

# GUIDELINES FOR AUTHORS

## General Information

*Quintessence International* publishes only clinically relevant scientific papers, topic reviews, systematic reviews, case reports, and method presentation articles in the field of dentistry. Original articles are published in all dentistry-related disciplines, relevant to dental and oral diseases and management. The journal aims to serve dentists in their practice by sharing and improving knowledge and experience.

Please read the instructions below for details on the submission of manuscripts and the journal's requirements and standards.

Original articles are considered for publication on the condition that they have not been published or submitted for publication elsewhere.

- The publisher reserves the right to edit manuscripts for length and to ensure conciseness, clarity, and stylistic consistency, subject to the author's final approval.
- Manuscripts are reviewed and selected in a blinded process by editors and appropriate content experts. Therefore, it is important that submitted manuscripts and illustrations do not contain information that will identify the paper's origin (except for the title page, which will not be sent to reviewers).
- Manuscripts that do not follow these instructions will be rejected.

**Appeal of Decision:** The editorial board's decision is final and cannot be appealed.

**Manuscript Submission Procedure:** Upload manuscripts as Word files with tables and downsized figures at the end of the document. Authors are required to use *Quintessence International's* online submission service: <https://qi.manuscriptmanager.net>

### Permissions and Waivers:

If all or parts of previously published material are used, permission must be obtained from the copyright holder. It is the author's responsibility to obtain these in writing and provide copies to *Quintessence International*. Waivers must be obtained for photographs showing identifiable people. When such waivers are not supplied, faces will be masked to prevent identification.

Permissions and waivers must be sent with the Mandatory Submission Form to the Managing Editor.

### Copyright Assignment:

The Mandatory Submission Form, available at <http://qi.quintessenz.de>, must be signed by all authors and sent by email to the Managing Editor ([elizabeth.ducker@googlemail.com](mailto:elizabeth.ducker@googlemail.com)) or faxed to the Production Manager (+49 (0) 30 761 80-693) upon notification of article acceptance.

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Correspondence to the journal is accepted on the understanding that the contributing author licences the publisher to publish the letter as part of the journal or separately from it, in the exercise of any subsidiary rights relating to the journal and its contents.

## Ethical Guidelines

### Authorship:

Authors submitting a paper do so on the understanding that it has been read and approved by all authors and that all authors agree to the submission of the manuscript. The number of authors is limited to 6; the inclusion of more than 6 authors must be justified in writing.

### Acknowledgments:

Specify contributors to the article other than accredited authors. Also include any funding sources for the study, as well as any potential conflicts of interest.

### Conflict of Interest/Source of Funding:

It is necessary that information on potential conflicts of interest be part of the manuscript. *Quintessence International* requires all sources of institutional, private, and corporate financial support for the work within the manuscript to be fully acknowledged and any potential conflicts of interest noted. Grant or contribution numbers should be acknowledged, and principal grant holders should be listed. Please include the information under *Acknowledgments*.

### Ethical Approval:

Experimentation involving human subjects will be published only if such research has been conducted in full accordance with ethical principles, including the World Medical Association Declaration of Helsinki and any additional requirements of the country in which the research was conducted. Manuscripts must include a statement that the experiments were undertaken with the understanding and written consent of each subject and according to the abovementioned principles. A statement regarding the fact that the study has been independently reviewed and approved by an ethical board should also be included. Editors reserve the right to reject papers if there is doubt as to whether appropriate procedures have been used.

### Clinical Trials:

Report clinical trials using the CONSORT guidelines at [www.consort-statement.org](http://www.consort-statement.org). A CONSORT checklist and a flowchart should also be included in the submission material.

## Manuscript Format and Structure

### Presentation:

The presentation must clearly convey clinical reports, research findings, or review objectives. Try to avoid using technical jargon, but clearly explain where its use is inevitable. Titles, abstracts, and main text should be written in language readily intelligible to any dentist.

### Abbreviations/Acronyms:

Abbreviations should be kept to a minimum, particularly those that are not standard. Terms and names referred to as abbreviations or acronyms should be written out when first used with the abbreviation in parentheses. Standard units of measurement need not be spelled out.

### Names of Teeth:

The complete names of individual teeth must be given in the text. Only in tables and figures, individual teeth can be identified using the FDI 2-digit system if full tooth names are too unwieldy.

### Structure:

Include a title page, *Abstract*, main text, *References*, *Acknowledgments*, and tables, figures, and legends as appropriate.

**Title Page:**

Include the title of the article and the full name, degrees, title, and professional affiliation of every author. If the paper was presented in a conference or to an organized group, note the name of the conference or organization, location, and date. List up to 6 key words in alphabetical order. Provide the address, fax number, and email address of the corresponding author.

**Tables and Figures:**

Illustrations and tables should be numbered and cited in the text in order of appearance and grouped at the end of the text. When necessary, high-resolution images must be sent to the Managing Editor upon article acceptance: Elizabeth Ducker (elizabeth.ducker@googlemail.com).

