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SCOPE AND POLICY

The Journal BRAZILIAN DENTAL SCIENCE is a continuous scientific publication of the Institute of Science and Technology of São José dos Campos - Unesp. All articles published by BDS are open access and have undergone double-blind peer review and after acceptance are quickly available for everyone to read and download.

MISSION - To disseminate and promote rapid communication and interchange high-quality scientific information amongst the national and international academy, industry, and the dental practitioner, through basic and applied research.

POLICY - Editorial policy of Brazilian Dental Science (BDS) is to welcome submissions from academics throughout the world, rather than just publish research from Brazilian institutions or Brazilian academics, in the categories of Clinical Research, Laboratory Research, Short communications, Reviews, Clinical Techniques/Case Presentations and Invited Papers, as well as Editorials, Letters and Abstracts.

Online submission and editorial system available at <http://bds.ict.unesp.br>.

AUDIENCE

Orofacial research scientists, materials scientists, clinicians, students of dentistry, and dental and medical device manufacturers.

IMPACT FACTOR

CiteScore (updated in June 2022) Annual 2021: 1.5

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The **Brazilian Dental Science** (2178-6011) is a continuation of the **Pos-Graduação em Revista** (1516-1501) and **Ciência Odontológica Brasileira** (1678-2046).

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Its abbreviated title is **Braz. Dent. Sci.**, and it should be used in bibliographies, footnotes, references, and bibliographic strips.

The Journal BRAZILIAN DENTAL SCIENCE is a trimonthly scientific internationally peer-reviewed open access publication of the Sao Paulo State University – UNESP- Institute of Science and Technology of São José dos Campos, with a strong motto to promote advance research applications in Dentistry.

Brazilian Dental Science (BDS) publishes original scientific articles, invited reviews, reviews in general (systematic, meta-analysis, critical review, state of the art reviews, etc), short communications, editorials, letter to the editor, series of cases and case reports, which provide an international readership with up-to-date results of basic and clinical studies in the field of oral and maxillofacial science and aims to clarify the relevance of these results for a modern practice.

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Offer 5 keywords in alphabetical order after the abstract. Use terms from the medical subject headings list, which you can find at <https://meshb.nlm.nih.gov/search>. These keywords will be used for indexing purposes.

Abstract and keywords should be included in the main document file, followed by the main text containing the headings described below.

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Provide the context or background for the study (i.e. the nature of the problem and its significance). Only pertinent references should be used. Do NOT include data or conclusions

from the work being reported. In the last paragraph of the Introduction section, authors **MUST** concisely state the aim of the study and, if applicable, present the study hypothesis.

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In this section, describe all methods, materials and sample so that other researchers would be able to reproduce the reported methodology. Use appropriate subheadings for the different segments of the Material and Methods section, when doing so could improve objectiveness. For well-known methods, a brief description and a reference to another paper may be enough. However, if you deviate from the well-known methods, you **MUST** provide a more complete description of the methodology. Authors **MUST** present materials' name, number and batch, and manufacturers' name, city, and country. Both materials and manufacturers information should be in parenthesis. Quantitative estimates of the validity and reliability of the methods are desirable. Report length, height, weight, and volume in metric units (meters, kilograms, or liters), or their decimal multiples. Provide temperatures using Celsius. The use of the International System of Units (SI) is recommended. Correct unit abbreviations should be used (e.g. "yr", "wk", "d", "h", "min", "s" and "µm"). Scientific names of bacteria, binomials in italics, **MUST** be given in full when first mentioned. Subsequent mention may abbreviate genus, taking care that this abbreviation is unambiguous (Staph. or Strep. instead of S.).

Authors **MUST** provide information regarding to the Institutional Review Board (IRB) approval for studies involving humans or animals, including **IRB approval number**. The submission of the IRB approval memorandum as supplementary material is mandatory.

Results

Present your results in a logical sequence giving the main or most important findings first, usually in past tense, **WITHOUT** subjective comments and comparison with other studies. For clarity, the Results section might have subheadings.

