



Chiang Mai University's Faculty of Dentistry publishes academic research articles in the newly titled - **Oral Sciences Reports**, which was previously known as *Chiang Mai Dental Journal (CMDJ)*. The journal was originally established for the purposes of publishing academic research articles by the Faculty of Dentistry at Chiang Mai University in 1977. In the current report, editors and experts in their respective fields review articles received from authors prior to being published to ensure that the content of all articles is up-to-date, universal, logical, and in accordance with academic principles so the reader can apply knowledge and cite works in the development of dentistry for the purposes of advancing future research while being beneficial to patients and society.

At present, **Oral Sciences Reports** openly receives all submissions through an online journal review process system. The new online system also allows reviewers and researchers an ability to read 3 issues each year.

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## Aim and Scope of the Journal

To compile research and content that is up to date and usable to all branches of dentistry and related fields. The articles in **Oral Sciences Reports** are fundamental research work, including original articles, review articles, case reports/series, short communications, and letters to the editor.

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## Policy

Accepted articles will be fairly reviewed by the editors and experts with full transparency through the following process.

1. The articles must be correct according to academic principles and not duplicate works that have been previously published.
2. The articles will be considered and reviewed through a non-bias process by concealing the names of authors and related persons in the considered documents while also concealing the names of the experts and reviewers who review the articles (double-blind review).
3. The review process can be tracked online. The article authors can review the status of their article and are able to follow up on the article evaluation through the online process. The duration of each step is closely monitored so that the articles can be published on time.
4. Authors of articles are responsible to review and verify the accuracy of the text, images, tables in the articles before publication.
5. Articles published in **Oral Sciences Reports** are the copyright of **Oral Sciences Reports**, which forbids anyone from duplicating published articles for any purpose without explicit permission from **Oral Sciences Reports**.

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## Indexing

Thai Journal Citation Index Centre (TCI) Tier 1  
Asian Citation Index (ACI)  
Google Scholar

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## Editorial Board

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**Yuniardini Wimardhani**, University of Indonesia, Jakarta, Indonesia

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### Types of Submission

**Oral Sciences Reports** invites the following submissions:

1. Original Articles Original contributions of research reports or unpublished recent academic research to the development and applications in dentistry and related fields. The original article must not exceed 4000 words in length and must contain no more than 10 figures and tables in total.

- |                          |   |
|--------------------------|---|
| 2. Review Articles       | Comprehensive reviews of special areas of focus in dentistry and related fields. Articles that contain important collected data from numerous books or journals and from the writer's experience. Information should be described, reviewed, compared, and analyzed. The review article must not exceed 4000 words in length and must contain no more than 10 figures and tables in total.  |
| 3. Systematic Reviews    | Clearly formulated reviews that uses systematic and reproducible methods to identify, select and critically appraise all relevant research, and to collect and analyze data from the studies that are included in the review.   |
| 4. Case Reports/Series   | Original findings that highlight novel technical and/or clinical aspects in dentistry and related fields which include clinical symptoms, diagnosis, patient care, treatment, follow-up, and evaluation. The report must not exceed 2500 words in length and must contain no more than 5 figures.   |
| 5. Letters to the Editor | Letters to the editors are short articles that comment on or provide additional information regarding a recently published article. Letters are a way for researchers to engage in a scientific conversation and discuss the implications of published work. Despite their brevity, letters to the editor should uphold academic integrity and contribute to the dynamic. The manuscript length, excluding references, should not exceed 1,000 words. |

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## Submission Checklist

Authors should ensure to prepare the following items for submission. Failure to complete the required items may contribute to the delay of publication process. Please check the relevant section in this guideline for more details.

