

Acta Stomatologica Naissi is a scientific journal of the University of Niš, Faculty of Medicine and Clinic of Stomatology, which publishes articles relevant to the science and practice of Stomatology in general and related areas.

Please read carefully the following instructions to authors prior to manuscript preparation and submission. Papers which are not prepared according to the propositions and instructions will be returned to authors for corrections before forwarding them to reviewers. In case of unacceptable articles only illustrations will be returned.

EDITORIAL POLICY

Acta Stomatologica Naissi publishes editorials, original scientific or clinical articles, review articles, preliminary reports, case reports, technical innovations, letters to the editor, articles from up-to-date literature, book reviews, reports and presentations from national and international congresses and symposiums which have not been previously submitted for publication elsewhere. All submitted articles will be reviewed by at least 2 reviewers, and when appropriate, by a statistical reviewer. Authors will be notified of acceptance, rejection, or need for revision within 6 weeks of submission. Articles are not paid for.

LANGUAGE

All submitted articles should be written in bilingual (Serbian and English) language. Abstracts should be written in Serbian and precise and grammatically correct English language, preferably US English. Avoid using Latin terms; however if necessary, put them in parentheses.

ETHICS

When reporting experiments on human subjects, indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) or with the Helsinki Declaration (1964, amended in 1975 and 1983) of the World Medical Association.

GENERAL INSTRUCTIONS

PREPARATION

Articles should be written on A4 white bond paper size (21x 29.5cm) on one side of the paper only, and double-spaced (including illustration legends and references) providing 25 mm ample margins all around. Only one copy of the manuscript should contain the surname and the author's first name initial in the upper right corner. Manuscripts should be organized as follows: Title Page, Abstract and Key words, Introduction, Patients/Materials and Methods, Results, Discussion, Conclusions, Acknowledgments, References, Figure, Legends, Tables. Title page is numbered as page 1, and all other pages should be numbered consequently.

TITLE PAGE

The title page should contain: a) the full title of the article (in upper case); b) first name, middle initial, and last name of each author without the academic degree; c) name of department and institutional affiliation for each author; d) running title of no more than 10 characters. At the bottom of the page, please indicate the name, academic degree and address (including E-mail, telephone and fax number) of the author responsible for correspondence.

Abstract and Key words

All original abstracts should be submitted with a structured abstract, consisting of no more than 250 words, and the following 4 paragraphs:

Background: Describes the problem being addressed.

Material and Methods: Describes how the study was performed.

Results: Describes the primary results.

Conclusion: Reports what authors have concluded from these results, and notes their clinical implications.

Key words: A maximum of 5 key words drawn from MeSH documentation. Abstract should be translated into English (US style), with the title, name(s) of author(s), institutional affiliation and key words.

TABLES AND FIGURES

Each table with a brief title (on Serbian and English) should be typed double-spaced on a separate sheet of paper. Number tables consecutively (with Arabic numbers) in the order of their first citation in the text. Give each column a short or abbreviated heading. Place explanations in legends of all nonstandard abbreviations which are used in table. For units and measurements see paragraph below. Do not use internal horizontal and vertical rules. Place all tables at the end of your file. Always separate the individual columns using tabulators, not using space bar, i.e. tables must be in text format. Line drawings diagrams and halftone illustrations (photographs, photomicrographs, etc.) should be designated as figures. They should be listed on separate sheet and numbered consecutively with Arabic numerals according to the order in which they have been first cited in the text. Figures should be professionally drawn (not simply typewritten) and photographed. Each figure should be labeled on its back indicated the number of the figure, last name and the first letter of the author, and the topside of the figure. Photographs should be supplied in two copies. Color photographs are published only in case if author himself bears expenses. Photomicrographs must have internal scale markers, and symbols, arrows or letters should contrast with the background. Photographs of patients must conceal their identity unless patients approve the publishing of the photograph in written form. If you borrow or use already published photographs please submit a written permission for reproduction. Permission is not required for the documents in the public domain. Figures will not be returned unless requested. Captions and detailed explanations of the figures should be given in the legends. If symbols, arrows, numbers, or letters are used to identify parts of the figure identity and explain each one clearly in the legend.

ACKNOWLEDGMENTS

Acknowledgements are positioned before the reference list specifying general support by department chairman, acknowledgements of technical as well as financial and material support.

REFERENCES

Authors are responsible for accuracy of literature data. References should be listed in a separate section immediately following the text. Only references important for the study should be cited. It is necessary to apply Vancouver style. Author should consult Index Medicus for standard abbreviations of journal titles. References should be numbered consecutively in the order they appear in the text and in text these references should be found by that superscript number.

UNITS OF MEASUREMENTS

All measurements should be reported in terms of the International System of Units (SI)

ABBREVIATIONS AND SYMBOLS

Avoid abbreviations in the text but whenever possible use standard abbreviations. However, if nonstandard abbreviations are used, the full term of which and abbreviation stands for should precede its first use in text. Names of symptoms, signs and diseases, as well as anatomic and histologic characteristics cannot be abbreviated.

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Footnotes should be used only to identify author affiliation; to explain symbols in tables and illustrations. Use the following symbols: #, †, *, #, \$ etc.

SUBMISSION OF MANUSCRIPTS

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