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Journal of Oral Science Instructions to Authors

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【Aims and Scope】

The *Journal of Oral Science* is a peer reviewed, open access journal that published articles in all areas of dentistry and related fields. The journal publishes Original Articles, Review Articles, Case Reports, Short Communications, and Letters that demonstrate relevance and interest to the broad oral science and dental community.

Published quarterly in print and online by Nihon University School of Dentistry, the journal is included in major scholarly databases and indices and read by a wide international audience of research scientists and clinical dentists.

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Submission to the journal implies that the manuscript has not previously been published (in part or in whole, in any language), is not in press, and is not under consideration for publication elsewhere.

Authors must inform the editors if any related manuscripts are under consideration, in press or published elsewhere. The availability of a manuscript on a publicly accessible preprint server does not constitute prior publication (see 'Preprints' section).

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The journal welcomes manuscript submissions from authors based anywhere in the world.

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When assessing the novelty of a manuscript submitted to the journal, the editors will not be influenced by other manuscripts that are posted on community-recognized preprint servers after the date of submission to the journal (or after the date on which the submitted manuscript was posted on a preprint server, if the manuscript is submitted to the journal within 4 months).

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Submission to the journal implies that all authors have seen and approved the author list. Any change to the author list after manuscript submission – such as the insertion or removal of an author, or a rearrangement of author order – must be approved by all authors and the editors.

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Authors are required to include a statement that specifies the contribution of each author as per the Author Contribution Statement section.

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Authors must not falsify or fabricate data. Authors may digitally manipulate or process images, but only if the adjustments are kept to a minimum, are applied to the entire image, meet community standards, and are clearly described in the manuscript. All images in a manuscript must accurately reflect the original data on which they are based. Authors must not move, remove, add or enhance individual parts of an image. The editors reserve the right to request original, unprocessed images from the authors. Failure to provide requested images may result in a manuscript being rejected or retracted.

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The journal requires authors to follow community standards for reporting. These include, but are not limited to the list below. Authors should consult the Equator Network website for further guidelines:

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- Diagnostic study: STARD
- Qualitative research: EQUATOR Network
- Observational study: STROBE
- Systematic reviews / meta-analysis: PRISMA
- Sex and Gender Equity in Research: SAGER guidelines and checklist

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Where an author wishes to
include case details or other personal information or images of patients or any other individuals, they must obtain the appropriate consents, permissions and/or releases. Written consents must be retained by the author.

Authors of manuscripts describing experiments involving animals or materials derived from animals must demonstrate that the work was carried out in accordance with the guidelines approved by the authors' institution(s) and must comply with the ARRIVE guidelines. The name of the review board and approval code/reference number must be provided in the 'Ethics Statements' section of their manuscript.

Other relevant guidelines include:

- EU Directive 2010/63/EU for animal experiments
- U.S. Public Health Service Policy on Humane Care and Use of Laboratory Animals
- Basic Guidelines for Conducting Animal Experiments at Research Institutions. Ministry of Education, Culture, Sports, Science and Technology, Japan. Notification No. 71, June 1, 2006.

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The journal adheres to the ICMJE policy on Clinical Trials Registration, which recommends that all clinical trials are registered in a public trials registry at or before the time of first patient enrollment as a condition of consideration for publication. Manuscripts describing clinical trials must include the registration number of the trial and the name of the trial registry in the Materials and Methods.

Example:
The current project was registered in the University Hospital Medical Information Network (UMIN) Center-Clinical Trials Registry (UMIN-CTR), Japan with ID: UMIN000000000.

Ethics approval and consent to participate
Authors are required to declare that they have obtained and complied with relevant ethics approvals for any studies involving human or animal subjects. If such approval is not relevant or applicable to a submitted manuscript describing research that involves human or animal subjects, authors should include the statement "Not applicable" under this section heading.

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【Article Types】

The journal welcomes 5 manuscript types, all of which are subject to peer review.

• Original Article

Original Articles describe new advances of interest to the scientific community.

• Review Article

Review Articles describe new insights and paradigm shifts in our understanding of all fields of dental science. Review Articles are written for our broad interdisciplinary readership and highlight the opportunities, challenges and wider implications of the topic at hand.

