

AUTHOR GUIDELINES

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

1. Letter of Submission (**First Page File**):

- Prepare the covering letter taking full responsibility for the original content of the work, along with **Acknowledgments, Sources of support** and **conflict of interest** using a word processor program.
- This should also include a page on the title of the manuscript, every author's details with designation, department, university affiliation, college, place, e-mail id & phone number (if any) along with the corresponding author address.

2. Declaration (**Copyright Transfer Form**):

- At the time of online submission, the scanned copy (jpeg/pdf) of the copyright transfer form (enclosed), signed by all authors, has to be submitted as supplementary file along with the manuscript.
- **Within two weeks of submission**, the original copyright transfer form duly signed by all the authors, has to be submitted to the editorial office (given below) by surface mail.

3. Main Manuscript:

- Manuscript should be formatted in accordance with the below mentioned guidelines.
- The text files of the manuscript are written in Microsoft Word. The text should be double-spaced, in Arial, font size 11.
- Beginning from the "Title (without author details), abstract, till References" should be in this file. Legends for Figures, Tables and graphs should be included after references.
- **Do not incorporate images in this file. Do not zip the files.** Limit the file size to 400 kb. If the file size is large, graphs can also be submitted as images separately without incorporating them in the file.

4. Photographs (**Images**):

- Submit good quality color images. Every image should have the **resolution of 300dpi**. The images having lesser resolution will not be considered. All images should be preferably in JPEG format. Upload the images as supplementary files. Do not zip the files.

All submitted manuscripts are the sole property of international journal of oral and maxillofacial pathology and does not intend to return the rejected manuscripts. All research work that involves the study of human subjects should state at the appropriate section, that the research was approved by the institutional review board or ethics committee in accordance with national and international guidelines and regulations, e.g., the Declaration of Helsinki.

Acknowledgments

- ❖ Acknowledge persons who have made substantive contributions to the study.
- ❖ Specify the institution or department where the study was conducted.

Source of support

- ❖ Specify grant or other financial support, citing the name of the supporting organization and grant number.

Conflict of Interest Statement

Conflict of interest exists when an author (or the author's institution), reviewer, or editor has financial or personal relationships that inappropriately influence (bias) his or her actions (such relationships are also known as **dual commitments, competing interests, or competing loyalties**). When there is some relationship between the authors and some public or private entity that could give rise to some conflict of interest, this possibility should be made known on the title page of the manuscript and in the covering letter of submission. In case there is no conflict of interest, the author should state so (for example: "I declare that I do not have any commercial or associative interest that represents a conflict of interest in connection with the work submitted").

MANUSCRIPT PREPARATION

(Do not include authors name/affiliation/any other details to ensure blinding of the manuscript)

A. ORIGINAL RESEARCH ARTICLES

Randomised controlled trials, intervention studies, studies of screening and diagnostic test, outcome studies, cost effectiveness analyses, case-control series and surveys with high response rate.

Title: First Page of the manuscript should include the title, Abstract and Keywords.

Authors: The number of authors should not exceed more than six.

Abstract:

- A maximum of 300 words should be included in the abstract.
- The abstract should not contain abbreviations or references.
- For basic and clinical research articles abstract must be structured with the following sections:
 - Background
 - Aims and Objectives
 - Materials and Methods
 - Results
 - Conclusions

Key words

- List of key words not to exceed six.
- Every keyword should be separated by a semicolon with spacing.
- All the key words has to be checked for its presence in MeSH, which stands for Medical Subject Headings, which is a controlled vocabulary system developed by the National Library of Medicine, for the purpose of indexing, available at

http://www.nlm.nih.gov/mesh/2009/mesh_browser/MBrowser.html or search MeSH in www.google.com