Data that can be easily found in the tables or illustrations **MUST NOT** be repeated in the text. Restrict tables and figures to those needed to explain the argument of the paper and to assess its support. Use graphs as an alternative to tables with many entries. Do **NOT** duplicate data in graphs and tables.

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The conclusion MUST be restricted to the main outcomes of the manuscript (results) and whether these data confirm or reject the study hypothesis. It MUST NOT contain over-generalizations or recommendations.

Acknowledgments

Collate acknowledgments in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

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This study was partially or totally supported by XXXXXXXXXXXXXXXX [grant numbers xxxx, yyyy].

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The authors have no proprietary, financial, or other personal interest of any nature or kind in any product, service, and/or company that is presented in this article.

Regulatory Statement

This study was conducted in accordance with all the provisions of the local human subjects oversight committee guidelines and policies of: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX. The approval code for this study is: XXXXXXXXXXXXXXXXXXXXXXXX.

References

B. Short Communications

Short communication is a section dedicated to short papers addressing new ideas, controversial opinions, “Negative” results for example. As short Communications are short papers, they will receive priority and rapid publication, and each paper will begin with “Short Communication” followed by the title.

Short Communications are limited to 3000 words. The structure of the main file must follow the same guide for original manuscripts above, however with minimal quantity of figures and tables. Please, go to [Figures and Legends](#) topic to observe the requirements for the files.

C. Review articles

C.1 Systematic Review and Meta-analysis: gather as much evidence as possible on a specific question and present the pooled findings together

C.2 Narrative Literature Review: succinct summary of some literature. This type of manuscript needs invitation or approval by the editor-in-chief before submission. Authors interested in submitting to this section must contact the Editor-in-chief of Brazilian Dental Science, Dr. Sergio Gonçalves, at sergio.e.goncalves@unesp.br for submission approval and instructions.

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C.4 State of the Art: update on new, reemerging, or in vogue topic.

The author is advised to develop a systematic review in the Prisma style and format. For more information on systematic reviews, please see <https://www.equator-network.org/reporting-guidelines/prisma-scr>.

The systematic review consists of:

- An Abstract using a structured format (Statement of Problem, Purpose, Material and Methods, Results, Conclusions).
- Text of the review consisting of an introduction (background and objective), methods (selection criteria, search methods, data collection and data analysis), results (description of studies, methodological quality, and results of analyses), discussion, authors’ conclusions, acknowledgments, funding, and conflicts of interest. References should be peer reviewed.
- Tables and figures, if necessary, showing characteristics of the included studies, specification of the interventions that were compared, the results of the included studies, a log of the studies that were excluded, and additional tables and figures relevant to the review.
- Statistical methods (meta-analysis) may or may not be used to analyze and summarize the results of included studies.

- Must be thorough and reproducible.
- Ideally include a hand-search and gray-literature search.
- The review should cover the topic completely and be thoroughly referenced and maximum length 10 printed pages, approximately 33 typescript pages, including illustrations and tables.
- An example of a Journal systematic review:

dos Santos, SHB.; Poletto-Neto, V.; de Queiroz, ABL.; Sarkis-Onofre, R.; & Pereira-Cenci, T. Failure of miniscrews installed in maxilla and mandible: a systematic review and meta-analysis. *Brazilian Dental Science*, 2020, 23(3), 7-p.

<https://bds.ict.unesp.br/index.php/cob/article/view/2049/1534>

D. Case Report Preparation

Case Reports: Case reports will only be considered if they document new knowledge with unique, clinically relevant, challenging characteristics and illustrating unusual observations, showing potential non-obvious solutions to the clinical challenge. Exclusive diagnostic findings or diagnostic challenge of rare conditions.

When describing a patient's case, accurate pre- and post-treatment records are needed that demonstrate excellence in their results, including a complete diagnostic evaluation, development and follow-up.

Informed consent and approval from the ethics committee, properly documented in the article, is required so that the author can include details of the case, information or images of the patient in the publication.