Note that original artwork or slides may still be required after acceptance of the article and that article acceptance is pending receipt of acceptable art. Although low-quality images may be adequate for review purposes, print publication requires high-quality images. Submit EPS (line art) or TIFF/JPEG (photographs) files only. Photographs should have a resolution of 300 dpi and line drawings should have a resolution of 600 to 1200 dpi in relation to the reproduction size. EPS files should be saved with fonts embedded.

**Figure Legends:**

Figure legends should begin with a brief title for the whole figure and continue with a short description of each panel and the symbols used.

**Reference List:**

Literature references in the text should be cited using superscript numbers (after punctuation) in order of appearance, and correspond to the numbered reference list. All references cited in the text must be listed at the end of the paper. Do not include unpublished data or personal communications in the reference list.

*Standard Scientific Journal:*

Benoliel R, Eliav E. Neuropathic orofacial pain. *Oral Maxillofac Surg Clin North Am* 2008;20:237–254.

*Journal Supplement:*

Bartlett D, Ganss C, Lussi A. Basic Erosive Wear Examination (BEWE): A new scoring system for scientific and clinical needs. *Clin Oral Investig* 2008;12(Suppl 1):S65–S68.

*Standard Text Book:*

Kielbassa AM (ed). *Radiotherapy of the Head and Neck. Implications for dentists, ear-nose-throat physicians, and radiologists* [in German]. Hannover: Schlütersche, 2004:43.

*Book Chapter:*

Paul S. Nonmetal posts: How do they fare in daily dentistry? In: Sadan A (ed). *Quintessence of Dental Technology 2008*. Chicago: Quintessence, 2008:61–70.

*Thesis:*

Müller J. Penetration and sealing ability of different adhesives in subsurface lesions of enamel [in German]. Berlin: Doctoral Thesis, 2005:28.

*Internet/URL:*

The WHO Oral Health website. Available at: [http://www.who.int/oral\\_health](http://www.who.int/oral_health). Accessed 17 August 2013.

**Manuscript Types**

All articles should be clinically relevant to all dentistry-related disciplines and addressed to the general dentist.

**Topic Review and Systematic Review Articles:**

The review can be a topic review or systematic review. It should cover a topic of interest for the general practitioner and should address a clinical problem, diagnosis, or treatment. Reviews should offer a broad view of the field.

The review *Abstract* should have not more than 250 words and include: *Objectives, Data Sources, and Conclusion*.

The main text should be divided into *Introduction, Data Sources, Resources Selection, Review, Discussion, and Conclusion*. Search strategies must be described and the use of evidence-based systematic approaches is expected. The *Discussion* and *Conclusion* should address the relevance to the general practitioner and should be supported with clinically relevant photographs.

**Original Scientific Articles:**

Original scientific articles must reach the highest international standards in the field and should be relevant to dental practice. The articles should describe significant and original experimental observations and provide sufficient details so that the observations can be critically evaluated and, if necessary, repeated.

The article *Abstract* should be no more than 250 words giving details of what was done, using the following structure: *Objectives*: A clear statement of the main goal of the study and any tested hypotheses. *Method and Materials*: Describe the methods, study design, and data analysis. *Results*: Main results of the study, including the outcome of any statistical analysis. *Conclusion*: State the major conclusions of the study and their implications and relevance to the practice of dentistry.

The main text should include *Introduction, Method and Materials, Results, Discussion, and Conclusion* sections.

The *Introduction* should summarize the background of the research objectives and should emphasize the relevance of the study to the practice of dentistry.

The *Method and Materials* section must contain sufficient detail such that, in combination with the references cited, all clinical trials and experiments reported can be fully reproduced. Manufacturers of materials should be named, known methods should be referenced, and data analysis should be described.

The *Results* section should be presented in a logical sequence in the text, tables, and illustrations.

The *Discussion* section should include association to previous studies, and implications of the findings to the practice of dentistry should be included.

The *Conclusion* section should not summarize the findings. Instead, the conclusions should relate to the aims of the study and the relevance to dental practice. The conclusions should be supported by the data.

**Case Reports and Short Case Presentation Articles:**

Case reports should have importance and significance to the practitioner; repetition of well-known and extensively published conditions or methods will not be accepted. Case reports should include: *Abstract, Introduction, Case Presentation, Discussion, and Conclusion/Recommendation* when necessary. The *Abstract* should have not more than 250 words and summarize the case. The article should emphasize the new information provided and the relevance to general practitioners. Sufficient follow-up period is required, and high-quality images should be included.

**Short Case Presentations:** These should be used for interesting but simpler cases, which the authors would like to share with the readers. The abstract should include not more than 150 words and the main text is limited to 800 words. Only four illustrations and five references can be included.

**Method Presentation Articles:** The method presentation must offer significant improvements in clinical practice (a novel technique, technological breakthrough, or practical approaches to clinical challenges). The main text should be divided into an *Introduction, Report, and Discussion*. All parts should be well-illustrated with clinical images, radiographs, diagrams, and, where appropriate, supporting tables and graphs.