

# CMF – Journal of Craniomandibular Function

## Guidelines for authors

The specialist journal “*CMF – Journal of Craniomandibular Function / Zeitschrift für Craniomandibuläre Funktion*” is devoted to the entire spectrum of the function and dysfunction of the craniomandibular system and its related areas (such as the physiology and pathophysiology of oral tissue and the masticatory function, orofacial pain therapy, restorative dentistry). It is primarily addressed to dentists interested in and practicing in the field of functional diagnostics and therapy, but would also like to address other groups interested in craniomandibular function and dysfunction, and among these, particularly physiotherapists and dental technicians. All these original (peer-reviewed) papers should take this objective into account with regard to their content and design.

The papers can be based on scientific studies or overview studies and/or especially interesting examination and treatment techniques and individual cases. The journal accordingly makes a distinction between the following categories of papers.

### Original scientific articles and overview articles

Please structure such papers into the following sections: summary with keywords, introduction (at the end of this indicate the hypothesis being tested), materials and methods (and/or patients and methods), results, discussion, conclusions, references.

### Casuistic articles (case studies)

Reports on the diagnostics, and, if applicable, the treatment of patients are of great interest to the reader when they present the requirements and considerations as well as the method of implementation of the treatment of a patient, structured in a clear and understandable way.

The article should, therefore, be structured as follows: summary with keywords, introduction and problem statement (with relevant literature references), a detailed account of the anamnesis, examination findings of clinical and instrumental, and if necessary of imaging procedures and the diagnosis findings based on this, further clinical (step-by-step) procedure and results, overall assessment/discussion of methods and results, conclusion, and literature references.

### Practice-oriented overview articles

A specific subject, or a procedure used in practice must be presented in a succinct manner. Conclusions and recommendations for the treatment provider should be drawn from this. Statements of particular importance should be highlighted through images or diagrams.

### Practice revisions

Practice revisions are recommendations and practice-oriented instructions to facilitate and/or improve clinical diagnostics and therapy. These articles can be shorter than the previously mentioned categories, but must be exemplified by a sufficient number of illustrations.

### Manuscript preparation

With regard to manuscript preparation, the Journal “*CMF – Journal of Craniomandibular Function / Zeitschrift für Craniomandibuläre Funktion*” should, insofar as possible, follow the guidelines of the International Committee of Medical Journal Editors (Vancouver Group). These contain uniform requirements for manuscripts submitted to biomedical journals (Ann Intern Med 1997;126:36–47).

## German and English manuscript versions

We request that you submit your manuscripts, if possible, in German and English; the German and English versions should exactly match one another, and contain identical text segments. The figure legends should likewise be submitted in both languages. Should it not be possible to an author to present an English and a German version as required, this can be taken care of by the publisher after consultation with the editorial office. We accept case studies, practice reports and practice tips in either German or English, and can arrange for the translation on the part of the publisher. If the illustrations contain text – which should, if possible, be avoided – this must also be submitted in English and German together with the manuscript.

## Requirements for the manuscript

The manuscript length should be limited to roughly 8 pages of text, including a maximum of 24 illustrations (notes on the illustrations: see below). Independently of the type of article, each manuscript should have the following structure: title page, summary with keywords, further text, literature references, explanation of the illustrations, tables. Please number all pages continuously in this order, and heed the following instructions.

## Title page

- Title of the article.
- All authors (first name(s) and surname in full, title, workplace address(es)).
- Short title with max. 60 characters (including blank spaces).
- Correspondence address of the main author (including telephone and fax numbers as well as e-mail address).
- Stamp by the departmental head if the author belongs to an institution, e.g. university clinic or similar.
- Should the article be presented within the framework of a conference organised by the institution, full details of the organiser and the conference.
- Further details (which shall be listed at the end below the printed article):
  - Declaration of the authors with regard to possible conflicts of interest (information on any financial or other connections that could result in a conflict of interests): “The authors further declare that the following conflict of interest exists: ...”.

- Declaration of the authors with regard to the consent of the patient(s) (only when patient examinations have been performed by the authors): “The authors further declare that the patients have documented their agreement with their participation in the documented examination”.
- Information with regard to support by third parties in the form of third-party resources, equipment and medication.

## Summary and keywords

The summary should have a minimum length of 600 characters and a maximum length of 1,200 characters. It must follow the structure of the article, and must be set out on a separate page (= Page 2). A maximum of 10 keywords should be listed in the summary.

## Literature references

The list of literature references must be separate from the rest of the text. The literature references must be numbered continuously in the chronological sequence in which they are named in the text. The references must be numbered in superscript. The literature list at the end of the manuscript should be structured analogously. Use the abbreviated journal names as set out in the “Index Medicus” (see “List of Journals Indexed” under MEDLINE). All authors should be named. The method of citation should be as follows:

1. Lückerath W. Moderne Konzepte zur Dekompressionstherapie bei arthrogenen Störungen des Kiefergelenks. Von der Schienentherapie zur definitiven oralen Rehabilitation. *Quintessenz* 2007;58:503–514.
2. John MT, Miglioretti DL, LeResche L, von Korff M, Critchlow CW. Widespread pain as a risk factor for dysfunctional temporomandibular disorder pain. *Pain* 2003;102:257–263.
3. Starr NL. Establishing a Stable Occlusal Scheme. In: Cohen M (ed). *Interdisciplinary Treatment Planning. Principles, Design, Implementation*. Chicago: Quintessence, 2008.