- |                                       |   |
|---------------------------------------|---|
| 1. Title page                         | Must include title of the article, author names and affiliations. One author has been designated as the corresponding author with contact details (e-mail address and full postal address) (see ‘Title page’ section for more information and an example)   |
| 2. CRediT Contribution                | Author will be asked to provide CRediT Contributions as well as their degree of contribution at the time of the original submission. CRediT Contribution is a high-level classification of the diverse roles performed in the work leading to a published research output in the sciences. Its purpose to provide transparency in contributions to scholarly published work, to enable improved systems of attribution, credit, and accountability. |
| 3. Abstract                           | Must not exceed 250 words. Relevant keywords (up to five keywords) must be included at the end of the abstract. (see the ‘Abstract’ section for more details)   |
| 4. Main Manuscript                    | Author details and affiliation must not be included. (see ‘Manuscript’ section for more details)  |
| 5. Figures                            | Should include relevant captions. (see the ‘Figures’ section for more details)  |
| 6. Tables                             | Should include titles, description, and footnotes. (see the ‘Tables’ section for more details)  |
| 7. Supplementary data (if applicable) |   |

Additional considerations the author should confirm before submission:

1. Manuscript must be ‘spell-checked’, ‘grammar-checked’, and ‘plagiarism-checked’.
2. All figures, tables, and references mentioned in the text should match the files provided.

3. Permission must be obtained for use of copyrighted material from other sources (including the internet).
4. Authors must provide conflicts of interest statement, even if there is no conflict of interests to declare.

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## **Ethical Guidelines**

Authors must acknowledge to the following ethical guidelines for publication and research.

### *A. Authorship and Author Contributions*

The policy of Oral Sciences Reports that only ONE corresponding author is accepted. Where there is any uncertainty regarding authorship, the editor of the journal reserves the right to contact the corresponding author of the study for further information. Authors must acknowledge that the manuscript has been read and approved by all authors and that all authors agree to the submission of the manuscript to the Journal. Authors are required to identify the contributions for which they are responsible. Author will be asked to provide CRediT Contributions as well as their degree of contribution at the time of the original submission. CRediT Contribution is a high-level classification of the diverse roles performed in the work leading to a published research output in the sciences. Its purpose to provide transparency in contributions to scholarly published work, to enable improved systems of attribution, credit, and accountability.

Authors are expected to carefully consider the list and order of authors before submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion, or rearrangement of author names in the authorship list should be made only before the manuscript has been accepted and only if approved by the editor of the journal. To request such a change, the editor must receive the following from the corresponding author:

- (a) The reason for the change in the author list
- (b) Written confirmation (e-mail, letter) from all authors that they agree with the addition, removal, or rearrangement.

In case of addition or removal of authors, these must be confirmed from the author being added or removed. Please be informed that changes of the

authorship cannot be made in any circumstances after the manuscript has been accepted.

### *B. Ethical Considerations*

All studies using human or animal subjects should include an explicit statement in the Material and Methods section identifying the review and ethics committee's approval for each study. Experimentation involving human subjects will only be published if such research has been conducted in full accordance with the World Medical Association Declaration of Helsinki (version 2008) and the additional requirements or with ethical principles of the country where the research has been carried out. Manuscripts must be accompanied by a statement that the experiments were undertaken with the understanding and written consent of each subject and according to the above-mentioned principles.

Experimentation involving animal subjects should be carried out in accordance with the guidelines laid down by the National Institute of Health (NIH) in the USA or with the European Communities Council Directive of 24 November 1986 (86/609/EEC) and in accordance with local laws and regulations. Editors reserve the right to reject papers if there is doubt as to whether appropriate procedures have been used.

### *C. Clinical Trials*

All clinical trials must register in any of the following public clinical trials registries:

- [Thai Clinical Trials Registry \(TCTR\)](#)
- [NIH Clinical Trials Database](#)
- [EU Clinical Trials Register](#)
- [ISRCTN Registry](#)

The clinical trial registration number and name of the trial register should be included in Materials and Methods of the manuscript. For epidemiological observational trials, authors of epidemiological human observations studies are required to review and submit a 'strengthening the reporting of observational studies in Epidemiology' ([STROBE](#)) checklist and statement. Compliance with this must be detailed in Materials and Methods.

### *D. Systematic Review*

The abstract and main body of the systematic review should be reported using the PRISMA for Abstract and PRISMA guidelines respectively. Authors submitting a systematic review should register the protocol in one of the readily-accessible sources/databases at the time of project inception and not retrospectively (e.g. PROSPERO database, OSF registries). The protocol registration number, name of the database or journal reference should be provided at the submission stage in Materials and Methods. A PRISMA checklist and flow diagram (as a Figure) should also be included in the submission material.

