

# ORTHODONTICS

## *The Art and Practice of Dentofacial Enhancement*

### Guidelines For Authors

ORTHODONTICS *The Art and Practice of Dentofacial Enhancement* (ORTHO) will consider for publication original articles on dentofacial enhancement that fall under the following 10 categories:

1. **Editorial** [Upon request only.]
2. **Technology** [Latest innovation in technology related to orthodontics. Abstract mandatory.]
3. **Controversy** [Controversial topics in orthodontics. Pros and cons should be discussed. Abstract mandatory.]
4. **Treatment Planning Challenge** [Upon request only. No abstract required.]
5. **Case Reports** [Must include high-quality before and after photographs with full description of treatment sequence. No abstract required.]
6. **Scientific Innovations** [Scientific updates, research—in vivo and in vitro. Abstract, discussion, and conclusions are mandatory.]
7. **Practice Pearls** [Tips and tricks for orthodontists' daily work. Limit 4 pages. No abstract required.]
8. **Management** [Practice management, marketing, and psychological aspects of orthodontic treatment. Limit 6 pages. Abstract mandatory.]
9. **Interdisciplinary Advances** [Cases and/or research with interdisciplinary orientation. All disciplines should be well presented in the article. No abstract required.]
10. **Vignettes** [Stories from the history of orthodontics, appliance invention, etc. Limit 4 pages. No abstract required.]

### MANUSCRIPT SUBMISSION

Submit manuscripts via ORTHO's online submission service:

[www.manuscriptmanager.com/ortho](http://www.manuscriptmanager.com/ortho)

Follow the simple step-by-step instructions. As the last step, you will upload your manuscript, which should be a PC Word (doc) file with tables and figures included at the end of the document.

### MANUSCRIPT PREPARATION

- The journal will follow as much as possible the recommendations of the International Committee of Medical Journal Editors (Vancouver Group) in regard to preparation of manuscripts and authorship (Uniform requirements for manuscripts submitted to biomedical journals: <http://www.icmje.org>).
- Manuscripts should be typed in a 12-point font and double-spaced. Pages should be numbered.
- The first page(s) should include the title of the article and the complete names, academic degrees, titles, professional affiliations, full addresses, faxes, and emails of all authors. The corresponding author should be clearly noted; if it is not, the first author will be assumed to be the corresponding author.

- **Abstract/key words.** Abstracts should include a maximum of 250 words. Abstracts for Scientific Innovations articles must be structured: Purpose, Materials and Methods, Results, and Conclusions. Abstracts for all other types of articles that require one (see description of 10 article categories) need not be structured; these articles should also include up to 6 key words.
- **Article text.** See page limits for the 10 types of articles.
- **Acknowledgments.** Persons who have made substantive contributions to the study can be acknowledged at the end of the article. Also specify grant or other financial support, citing the name of the supporting organization and grant number.
- **Legends.** Figure legends should be typed as group at the end of the manuscript. Detailed legends are encouraged. For photomicrographs, specify original magnification and stain.
- **Tables.** Each table should be logically organized, typed on a separate page at the end of the manuscript, and numbered consecutively. Table title and footnotes should be typed on the same page as the table.
- **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.

### REFERENCES

- All references must be cited in the text, numbered in order of appearance.
- The reference list should appear at the end of the article in numeric sequence.
- Do not include unpublished data or personal communications in the reference list. Cite such references parenthetically in the text and include a date.
- Avoid using abstracts as references.
- Provide complete information for each reference, including names of all authors (up to six). If the reference is to part of a book, also include title of the chapter and names of the book's editor(s).

### Journal reference style:

1. Pancherz H, Knapp V, Erbe C, Heis AM. Divine proportions in attractive and nonattractive faces. *World J Orthod* 2010;11:27–42.

### Book reference style:

1. Sarver DM, Ackerman MB. Dynamic smile visualization and quantification and its impact on orthodontic diagnosis and treatment planning. In: Romano R (ed): *The Art of the Smile*. Chicago: Quintessence, 2005:99–139.

### REVIEW/EDITING PROCESS

- Manuscripts will be reviewed by the editors and reviewers with expertise in the field that encompasses the article.
- Reviews will be completed within 45 days of article submission.

- Original articles are considered for publication on the condition they have not been published or submitted for publication elsewhere.
- Manuscripts that are not prepared in accordance with these guidelines will be returned to the author before review.
- The editor and publisher reserve the right to edit all manuscripts to fit the space available and to ensure conciseness, clarity, and stylistic consistency.

### ARTICLE ACCEPTANCE

Article acceptance is pending receipt of images judged to be of sufficient quality for publication (see the guidelines below). Once a manuscript is accepted, authors should submit high-resolution digital image files (on disk) to:

**Managing Editor**  
*Orthodontics*  
Quintessence Publishing Co, Inc  
4350 Chandler Drive  
Hanover Park, IL 60133

The disk/package should be labeled with the first author's name, shortened article title, and code number assigned upon acceptance.

### DIGITAL IMAGE FORMAT

When preparing final images to send, consider the following points:

- Resolution must be at least 300 dpi when the image is 3 inches wide.
- Images saved in TIFF format are preferred, but JPG or EPS files are acceptable.
- Images grouped together must be saved as individual files.
- Images containing type should either be saved as a layered file or provided along with a second file with type removed.
- Line art (graphs, charts, line drawings) should be provided as vector art (Illustrator or EPS files)
- Please do not embed images into other types of documents (eg, Word, Excel, PowerPoint, etc).

### MANDATORY SUBMISSION FORM

The Mandatory Submission Form (accessible at [www.quintpub.com](http://www.quintpub.com)) must be signed by all authors and can be uploaded as a separate document with the article submission, or it can be mailed (see address above) or faxed (630-736-3634) to the ORTHO Managing Editor.

### PERMISSIONS AND WAIVERS

- Permission of author and publisher must be obtained for the direct use of material (text, photos, drawings) under copyright that does not belong to the author.
- Waivers must be obtained for photographs showing persons.
- Permissions and waivers should be faxed along with the Mandatory Submission Form to the ORTHO Managing Editor (630-736-3634).

### REPRINTS

Reprints can be ordered from the publisher. Authors receive a 40% discount on quantities of 100 or 200.