## Figure legends

Like the list of literature references, figure legends must also be given on separate pages. These should be brief, but not just in note form, but must give a full explanation of the content of the illustrations.

## Illustrations

The illustrations themselves can be submitted in the form of digital images; the digital data must comply with the following requirements: a minimum resolution of 300 dpi for an image size of 9 x 6 cm stored in TIF or JPG format (under minimum data compression, as otherwise image information will be lost); for photographs from a digital camera, this means a minimum resolution of 1200 x 900 pixels. In the case of slides, please submit these instead of scanning them with a slide scanner, since for the purposes of offset printing, the best results are obtained with our high-end drum scanner. Graphics generated using a graphics program should be presented in EPS format. Radiographs should likewise be presented in the original, as we prefer to scan these in-house. Alternatively, the above instructions apply to image files. Please number all images used in the manuscript continuously, and name these chronologically in the text of the article. In the case of patient images, it is the author's own responsibility to obtain the consent of the respective patient/the patient's legal representative, and to ensure that the submission of the images does not infringe any copyright.

Transfer of the figures by Online File Exchange Tool: This web tool allows you to upload large files (< 350.0 MB) to our server. Please archive your figures with a maximum size of 350 MB first. Then upload these archives with the following link: <http://files.qvnet.de/cmff/>, password on request. Please name the archive with your name and "CMF" so we can identify the figures. Original artwork or slides may still be required of the author after acceptance of the article.

## Tables

Please submit tables separately on A4 pages. All tables should be titled, and should each show a clear structure. Data in tabular form should not appear additionally in the continuous text, a reference to the respective table is instead sufficient. These references should appear in chronological order in the text.

## Language

Since the journal is primarily addressed to dentists working in the field of functionally oriented and/or restorative dentistry, we place great importance on generally understandable language, a clear structure and the attractive presentation/illustration of the content. The style should correspond to that of high-quality specialist journalism. Scientific insights with rel-

evance for dental practice should be expressed in a reader-friendly manner. Clear, succinct conclusions are to be presented as a separate section at the end of the articles, taking the clinical relevance into account.

## Trade names

If the trade name of a product is given, please indicate the manufacturer, giving the place and the corresponding country in brackets at the first mention of this product.

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## Copyright

The evaluation of the manuscript for publication can take place only when this has been submitted together with the obligatory "Mandatory Submission and Copyright Form". This form can be ordered under [info@quintpub.co.uk](mailto:info@quintpub.co.uk) or [friedrich@quintessenz.de](mailto:friedrich@quintessenz.de). The form must be signed by all authors (separate forms are permitted). After an article has been accepted for publication, the copyright is held by Quintessenz-Verlag. By sending in the manuscript, the author transfers to the publisher the right to print and disseminate the article. The publisher receives the right for reprinting and translation into other languages. The author declares his/her consent with the inclusion of his/her article in databases, and in electronic form both offline (e.g. CD, DVD) and online (e.g. internet). Publication elsewhere always requires the previous permission of the publisher. The editorial office reserves the right to make any required stylistic changes.

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## Anonymisation of patient photographs

In cases in which a patient is identifiable, the separate written consent on the part of the patient is necessary for the permission for publication. Any details that could identify the patient should be omitted as these are not absolutely necessary. Patient photographs should be anonymised by concealing the eyes of the patient.

### Third-party funding and commercial interests

Any support via grants or third-party funding, as well as all other forms of direct or indirect participation or commercial interest, must be stated. The authors must indicate whether the procedure used complies with the ethical standards of the respective (institutional and national) committee responsible, and with the declaration of Helsinki of 1975 in the revised version from the year 2000 (<http://www.wma.net/en/30publications/10policies/b3/index.html>). It should furthermore be indicated when written consent was given after being informed.

### Manuscript submission

The (previously unpublished) manuscripts should be sent on CD (plus one printout – printed on one side) to this address only:

Quintessenz Verlags-GmbH  
Redaktion "CMF", Anke Schiemann  
Ifenpfad 2–4, 12107 Berlin, Germany  
Or by e-mail to: [schiemann@quintessenz.de](mailto:schiemann@quintessenz.de)

### Evaluation

All articles evaluated are first subject to anonymous evaluation by the editorial department/the scientific committee (peer-review procedure). Articles accepted for publication shall be edited on the part of the publisher by native speakers.

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The main author shall receive, free of charge, a PDF document of the published article as an electronic sample copy as well as ten copies of the complete journal. The commercial use of the document is not permitted under any circumstances (copyright note). Special reprints can be ordered from the publisher for a fee. Please contact:

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