#### *E. Conflicts of Interest*

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Potential sources of conflict of interest include (but are not limited to) patent or stock ownership, membership of a company board of directors, membership of an advisory board or committee for a company, and consultancy for or receipt of speaker's fees from a company. If there are no interests to declare, please state 'The authors declare no conflict of interest'. Authors must disclose any interests in the section after acknowledgments.

#### *F. Submission Declaration and Verification*

Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. The conference proceedings are allowed to be part of the article if the contents do not exceed 70% of the article.

#### *G. Copyright*

As an author, you have certain rights to reuse your work. Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. Permission of the Publisher is



required for resale or distribution outside the institution and for all other derivative works, including compilations and translations. If excerpts from other copyrighted works are included, the author(s) must credit the source(s) in the article.

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## **Manuscript Preparation**

All texts in the submitted manuscript are required to be inclusive language throughout that acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (for instance by using 'chairperson' instead of 'chairman' and 'flight attendant' instead of 'stewardess'). Articles should make no assumptions about the beliefs or commitments of any reader, should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, religion, culture, or any other characteristic.

### **A. Title page**

The title page will remain separate from the manuscript throughout the peer review process and will not be sent to the reviewers. It should include these following details:

- Title should be concise, information-retrieval, and not exceed 30 words. Please avoid abbreviations and formulae where possible.
- Author names and affiliations. Please clearly indicate the given name(s) and family name(s) of each author are accurately spelled. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript number immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and the e-mail address of each author.
- Corresponding author will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. Please ensure that the e-mail address and contact details given are kept up to date by the corresponding author.

### **B. Abstract**

Abstract must not exceed 250 words with concise and informative explanations about the article. Authors must prepare an abstract separately from the main manuscript using Microsoft Word processing software (.doc or .docx). Please avoid references and uncommon abbreviations, but if essential, abbreviations must be defined at their first mention in the abstract itself. **Abstract structure of the original articles must consist of 'Objectives, Methods, Results, and Conclusions'.**

Abstract of other types of submitted articles should be summarized in one paragraph. Up to five keywords relevant to the articles must be provided and arranged in alphabetical order.

### **C. Manuscript**

Oral Sciences Reports adheres to a double-blinded review. The main body of the paper (including the references, figures, tables and any acknowledgements) must not include any identifying information, such as the authors' names. The layout of the manuscript must be as simple as possible with double-spaced, single column format with Sans Serif font and uploaded as an editable Microsoft Word processing file (.doc or .docx). Complex codes or hyphenate options must be avoided, but the emphatic options such as bold face, italics, subscripts, and superscripts, etc. are encouraged.

#### **1. Original Article**

- *Introduction* should include literature reviews of previous studies, research questions, and the rationale for conducting the study. The Introduction should not be too long and should be easy to read and understand while avoiding a detailed literature survey or a summary of the results.
- *Methods* should provide sufficient details in a logical sequence to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized and indicated by a reference. If quoting directly from a previously published method, use quotation marks and cite the source. Any modifications to existing methods should also be described.
- *Results* should show the data gained from the study's design in text, tables and/or illustrations, as appropriate, and be clear and concise.

- *Discussion* is criticism, explanation, and defense of the results from the standpoint of the author, and comparison with other peoples' reports. The discussion can include criticism of materials, methods and study results, problems, and difficulties, pointing out the benefits of adoption and providing feedback where appropriate. Discussions should explore the significance of the results of the work, not repeat them. Avoid extensive citations and discussion of published literature.
- *Conclusions* refers to a summary of the study or research results.
- *Acknowledgments* Please specify contributors to the article other than the authors accredited. Please also include specifications of the source of funding for the study.

Formatting of funding source:

*This work was supported by the 1<sup>st</sup> organization name [grant numbers xxxx]; the 2<sup>nd</sup> organization name [grant number yyyy]; and the 3<sup>rd</sup> organization name [grant number zzzz].*

If no funding has been provided for the research, please include the following sentence:

*This research did not receive any specific grant or funding from funding agencies in the public, commercial, or not-for-profit sectors.*

- *References* should be confined to documents relating to the author's article or study. The number should not exceed 80, placed in order and using numbers which are superscripted and put in parentheses, starting with number 1 in the article and in reference document's name. (see '[References](#)' section for more information regarding reference formatting)

2. **Review Articles** should be divided into Introduction, Review and Conclusions. The Introduction section should be focused to place the subject matter in context and to justify the need for the review. The Review section should be divided into logical sub-sections in order to improve readability and enhance understanding. Search strategies must be described, and the use of state-of-the-art evidence-based systematic approaches is expected. The use of tabulated and illustrative material

is encouraged. The Conclusion section should reach clear conclusions and/or recommendations on the basis of the evidence presented.