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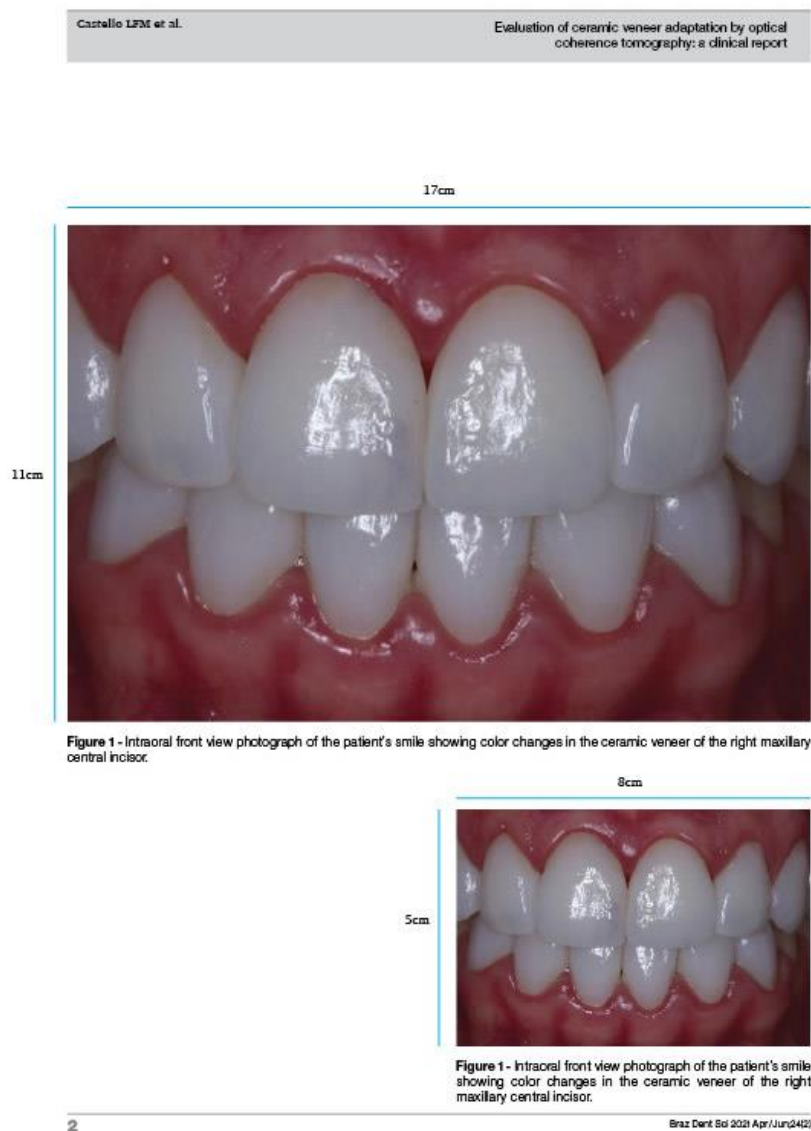
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- The figures, tables and illustrations are embedded in the text, and also provided in separate files with the requested resolution.
- Upload the figures as **Supplemental Material** (step 4 of the submission process).
- The tables must be in word format (including titles, description, footnotes).
- The figures must be in electronic file format **JPG** or **TIFF**.
- The size of the file must be **over 300 DPI**, with **minimum of 1200 pixels**.
- The dimension of the figures should be close to the desired dimensions of the published version.
- The dimensions must be **17 X 11 cm** or **8 X 5 cm**.

**Figure 1** - Examples of recommended dimensions.

- Number the figures according to their sequence in the text, use Arabic numerals.
- Aim to use the following fonts in your figures: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Make sure that letters, numbers, and symbols added to figures are clear, in proportion to each other, and large enough to be legible in the publication.
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- If images of persons are used, obtain written permission prior to submission.
- Give each figure a legend containing sufficient information to make it intelligible without reference to the text.
- Type all the legends together, double-spaced, on separate page(s) at the end of the main manuscript file.

B. References

Articles published in peer-reviewed journals are preferably accepted as references. Manuscripts being in the writing process, master dissertations or doctorate thesis, and abstracts presented at conferences are not acceptable as references. Book references should be kept at the indispensable minimum as they show the opinions of the respective authors and/or editors. References to the most recent books with international access will only be accepted.