Manuscript Text

- **Introduction.** Summarize the rationale and purpose of the study, giving only pertinent references. Clearly state the working hypothesis.
- **Materials and Methods.** Present materials and methods in sufficient detail to allow confirmation of the observations. Published methods should be referenced and discussed only briefly, unless modifications have been made. Indicate the statistical methods used, if applicable.
- **Results.** Present results in a logical sequence in the text, tables, and illustrations. Do not repeat in the text all the data in the tables or illustrations; emphasize only important observations. (Maximum 6 illustrations including Graph/Tables/Figures).
- **Discussion.** Emphasize the new and important aspects of the study and the conclusions that follow from them. Do not repeat in detail data or other material given in the Introduction or Results section. Relate observations to other relevant studies and point out the implications of the findings and their limitations.
- **Conclusions.** Link the conclusions with the goals of the study but avoid unqualified statements and conclusions not adequately supported by the data. In particular, authors should avoid making statements on economic benefits and costs, unless their manuscript includes the appropriate economic data and analysis. Avoid claiming priority and alluding to work that has not been completed. State new hypothesis when warranted, but clearly label them as such.
- **References.** The reference list should appear at the end of the article in numeric sequence. All references must be cited in the text as superscript and numbered in order of appearance. Do not include unpublished data or personal communications in the reference list. Follow the guidelines of the [International Committee of Medical Journal Editors](#) (Vancouver Group).
- **Abbreviations.** The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement.
- **Trade names.** Generic terms are to be used whenever possible, but trade names and manufacturer name, city, state, and country should be included parenthetically at first mention.

B. INVITED REVIEW ARTICLES

IJOMP publishes invited reviews from the well-known authors. Ask the editors about the topic before

submitting the same. Topics related to Systemic critical assessments of literature and data sources.

Authors: The number of authors should not exceed more than four.

Abstract: Abstract for reviews, should not exceed 250 words and need not be structured. The abstract should not contain abbreviations or references.

Key words: List of key words, not to exceed 6. All the key words has to be checked for its presence in MeSH, which stands for Medical Subject Headings, which is a controlled vocabulary system developed by the National Library of Medicine, for the purpose of indexing, available at http://www.nlm.nih.gov/mesh/2009/mesh_browser/MBrowser.html or search MeSH in www.google.com

Manuscript Text

- **Introduction.** Summarize the rationale and purpose of the Review, giving only pertinent references. Clearly state the need and concept behind the review.
- **Discussion.** Emphasize the new and important aspects of the Topic of discussion and the conclusions that follow from them. Do not repeat in detail data or other material given in the Introduction section. Relate observations to other relevant studies and point out the implications of the findings and their limitations.
- **Conclusions.** Link the conclusions with the goals of the study but avoid unqualified statements and conclusions not adequately supported by the data. In particular, authors should avoid making statements on economic benefits and costs unless their manuscript includes the appropriate economic data and analysis. Avoid claiming priority and alluding to work that has not been completed. State new hypothesis when warranted, but clearly label them as such.
- **References.** All references must be cited in the text as superscript & numbered in order of appearance, at the end of the article in numeric sequence. Do not include unpublished data or personal communications in the reference list.
- **Acknowledgments.** Acknowledge persons who have made substantive contributions to the review.
- **Abbreviations.** The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement.
- **Trade names.** Generic terms are to be used whenever possible, but trade names and manufacturer name, city, state, and country should be included parenthetically at first mention.

C. CASE REPORTS

New / interesting / very rare cases can be reported. Cases with clinical significance or implications will be

given priority, whereas, mere reporting of a rare case may not be considered.

Authors: The number of authors should not exceed more than four.

Abstract: Should not exceed 250 words and need not be structured.

Key words: List of key words should not exceed 6. All the key words has to be checked for its presence in MeSH, which stands for Medical Subject Headings, which is a controlled vocabulary system developed by the National Library of Medicine, for the purpose of indexing, available at http://www.nlm.nih.gov/mesh/2009/mesh_browser/MBrowser.html or search MeSH in www.google.com

Manuscript Text

- **Introduction.** Should include definition, history, etiopathogenesis, prevalence and distribution patterns. Explain why this report is special.
- **Case Report.** Chief complaint, History, Clinical features, Radiographic and other investigation findings, Diagnosis, treatment plan and prognosis. (Photographs & Photo micrographs not to exceed 4 in no.)
- **Discussion.** Emphasize the new and important aspects of the Case and the conclusions that follow from them. Do not repeat in detail data or other material given in the Introduction section. Relate observations to other reports in the literature and point out the implications of the findings and their observations.
- **Conclusions.** Link the conclusions with the goals of the case but avoid unqualified statements and conclusions not adequately supported by the data.
- **References.** All references must be cited in the text as superscript & numbered in order of appearance and should appear in numeric sequence, at the end. Do not include unpublished data or personal communications in the reference list. Cite such references parenthetically in the text and include a date.
- **Acknowledgments.** Acknowledge persons who have made substantive contributions directly or indirectly in the preparation of case report.
- **Abbreviations.** The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement.