### 3. Systematic Review

- Introduction should be focused to place the subject matter in context and to justify the need for the review.
- Methods should be divided into logical sub-sections in order to improve readability and enhance understanding (e.g. details of protocol registration, literature search process, inclusion/exclusion criteria, data extraction, quality assessment, outcome(s) of interest, data synthesis and statistical analysis, quality of evidence).
- Results should present in structured fashion (e.g. results of the search process, characteristics of the included studies, results of primary meta-analysis, additional analysis, publication bias, quality of evidence).
- Discussion should summarize the results, highlighting completeness and applicability of evidence, quality of evidence, agreements and disagreements with other studies or reviews, strength and limitations, implications for practice and research.
- Conclusion(s) should reach clear conclusions and/or recommendations on the basis of the evidence presented.

4. Case Reports/Series should be divided into Introduction, Case report, Discussion and Conclusions. They should be well illustrated with clinical images, radiographs and histologic figures and supporting tables where appropriate. However, all illustrations must be of the highest quality.

There are some necessary considerations which should be comprehended and consistent throughout the article:

1. Abbreviations: define abbreviations at their first occurrence in the article: in the abstract and in the main text after it. Please ensure consistency of abbreviations throughout the article.
2. Mathematical expressions: the numbers identifying mathematical expressions should be placed in parentheses after the equation, flush to the right margin; when referring to equations within text, use the following style: Eq. (5), Eqs. (3-10), [see Eq. (4)], etc.

3. Nomenclature: abbreviations and acronyms should be spelled out the first time they are used in the manuscript or spelled out in tables and figures (if necessary). Units of measure and time require no explanation. Dental nomenclature in the manuscript should be complete words, such as maxillary right central incisor. Numbering of teeth from pictures or tables should follow the FDI two-digit system.
4. Units: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.
5. Product identification: all products mentioned in the text should be identified with the name of the manufacturer, city, state, and country in parentheses after the first mention of the product, for example, The ceramic crown was cemented on dentin surface with resin cement (RelyX™ U200, 3M ESPE, St. Paul, MN, USA)...

#### **D. Figures**

Figures should be prepared and submitted separately from the main manuscript. Color artworks are encouraged at no additional charge. Regardless of the application used other than Microsoft Office, when the electronic artwork is finalized, please 'save as 'or 'export 'or convert the images to **EPS, TIFF, or JPEG format with the minimum resolution of 300 dpi**. Keep the artwork in uniform lettering, sizing, and similar fonts. Please do not submit graphics that are too low in resolution or disproportionately large for the content. Authors must submit each illustration as a separate file.

Please ensure that each illustration has a caption according to their sequence in the text and supply captions separately in editable Microsoft Word processing file (.doc or .docx), not attached to the figure. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

#### **E. Tables**

Please submit tables as editable Microsoft Word processing files (.doc or .docx), not as images, and avoid using vertical rules and shading in table cells. Each table should be placed on a separate page, not next to the relevant text in the article. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body while ensuring that the

data presented in them does not duplicate results described elsewhere in the article.

## **F. References**

### *Citation in text*

Any citations in the text should be placed in order and using numbers which are superscripted and put in parentheses. Please ensure that all citations are also present in the reference list consecutively in accordance with their appearance in the text.

### *Reference style*

All references should be brought together at the end of the paper consecutively in accordance with their appearance in the text and should be in the Vancouver reference format. Please follow these examples of correct reference format below:

#### **1. Journal Article**

##### **1.1. One to six authors**

Author(s) – Family name and initials. Title of article. Abbreviated journal title. Publication year;volume(issue):pages.

##### **Example:**

Parvez GM. Pharmacological activities of mango (*Mangifera Indica*): A review. *J Pharmacognosy Phytother*. 2016;5(3):1-7.

Or

Choi YS, Cho IH. An effect of immediate dentin sealing on the shear bond strength of resin cement to porcelain restoration. *J Adv Prosthodont*. 2010;2(2):39-45.