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Examples as follows: (Abbreviations of the titles of international journals cited should follow MEDLINE. If there is the doi, add in the reference)

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Submission Preparation Checklist

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines. Please check the relevant section in this Guide for Authors for more details.

Ensure that the following items are present:

- ✓ One author has been designated as the corresponding author with contact details:
 - E-mail address
 - Full postal address

All necessary files have been uploaded:

Manuscript:

- ✓ Include 5 keywords.
- ✓ The manuscript is original and has not been published previously, nor is under consideration elsewhere.
- ✓ The submission file is in Microsoft Word (.doc or .docx) format.
- ✓ The text adheres to the stylistic and bibliographic requirements outlined in the **Submission Guidelines**, which is found in About the Journal.
- ✓ If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.
- ✓ **Ensuring a Blind Review:** Research in humans must provide the protocol number of the Institutional Review Board in the "Material and Methods" session of the manuscript. The original document must be attached in a separate file to guarantee a blind revision.
- ✓ The main file of the manuscript should not contain any author identification to ensure a blind revision.
- ✓ Funding, conflict of interest, regulatory statement and acknowledgment must be described in the end of the main text, before references.

Supplemental files (where applicable)

- ✓ A separate title page was provided including description of the contribution of each author and the indication of potential reviewers for your manuscript was performed.
- ✓ Authors have read and agreed with the publication ethics and malpractices of the journal.
- ✓ The figures and illustrations (JPG or TIFF format), and tables (word format) are embedded in the text, and also provided in separate files with the requested resolution.
- ✓ All tables (including titles, description, footnotes).
- ✓ The manuscript text is double-spaced with 12-point Arial font; it employs italics, rather than underlining; tables are placed in the text body at appropriate points, rather than at the end.
- ✓ Authors have signed and uploaded the Copyright notice.
- ✓ Native Portuguese speakers must provide an abstract written in Portuguese

Title Page Template: [Click here to download the TITLE PAGE TEMPLATE.](#)

For further information, visit our [BDS website](#).

PUBLICATIONS ETHICS AND MALPRACTICES – BDS

Ethical standards for publication exist to ensure high-quality scientific publications, public trust in scientific findings, and that people receive credit for their work and ideas.

All manuscripts are subject to peer review and are expected to meet standards of academic excellence. If approved by the editor, submissions will be considered by peer reviewers, whose identities will remain anonymous to the authors.

Our Research Integrity team will occasionally seek advice outside standard peer review, for example, on submissions with serious ethical, security, biosecurity, or societal implications. We may consult experts and the **academic** editor before deciding on appropriate actions, including but not limited to recruiting reviewers with specific expertise, assessment by additional editors, and declining to further consider a submission.

A. Relations with the other editors/editorial board

The editor-in-chief will work with a team of section editors. They will confirm the roles and responsibilities of all editors and editorial staff (assistant editors), so that everybody is clear about who does what.

The editorial board will be invited by the editors according with their expertise and levels of activity and involvement. BDS journal has a policy of appointing editors for a fixed time period, and the editorial committee will discuss possible changes if necessary.

Changes in the direction of the journal to redefine its scope must be undertaken in agreement with the other editors and the publisher; otherwise editorial decisions may be inconsistent. New aims and scope need to be agreed on and clearly published in whatever medium the journal uses to communicate with authors, reviewers, and editors.

Plagiarism

Authors must not use the words, figures, or ideas of others without attribution. All sources must be cited at the point they are used, and reuse of wording must be limited and be attributed or quoted in the text.

Brazilian Dental Science uses Turnitin to detect submissions that overlap with published and submitted manuscripts.

Manuscripts that are found to have been plagiarized from a manuscript by other authors, whether published or unpublished, will be rejected.

Authorship and acknowledgments

All listed authors must have made a significant scientific contribution to the research in the manuscript, approved its claims, and agreed to be an author. It is important to list everyone who made a significant scientific contribution. Author contributions must be described on the Title Page, using roles defined by CRediT. Changes in authorship must be declared to the journal and agreed to by all authors.

Anyone who contributed to the research or manuscript preparation, but is not an author, should be acknowledged with their permission.