- **Trade names.** Generic terms are to be used whenever possible, but trade names and manufacturer name, city, state, and country should be included parenthetically at first mention.

D. SHORT COMMUNICATION

- Up to 1000 words excluding references and abstract and up to 5 references.

E. LETTERS TO EDITOR

- Should be a short and decisive observation.
- They should not be preliminary observations that need a later paper for validation.
- Should be Up to 400 words and 4 references.

F. ANNOUNCEMENTS OF CONFERENCES, MEETINGS, COURSES, AWARDS ETC.

Any other items likely to be of interest to the readers should be submitted with the name and address of the person from whom additional information can be obtained. Include up to 100 words.

G. ABSTRACT SUBMISSION

Before getting your thesis published elsewhere only the abstract can be made available on the internet for everybody to visualize and know, cite and acknowledge your work.

H. SPECIFIC INSTRUCTIONS FOR PREPARATION OF REFERENCES

- IJOMP follows author guidelines given by NLM 2nd edition 2007, there is no style applied to citations. **No italic, No bold, No underline.**
- Titles of journals should be abbreviated according to the style used in Index Medicus. Provide complete information for each reference, including names of all authors (up to six).
- Referencing in the text should be in the order of citation (Vancouver system) as a **superscription without space,**
- Multiple reference numbers should be with a comma & no spacing between them.
- Continues multiple references should be numbered with initial and last numbers with a dash & no spacing between them.
- If reference number is at the end of the sentence, then it should be after full stop without space.

Copyright Transfer Form

Manuscript Title:

Manuscript Number:

I/We certify that I/we have participated sufficiently in the intellectual content, conception and design of this work, as well as the writing of the manuscript; to take public responsibility for it and have agreed to have my/our name listed as coauthors. I/we vouch that the manuscript represents valid work. Neither this manuscript nor one with substantially similar content under my/our authorship has been published or is being considered for publication elsewhere.

I/we certify that all the data collected during the study is presented in this manuscript and no data from the study has been or will be published separately. I/we attest that, if requested by the editors, I/we will provide the data/information or will cooperate fully in obtaining and providing the data/information on which the manuscript is based, for examination by the editors or their assignees.

I/We hereby transfer, assign, or otherwise convey, all the copyright ownership, including any and all the rights incidental thereto, exclusively to the Editor, International Journal of Oral and Maxillofacial Pathology, in the event that such work is published. The International Journal of Oral and Maxillofacial Pathology shall own the work, including

The International Journal of Oral and Maxillofacial Pathology shall own the work, including

- 1) Copyright,
- 2) The right to grant permission to republish the article in whole or in part, with or without fee,
- 3) The right to produce preprints or reprints and translate into languages other than English for sale or free distribution, and
- 4) The right to republish the work in a collection of articles in any other mechanical, physical or electronic format.

We give the rights to the **corresponding author** to make necessary changes as per the request of the journal; do the rest of the correspondence on our behalf and he/she will act as the guarantor for the manuscript on our behalf. The Principle & corresponding author will be purely responsible for the accuracy of the details and address of all the associated coauthors; and will also take the complete blame if any of these details are found to be false or forged.

“I/we declare that I/we do not have any commercial or associative interest that represents a **conflict of interest** in connection with the work submitted”. All persons who have made substantial contributions to the work reported in the manuscript, but who are not authors, are named in the **Acknowledgment** and have given me/us their written permission to be named.

Serial no.	Author Names		Signature with Date
1	Corresponding		
2	Coauthor		
3	Coauthor		
4	Coauthor		
5	Coauthor		
6	Coauthor		