• Case Report

Case Reports address new scientific hypotheses on known diseases (with at least 5 years of follow-up), describe a new disease or condition, or report on cases that are highly unusual or extremely rare.

• Short Communication

Short Communications are concise, topical reports describing novel results from original research that may not warrant an Original Article but deserves publication as soon as possible.

• Letter
Letters to the editor discuss a recent *Journal of Oral Science* article.

Specifications by Article Type

	Original Article	**Review Article**	**Case Report**	**Short Communication**	**Letter**
Number of authors	No limit	No limit	Up to 6		One
Total number of words	No limit	No limit	No limit	2,000 words	800 words
Abstract	200 words. Structured abstract with subheadings of Purpose, Methods, Results and Conclusions.	200 words. No subheadings needed.	100 words. No subheadings needed.		——
Keywords	3 to 6 (in alphabetical order)				——
Number of references	Up to 40	No limit	Up to 10		Up to 5
Total number of Tables and Figures	No limit, but consolidate them into a reasonable and appropriate number.			Up to 4	No tables and figures accepted.

"—": not applicable.

【Manuscript Preparation】

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Manuscripts should be prepared in Microsoft Word (.docx file) in A4 size with margins of at least 2.5 cm on all four sides, and double-spaced lines using 12-point Times New Roman font.

English standards
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Units
The International System of Units (SI) or SI-derived units should be used. More information on SI units is available from the Bureau International des Poids et Mesures (BIPM).

Cover letter
Authors must submit a cover letter that includes the title of the manuscript and the contact details of the corresponding author. Authors should summarize the aims and outcomes of their work and how and why the manuscript is appropriate for publication in the *Journal of Oral Science*. Details of any relevant consent and/or ethics approvals, potential conflicts of interest, preprint posting, reproduction of copyrighted or previously published material, posting of previous versions of the manuscript as a preprint, or other such items must be included in the cover letter.

Title Page:
The first page of each manuscript should contain: Title, authors' full names and affiliations, and the contact details for the corresponding author (see below).

• Title
The title should describe the content of the article briefly but clearly. A concise, descriptive title is important for search purposes by third-party services. Do not use the same main title with numbered minor titles, even for a series of papers by the same authors. The title must not include a subtitle or trade name. Avoid using a complete sentence or any end punctuation. Do not use abbreviations in the title, except those used generally in related fields.

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For each author, provide their full given and family names, and any middle initials.

Provide the full name of each author's institution(s) including laboratory, department, institute and/or university, city, state (using ANSI alphabetic state code if in the USA), and country. When an author belongs to more than one institution, their respective addresses should be indicated by superscript numbers.

Statements about equal contributions by two or more authors, or co-first authors, are not permitted.

• Corresponding author
Provide the full name and mailing address of the corresponding author's institution, including laboratory, department, institute and/or university, street name and number, city, state (using ANSI alphabetic state code if in the USA), postal code, country, fax number (if available) and e-mail address. The corresponding author has primary responsibility for correspondence with the journal's Editorial Office.

Abstract
The Abstract should clearly express the basic content of the manuscript. For Original Articles, the Abstract should be structured with the subheadings: Purpose, Methods, Results, and Conclusions. Abstracts for Review Articles, Case Reports, and Short Communications do not require subheadings. Avoid using abbreviations. If it is essential to refer to a previous publication, omit the article title (e.g. Goh V et al. (2022) J Oral Sci 64, 1-5).

Keywords
List 3-6 keywords in alphabetical order after the Abstract.

Introduction
The Introduction should provide sufficient background information to allow the reader to understand the purpose of the investigation and its relationship with other research in related fields. It should not include an extensive review of the literature.

Materials and Methods
The description of the methods should be brief, but it must include sufficient detail to allow the experiments to be repeated.

The manufacturer or supplier of chemicals, animals, microbial strains or equipment should be listed in parentheses when they are first mentioned, along with their location (city, state (using ANSI alphabetic state code if in the USA), country). For example: "The composite (Clearfil Majesty, Kuraray Medical Inc., Tokyo, Japan)...".

If hazardous materials or dangerous procedures are used in the experiments and the precautions related to their handling are not widely recognized, it is recommended that the authors provide the necessary details.