Submissions by anyone other than one of the authors will not be considered.

Conflicts of interest

Conflicts of interest (COIs, also known as 'competing interests') occur when issues outside research could be reasonably perceived to affect the neutrality or objectivity of the work or its assessment. This can happen at any stage in the research cycle, including during the experimentation phase, while a manuscript is being written, or during the process of turning a manuscript into a published article.

If unsure, declare a potential interest or discuss with the editorial office. Submissions with undeclared conflicts that are later revealed may be rejected.

Conflicts of interest do not always stop work from being published or prevent someone from being involved in the review process. However, they must be declared. A clear declaration of

all possible conflicts – whether they actually had an influence or not – allows others to make informed decisions about the work and its review process.

If conflicts of interest are found after publication, this may be embarrassing for the authors, the Editor and the journal. It may be necessary to publish a corrigendum or reassess the review process.

Conflicts include the following:

- Financial — funding and other payments, goods and services received or expected by the authors relating to the subject of the work or from an organization with an interest in the outcome of the work
- Affiliations — being employed by, on the advisory board for, or a member of an organization with an interest in the outcome of the work
- Intellectual property — patents or trademarks owned by someone or their organization
- Personal — friends, family, relationships, and other close personal connections
- Ideology — beliefs or activism, for example, political or religious, relevant to the work
- Academic — competitors or someone whose work is critiqued

B. Relation with authors

Authors must declare all potential interests in a ‘Conflicts of interest’ section, which should explain why the interest may be a conflict. If there are none, the authors should state “The author(s) declare(s) that there are no conflicts of interest regarding the publication of this paper.” Submitting authors are responsible for coauthors declaring their interests.

Authors must declare current or recent funding (including article processing charges) and other payments, goods or services that might influence the work. All funding, whether a conflict or not, must be declared in the ‘Funding Statement’.

The involvement of anyone other than the authors who 1) has an interest in the outcome of the work; 2) is affiliated to an organization with such an interest; or 3) was employed or paid by a funder, in the commissioning, conception, planning, design, conduct, or analysis of the work, the preparation or editing of the manuscript, or the decision to publish must be declared.

Declared conflicts of interest will be considered by the editor and reviewers and included in the published article.

The editors recommend that the authors pay attention to the current guidelines. These instructions should clearly state what is expected of authors and what the journal will do in cases of suspected misconduct such as plagiarism or data fabrication. The authors should consult the link to the COPE flowcharts (<http://publicationethics.org/resources/flowcharts>)

and Retraction Guidelines (<http://publicationethics.org/resources/guidelines>). BDS provides in its website a “check list” of what is expected from authors to maintain standards of manuscripts.

Decisions to accept or reject a paper for publication will be based only on the paper’s importance, originality, and clarity, and the study’s relevance to the remit of the journal.

Transparency (a checklist to authors)

Work with the journal publisher/editorial office to determine processes for handling submissions that are the most efficient and appropriate for the journal. The electronic submission system aids authors in providing all required information (e.g., authorship declarations, funding information). All elements must be completed before a manuscript is sent for peer review (chasing details at a later stage can delay publication and upset schedules). BDS will consider checking for the following elements (as appropriate):

- Confirmation that the authors have read and understood the Instructions to Authors
- Authorship statement explaining what each author contributed to the paper
- Funding information
- Competing interests declaration
- Permission obtained for use of copyrighted material from other sources (including the Web)
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- Confirmation that the manuscript is under evaluation solely to BDS and it is not published, in press, or submitted elsewhere.

BDS adopts and promotes an authorship policy that is appropriate to the field of research. This will include:

- requiring statements of each individual’s contribution to the research and publication
- use of checklists to prevent ghost authorship (see PLoS: <http://www.plosmedicine.org/article/info:doi/10.1371/journal.pmed.1000023#s4>)
- requiring all authors to sign an authorship declaration
- including all authors in communications (e.g., acknowledging receipt of a submission), not just the corresponding author
- clearly specifying authorship criteria in the Instructions to Authors For biomedical journals you might consider in addition:
 - Details of ethical approval and informed consent for studies in humans
 - Details of approval and ethical conduct for animal experimentation

Guidance on ethical approval for studies in humans is available from COPE (Guidance for Editors: Research, Audit and Service Evaluations:

<http://publicationethics.org/resources/guidelines>).