Or

Firmino RT, Ferreira FM, Martins CC, Granville-Garcia AF, Fraiz FC, Paiva SM. Is parental oral health literacy a predictor of children's oral health outcomes? Systematic review of the literature. *Int J Paediatr Dent*. 2018;28(5):459-71.

##### **1.2. More than six authors**

Author(s) – Family name and initials of the first six authors, et al. Title of article. Abbreviated journal title. Publication year;volume(issue):pages.

**Example:**

Vera J, Siqueira Jr JF, Ricucci D, Loghin S, Fernández N, Flores B, et al. One-versus two-visit endodontic treatment of teeth with apical periodontitis: a histobacteriologic study. *J Endod.* 2012;38(8):1040-52.

1.3. Article in press

Authors separated by commas – Family name and initials. Title of article. Abbreviated journal title in italics. Forthcoming - year of expected publication.

**Example:**

Cho HJ, Shin MS, Song Y, Park SK, Park SM, Kim HD. Severe periodontal disease increases acute myocardial infarction and stroke: a 10-year retrospective follow-up study. *J Dent Res.* Forthcoming 2021.

2. *Books*

2.1. Book with author (s)

Author(s) – Family name and initials (no more than 2 initials with no spaces between initials)– Multiple authors separated by a comma. After the 6th author add - "et al". Title of book. Edition of book if later than 1<sup>st</sup> ed. Place of publication: Publisher name; Year of publication.

**Example:**

Sherwood IA. Essentials of operative dentistry. Suffolk: Boydell & Brewer Ltd; 2010.

Or

Abrahams PH, Boon JM, Spratt JD. McMinn's clinical atlas of human anatomy. 6th edition. Amsterdam: Elsevier Health Sciences; 2008.

2.2. Book with no author

Title of book. Edition of book if later than 1<sup>st</sup> ed. Place of publication: Publisher name; Year of publication.

**Note:** Do not use anonymous. Please begin a reference with the title of the book if there is no person or organization identified as the author and no editors or translators are given.

**Example:**

A guide for women with early breast cancer. Sydney: National Breast Cancer; 2003.

2.3. Chapter in a book

Author(s) of chapter - Family name and initials, Title of chapter.  
In: Editor(s) of book - Family name and initials, editors. Title of book. edition (if not first). Place of publication: Publisher name; Year of publication. p. [page numbers of chapter].

**Example:**

Rowlands TE, Haine LS. Acute limb ischaemia. In: Donnelly R, London NJM, editors. ABC of arterial and venous disease. 2nd ed. West Sussex: Blackwell Publishing; 2009. p. 123-140.

3. *Thesis/dissertation*

3.1. Thesis in print

Author - family name followed by initials. Thesis title [type of thesis]. Place of publication: Publisher; Year.

**Example:**

Kay JG. Intracellular cytokine trafficking and phagocytosis in macrophages [dissertation]. St Lucia, Qld: University of Queensland; 2007.

3.2. Thesis retrieved from full text database or internet

Author - family named followed by initials. Thesis title [type of thesis/dissertation on the Internet]. Place of publication: Publisher; Year [cited date – year month day]. Available from: URL

**Example:**

Pahl KM. Preventing anxiety and promoting social and emotional strength in early childhood: an investigation of risk factors [dissertation on the Internet]. St Lucia, Qld: University of



Queensland; 2009 [cited 2017 Nov 22]. Available from:  
<https://espace.library.uq.edu.au/view/UQ:178027>

#### 4. Webpage

##### 4.1. Webpage with author

Author/organization's name. Title of the page [Internet]. Place of publication: Publisher's name; Publication date or year [updated date - year month day; cited date - year month day]. Available from: URL

##### **Example:**

American Dental Association. COVID-19 and Oral Health Conditions [Internet]. Chicago: American Dental Association; 2021 Feb 12 [updated 2021 Feb 12; cited 2021 Jun 24]. Available from: <https://www.ada.org/en/press-room/news-releases/2021-archives/february/covid-19-and-oral-health-conditions>

##### 4.2. Webpage with no authors

Title [Internet]. Place of publication (if available): Publisher's name (if available); Publication date or year [updated date (if available); cited date]. Available from: URL