The sample size and evidence of sample size determination should be reported in the Materials and Methods. Quantitative results must be supported by appropriate experimental design, statistical tests, and p-values. Application of parametric or non-parametric analysis should be determined after the analysis of normality and homoscedasticity.

Include clinical trial registration numbers in the Materials and Methods, if applicable.

Results

This section includes the results of the experiments. Tables and figures, including photographs, can be used to present the experimental results (see below). Excessive explanations of the data presented in tables and figures should be avoided. The outcomes of statistical analyses should be reported in the Results together with the associated p-values.

Discussion

The Discussion should concisely describe the authors' interpretation of the results. Novel models or hypotheses may be proposed in this section only if they are suggested by the results obtained in the experiments. Provide any clinical significance in this section based on the results of the study.

Subheadings should not be used in the Discussion, and descriptions of the experimental results should not be repeated in this section. Manuscripts should not include a Conclusion section; rather, sentences relevant to the conclusions should be summarized and moved to the end of the Abstract or Discussion.

Declarations:

Any type of article except a Letter should contain the following sections, which should be placed just before the References. If there are no applicable statements, authors should state "Not applicable" instead of deleting the section.

• Abbreviations

Each abbreviation should be defined when it first appears in the main text, spelling out the term along with the abbreviation in parentheses. Once the abbreviation has been defined, use only the abbreviation thereafter. In the Abbreviations section, list all abbreviations that appear in the manuscript in alphabetical order in the following format:

CAD-CAM: computer-aided design and computer-aided manufacturing; MRI: magnetic resonance imaging; PMMA: poly(methyl methacrylate).

• Ethics Statements

Please see the Ethics Policies section.

• Conflicts of Interest

Authors are required to declare any competing financial or other conflicts of interest in relation to the work described. Please see the 'Author competing interests and conflicts of interest' section for further information. If there are no declared interests, authors should include the following statement in this section of their manuscript: "The authors declare no competing interests." A sample form for the disclosure of conflicts of interest is available at the ICMJE website.

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Authors should list all funding sources for their work in the Funding section of their manuscript. Where possible and for each grant, include the receiving institution, the funding agency, the grant number, and the location (city and country) of the funding agency. The funding statement should include only direct support of the work described.

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(CRediT categories)
Conceptualization / Data curation / Formal analysis / Funding acquisition / Investigation / Methodology / Project administration / Resources / Software / Supervision / Validation / Visualization / Writing – original draft / Writing – review and editing

Example:
AA (author's initials): conceptualization, investigation, methodology, data curation, formal analysis, visualization, and writing – original draft; BB (author's initials): conceptualization, writing – review and editing.
All authors read and approved the final version of the manuscript.

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Example:
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• Data Availability Statement

Authors are encouraged to include a Data Availability Statement in manuscripts that report results from research data. Following Hrynaszkiewicz et al. (2020, http://doi.org/10.5334/dsj-2020-017), statements should include information on where the manuscript's data can be found and (where applicable) directly link to the data. If research data are not publicly available, this should be stated in this section along with any conditions for accessing the data (see 'Availability of data and materials' section).

References

In general, the number of references should be limited to 40 for Original Articles and otherwise by the specifications in the Article Types section.

In the main text, references should be cited in square parentheses using Arabic numerals in the order in which they appear in the text. For example: [1], [2,3], and [1,3,4-8].

Use the style of the examples below. Journal names should be abbreviated using Index Medicus (PubMed) style. References should include the start and end page numbers. List all authors when there are six or fewer (see example 1); when there are seven or more, list the first six and then add "et al." (example 2). Advance publications may be cited in the References (example 3). Do not use the end punctuation after the doi number.

