25, 1307-1310 (2014)

Reference to a book:

2. Simons R. Nutrition and poverty. 2nd eds. New York, Village Earth Press, 1-114 (2014)

Reference to a chapter in a book:

3. Kandel ER and Hudspeth AJ. "The brain and behavior". Principles of Neural Science. 5th eds. New York, McGraw Hill comp, 5-21 (2013)
- In the case of unpublished materials, the number of volumes (year of publication) will be recorded and listed as scheduled to be posted as much as possible next to the real name. In English paper or literature, the name of the paper shall be followed by "to be published in the title and number of volumes (year of issue)".
 - If the manuscript is published after receiving it, please report it immediately and make corrections. Unpublished materials, personal exchange materials, etc. shall be stated in parentheses in the text to that effect.

Figures and Tables

Figures, supporting information, and appendices should be supplied as separate files. Drawings and charts should be made in laser quality. PowerPoint file and color illustrations are acceptable. Abbreviations should conform to the style accepted in the Japanese Medical Sciences and used in the Quarterly Cumulative Index Medicus. Figures should be uploaded in the highest resolution (at least 300 dpi).

- Each figure and table should have a title and minimum information of methods. The title of the table should be above the table, and the information will be indicated below the table. For the figure, the title and information should be shown below the images (figure).
- The table should be on one page. The table should have numbers such as Table 1, Table 2, ... and so on.
- Figures should also number as Figure 1, Figure 2, ... which are independent of the Tables.
- The magnification such as micrographs should be clearly indicated in the description when the magnification is printed
- Please indicate [Table 1] and/or [Figure 3] in red in the insertion place in the body of the figure (photograph) and the table. If there is a special request for the position of figures and tables, please describe it in the margins of the text or on a separate sheet.

Online submission access

To submit, login at <https://www.editorialmanager.com/johb> and create a new submission.

Revised manuscripts

Revised manuscripts should be accompanied by a point-by-point reply to the recommendations of the reviewers and editor, specifying the changes made in the revised version.

Charge

There will be a charge of 40,000 JPY per paper. If you need the offprint, please contact to the office. It will be cost with extra charge.

Copyright

When the manuscript is accepted for publication, the authors must agree to automatically transfer the copyright to the Journal of Oral Health and Biosciences.