##### **Example:**

Dentistry and ADHD [Internet]. 2019 Jan 15 [updated 2019 Jan 15; cited 2020 Apr 8]. Available from: <https://snoozedentistry.net/blog/dentistry-and-adhd/>

##### 4.3. Image on a webpage

Author/organization. Title [image on the Internet]. Place of publication: Publisher's name; Publication date or year [updated date; cited date]. Available from: URL

**Note:** If the image does not have a title - give the image a meaningful title in square brackets.

##### **Example:**

Poticny DJ. An Implant-Supported Denture Offers a Number of Advantages [image on the Internet]. Texas: Office of Dan Poticny;

2018 Nov 21 [updated 2018 Nov 21; cited 2019 Aug 30]. Available from: <https://www.dfwsmile.com/blog/post/an-implant-supported-denture-offers-a-number-of-advantages.html>

## 5. *Government Publications/Reports*

### 5.1. Reports and other government publications

Author(s). Title of report. Place of publication: Publisher; Date of publication – year month (if applicable). Total number of pages (if applicable eg. 24 p.) Report No.: (if applicable)

#### **Example:**

Australian Institute of Health and Welfare. Oral health and dental care in Australia: key facts and figures trends 2014. Canberra: AIWH; 2014.

### 5.2. Government reports available online

Author(s). Title of report. Report No.: (if applicable). [Internet]. Place of publication: Publisher or Institution; Publication date or year [updated date - year month day; cited date - year month day]. Available from: URL

#### **Example:**

World Health Organization. WHO mortality database [Internet]. Geneva: World Health Organization; 2019 Dec 31 [updated 2019 Dec 31; cited 2021 Mar 29]. Available from: <https://www.who.int/data/mortality/country-profile>

## 6. *Tables/Figures/Appendices*

Follow the format of book, journal or website in which you found the table/figure/appendix followed by: table/figure/image/appendix number of original source, Title of table/figure/appendix from original source; p. Page number of table/figure/appendix from original source.

Note: each reference to a different table/figure within the same document requires a separate entry in the Reference list. Please provide permission documents from the original sources.

#### **Example:**

Smith J, Lipsitch M, Almond JW. Vaccine production, distribution, access, and uptake. *Lancet* 2011;378(9789):428-

438. Table 1, Examples of vaccine classes and associated industrial challenges; p. 429.

#### 7. *Journal Abbreviation Source*

Journal names should be abbreviated according to the [Web of Science - Journal Title Abbreviations](#).

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### **Peer-review Process**

Oral Sciences Reports follows a double anonymized review process. Each manuscript will be assigned to at least three expertises for consideration. The identities of both reviewers and authors are concealed from each other throughout the review to limit reviewer bias. To facilitate this, please ensure that the manuscript keeps anonymity before submission such as affiliation, author's gender, country or city of origin, academic status, or previous publication history. Our peer review process is confidential and identities of reviewers are not released. Letters and technical comments are sent to the authors of the manuscript on which they comment for response or refutation, but otherwise are treated in the same way as other contributions with respect to confidentiality.

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### **Submission Procedures**

A manuscript must be submitted electronically on the [OSR ScholarOne](#) submission site. When entering the submission page for the first time, you will be asked to create an account with your e-mail and password followed by your personal data.

Our online submission system guides you stepwise through the process of entering your article details and uploading your files. Please follow the submission process carefully. The system converts your article files to a single PDF file used in the peer-review process. Editable Microsoft word processing files are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent to your registered e-mail.

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### **After Acceptance**

One set of page proofs (as a PDF file) will be sent by e-mail to the corresponding author or a link will be provided in the e-mail so that authors can download the file themselves. To ensure a fast publication process of the article, we kindly ask authors to provide us with their proof corrections within two days (48 hours). You may list the corrections (including replies to the Query Form) and return them to OSR editorial team

in an e-mail. Please list your corrections quoting line number. If, this is not possible for any reason, please mark the corrections and any other comments (including replies to the Query Form) on a printout of your proof and scan the pages and return via e-mail. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables, and figures. Please ensure that all corrections are sent back to us in one communication. After acceptance, please be informed that significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. We will do everything possible to get your article published quickly and accurately. It is important to check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility

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## **Contact Us**

We are grateful to answer all inquiries. Please visit our official website or contact the administrative office at:

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