Examples:
Journal articles

1. Goh V, Hassan FW, Baharin B, Rosli TI (2022) Impact of psychological states on periodontitis severity and oral health-related quality of life. J Oral Sci 64, 1-5. doi: 10.2334/josnusd.21-0267

2. Lotif MAL, Valadas LAR, Fechine FV, Fonseca SGC, Bandeira MAM, Dantas TCFB et al. (2022) A double-blind randomized clinical trial of Brazilian red propolis dentifrice efficacy in orthodontic patients. J Oral Sci 64, 28-32. doi: 10.2334/josnusd.21-0270

3. Takeuchi Y, Koizumi H, Imai H, Furuchi M, Takatsu M, Shimoe S (2022) Education and licensure of dental technicians. J Oral Sci, Jul 16, doi: 10.2334/josnusd.22-0173

Other

4. International Organization for Standardization (2009) Dentistry--Polymer-based restorative materials. ISO 4049:2009, Geneve.

5. Ibaragi K, Kazama H, Oguri M (2003) Dental catalyst for chemical polymerization and use thereof. US Patent 6660784 B2, Dec 9.

Non-article sources such as websites, books or software or articles written in languages other than English cannot be cited in the reference list (except ISO standards and patents). They may be cited within the text in square parentheses or in tables.

Example:
[Patel B. Endodontic Diagnosis, Pathology, and Treatment Planning: 35-48, Springer, 2015]
[Kojima K et al., J Dent Mater 6(Spec 10): 112-3, 1987]
[Ministry of Education, Culture, Sports, Science and Technology, Japan, 2024]
Authors are solely responsible for correctly citing references.

Figures

Figures may include line drawings, photographs, diagrams and charts and should be of sufficiently high resolution for direct reproduction in print. Magnifications of photographs should be indicated in the legends and/or by scales included in the photographs. Illustrations must be self-explanatory and numbered consecutively with Arabic numerals (i.e., Fig. 1, Fig. 3-5, etc.). Each figure should have a short title. All text within figures must be presented in Arial font with a font size of at least 20 points. Figure legends should include sufficient experimental details to make the figures intelligible; however, duplicating the descriptions provided in other sections should be avoided. Figures and legends should be grouped together and presented at the end of the manuscript file.

Also note the following:

- Each figure should also be submitted as a jpeg or an editable PowerPoint (pptx) file.
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- Line art (black and white or color) should be at least 1,200 dpi.
- Figures are published in color online at no charge, and in black and white in print.
- All illustrations must be suitable for reproduction across a single column (= 8.8 cm) or a whole page (= 18.4 cm).

Tables

Tables should be numbered consecutively using Arabic numerals (Table 1, Tables 3-5, etc.). Each table should have a title. Explanatory material and footnotes should be typed below the table and should be designated with superscript letters. Ensure that all numerical values in tables are associated with a unit of measurement (for example, at the top of the relevant column). Statistical measures of variation, SD, SEM, etc., should be identified.

Avoid detailed explanations of the experimental conditions used to obtain the data shown in tables; they should be included in other sections as relevant. Tables should be editable and supplied as Microsoft Word (.docx) or Excel (.xlsx) files using Times New Roman font and should be presented after the References section.

【Manuscript Submission】

All manuscripts and the Affirmation of Originality and Assignment of Copyright Form must be submitted via the journal's online submission system, ScholarOne Manuscripts (S1M): https://mc.manuscriptcentral.com/josnusd. The original or revised manuscript text should be uploaded as a Microsoft Word file; a Word file is required for the final manuscript text. Tables and figures may be submitted separately in several other formats.

If you encounter any problems with online submission, please contact the Editorial Office: jos@nihon-u.ac.jp.

【Peer Review Process】

Editorial and peer review process

The journal uses single-anonymized peer review. When a manuscript is submitted to the journal, it is assigned to the Editor-in-Chief, who performs initial screening. Manuscripts that do not fit the journal's scope or are deemed not suitable for publication are rejected without review. The remaining manuscripts are assigned to an Editor, who assigns two reviewers to assess each manuscript.

Upon receipt of the two reviewers' reports, the Editor makes the first decision on the manuscript. If the decision is to request revision of the manuscript, authors have two months (major revision) or one month (minor revision) to resubmit their revised manuscript. Revised manuscripts submitted after this deadline may be treated as new submissions. The Editor may send revised manuscripts to peer reviewers for their feedback or may use his or her own judgment to assess how closely the authors have followed the Editor's and the reviewers' comments on the original manuscript.

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- novel and original
- descriptions of technically rigorous research
- of high interest to the journal's audience
- important additions to the field.

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