C. Editors and Reviewers

Editors and reviewers should decline to be involved with a submission when they

- Have a recent publication or current submission with any author
- Share or recently shared an affiliation with any author
- Collaborate or recently collaborated with any author
- Have a close personal connection to any author
- Have a financial interest in the subject of the work
- Feel unable to be objective

Editors and reviewers must declare if they have previously discussed the manuscript with the authors.

BDS provides guidance to reviewers on everything that is expected of them. Guidelines are available in our website and from COPE (COPE Ethical Guidelines for Peer Reviewers. <http://publicationethics.org/resources/guidelines>). This guidance is regularly updated and is referred to the COPE Code of Conduct and Best Practice Guidelines (<http://publicationethics.org/resources/code-conduct>). BDS will consider the following points:

- Reviews should be conducted objectively
- Personal criticism of the author is inappropriate
- Reviewers should express their views clearly with supporting arguments and references as necessary and not be defamatory or libelous
- Reviewers should declare any competing interests
- Reviewers should decline to review manuscripts in which they have a competing interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers
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- Any reviewer that wants to pass a review request onto a colleague must get the editor's permission beforehand.

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BDS also has systems in place to ensure that peer reviewers' identities are protected.

Reviewers will be asked to address ethical aspects of the submission such as:

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- Has the author plagiarized another publication?
- Is the research ethical and have the appropriate approvals/consent been obtained?
- Is there any indication that the data have been fabricated or inappropriately manipulated?
- Have the authors declared all relevant competing interests?

Reviewers must declare any remaining interests in the 'Confidential' section of the review form, which will be considered by the editor.

Studies involving humans or animals

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical Association](#) (Declaration of Helsinki) for experiments involving humans.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the [ARRIVE guidelines](#) and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, [EU Directive 2010/63/EU for animal experiments](#), or the National Institutes of Health guide for the care and use of Laboratory animals (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

Institutional review board and written informed consent

For protocols involving the use of human subjects, authors should indicate in their Methods section that subjects' rights have been protected by an appropriate Institutional Review Board and written informed consent was granted from all subjects. When laboratory animals are used, indicate the level of institutional review and assurance that the protocol ensured humane practices.

Clinical trials

Brazilian Dental Science asks that authors submitting manuscripts reporting from a clinical trial to register the trial a priori in any clinical trials registries that takes part of **WHO network (International Clinical Trials Registry Platform (ICTRP))**. The clinical trial registration number and name of the trial register should be included in the Acknowledgments at the submission stage.

Randomized control clinical trials

Randomized clinical trials should be reported using the Consolidated Standards of Reporting Trials (**CONSORT**). A CONSORT checklist and flowchart (as a Figure) should also be completed and included in the submission material.

Epidemiological observational trials

Submitting 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 should be detailed in the materials and methods section.

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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 a readily-accessible source at the time of project inception (e.g. PROSPERO database, previously published review protocol in journal, OSF). The protocol registration number, name of the database or journal reference should be provided at the submission stage in the "Registration" section in the abstract and 'Methods' section in the main body of the text. A PRISMA checklist and flow diagram (as a Figure) should also be included in the submission material. Source of funding (grant number, if available) should be added in 'Acknowledgments' section.

D. The peer-review process

The number of reviewers will be defined by the editors according to the complexity of the manuscript, with a minimum of two reviewers. The affiliations are masked, and the reviewers must complete a checklist/form within 21 days after review acceptance. Reviewers can also attach files with their comments to the authors and to the editors.

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If the comments are considered inappropriate or insufficient by the editors, another reviewer must be assigned.

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The website allows us to choose different rounds among questions by reviewers and answers by the authors. The acceptance or rejection of the manuscript must be made by the section editors and or the journal editor after a deep analysis of these rounds.

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The COPE Code of Conduct will guide the editors in cases of suspected misconduct, even for submissions they do not intend to publish.

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