

Inside Dentistry®

Author Guidelines for “Inside” Articles (Endodontics, Implants, Pediatrics, Periodontics, Restorative)

“Inside” articles are the clinical backbone of *Inside Dentistry*. These articles are intended to discuss clinical conditions and treatment techniques. They are not intended to be commercial endorsements. These articles should feature background and educational information regarding the clinical scenario and technique. For example, a discussion of a new oral cancer biopsy technique might begin with a recapitulation of why early and accurate diagnosis is critical in cancer cases. It is typical but not necessary to use a specific case to illustrate the technique.

Manuscript Components and Format

Each article should be approximately **2,000 words total (includes references and figure citations) and include a maximum of 8 photos. (Note: Each photo counts as 1 image: thus, a Figure 1A-1D series counts as 4 images, not 1.)**

All “Inside” articles **MUST** include the following information:

- Author’s full name, degrees, practice name or academic affiliation, location (city and state)
- A high-resolution (minimum 300 dpi when enlarged to 2 inches), 4-color headshot
- Figure citations inserted in the text in sequential numeric order
- List of descriptive figure captions corresponding to each image, placed at the end of the article
- A minimum of 10 references; maximum of 20.
- References cited in sequential numeric order in the text
- Full bibliography listed at the end of the article containing the following information for each citation: authors’ names, article title, journal title, year of publication, volume and issue number, and page range. **IMPORTANT: DO NOT FORMAT REFERENCES AS FOOTNOTES OR ENDNOTES.**
- No more than 2 tables
- All products listed should include their manufacturer and the manufacturer’s website address. If discussing a category, as many applicable products should be listed as possible.

IMPORTANT NOTE: Do not write in the first or second grammatical person (eg: I, me, we, us, you). Per widely accepted academic article guidelines, all clinical articles appearing in *Inside Dentistry* must be written in third grammatical person (eg: he, she, it, they) only.

Review Process

All clinical articles must pass a double-blind peer-review. Any article that has not passed the peer-review will not be considered for publication in *Inside Dentistry*. Authors will be informed when their manuscript has returned from peer-review and advised as to its status (Passed, Failed, Modifications Requested). It is the author's responsibility to comply with all requested modifications. Modified articles will be subject to a second blinded peer-review.

Illustrations

Photographs **MUST BE A MINIMUM of 300 dpi when enlarged to 4 inches**, and must be in JPEG, TIFF, or EPS format. Low-resolution photographs in any format other than those listed will be rejected.

NOTE: Do not crop the photos. Do not embed the photos into a PowerPoint, Microsoft Word, or other document. We cannot use them in these formats.

All images must be referred to in the article by a parenthetical reference that corresponds to the Figure number you have assigned it. **Example:** *The patient presented with a Class IV fracture on tooth No. 8 (Figure 1).*

NOTE: Please number all figures sequentially by whole numbers, ie, do not identify multi-part figures with letter notations. (CORRECT: Figure 1, Figure 2, Figure 3; INCORRECT: Figure 1A, Figure 1B, Figure 1C.)

Image files **MUST** be named to reflect the figure number within the text of the article.

All images **MUST** be accompanied by a brief caption that describes the image. These captions should be clearly labeled to correspond to Figure 1, Figure 2, etc. Captions can be provided on a separate sheet or at the end of the article.

NOTE: If full-facial or other identifying images of patients are submitted, they must be accompanied by a signed and dated consent form from the patient agreeing to the publication of that/those images.

References

References must appear in the text as typed, numbered superscripts (**NOT footnote or endnote annotations**) and should be listed at the end of the manuscript in their order of appearance in the text.

If you cite a publication more than once, only use one number for it (the first number you cited it as), throughout the text.

Websites may be used as references if the content is from a clinical journal, university, manufacturer, or other qualified source. Websites such as Wikipedia, Yahoo, Ask, and WebMD are not acceptable.

Provide complete bibliographic information for all materials cited. Journal references must include author(s), journal (use National Library of Medicine abbreviations only), volume number, inclusive page numbers, and date of publication).

Follow these *AMA Manual of Style* examples:

Periodicals:

Mattis BA, Valadez D, Valadez E. The effect of the use of dental gloves on mixing vinyl polysiloxane putties. *J Prosthodont*. 1997;6(3):189-92.

Books:

Craig RG. Impression materials. In: Craig RG, ed; *Restorative Dental Materials*. 9th ed. St. Louis, Mo: Mosby; 1993:306-313.

Product Names/References

Whenever possible, products used in the case or mentioned in the article must be genericized so as not to appear as a commercial endorsement.

If it is necessary to use a specific product trade name, a list of competitive products and their manufacturers must be provided to ensure fair play.

Conflict of Interest Disclosure

Authors must disclose their own or a family member's commercial or financial interest in products, or developmental or research relationships with companies that manufacture products by signing a "Conflict of Interest Declaration" form after their article is accepted. The relationship will be acknowledged in the article.

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Tables, photographs, or illustrations reproduced exactly from another work must be accompanied by written permission from the original source. Full credit will be given to the original source.

Editorial Responsibility

The journal's staff will edit manuscripts to enhance their communication value to readers. However, the writing is the author's responsibility, along with incorporating editorial suggestions, answering queries, and approving changes.

Notice

Failure to comply with these instructions may result in rejection for publication. The editor-in-chief, publisher, and journal editor reserve the right to make revisions in the text where appropriate. If questions arise, the author will be contacted.

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