

Manuscript Submission for the Journal of the Lebanese Dental Association Guide to Authors

The Journal of the Lebanese Dental Association (JLDA) serves as the authorized scientific publication of the Lebanese Dental Association, holding the copyright for all published materials. The Association encourages users to engage in non-commercial activities such as reading, downloading, copying, distributing, printing, searching, or linking to articles within JLDA. Proper attribution to the source, identified as "The Journal of The Lebanese Dental Association (JLDA)," is required for any utilization.

1- Cover Letter: includes the following

Conflict of Interest Declaration - Authors are obliged to disclose any potential conflicts of interest during the electronic submission process and furnish comprehensive details in the accompanying cover letter.

Copyright Transfer Agreement - Each manuscript must be accompanied by the subsequent written statement, endorsed by one of the authors and representing the entire authorship: "The undersigned author relinquishes all rights to the copyright of the manuscript (insert the title of your manuscript) to The Journal of the Lebanese Dental Association upon publication. The undersigned author affirms that the article is an original work, is not concurrently under consideration for publication in another journal and has not been previously published. I affix my signature in acknowledgment and assume the responsibility for the release of this material on behalf of all coauthors."

Citation Compliance (when applicable) - Any direct quotations, tables, or images sourced from copyrighted material necessitate an accompanying signed release from the copyright proprietor. Full and accurate details identifying the origin of the material are obligatory.

Patient Consent Declarations (when applicable) - All images featuring identifiable patients or human subjects require a signed release, with such releases being perpetually retained by the Corresponding Author. A cover letter accompanying the manuscript is required, affirming that all relevant patient releases have been acquired and are archived with the Corresponding Author.

Each release statement must be presented on a distinct page, inclusive of the manuscript title, the names of all authors, and a reproduction of the ensuing patient-signed statement: "I hereby relinquish all rights for the publication of photographs or other images featuring me in the aforementioned manuscript where I am portrayed as a patient or subject, without any remuneration."

2- Article File:

Articles should be original and written in clear English. The entire article, including the Title, Abstract, Text, References, and Figure Legends, must be submitted as a single document and should not exceed 3500 words. To check the word count, go to the toolbar, click on tools, and then select word count.

If your article pertains to randomized trials, it is strongly advised to adhere to the CONSORT guidelines. For Systematic Reviews, maintain uniformity in reporting format by following the PRISMA statement, and use the proposed structure and subheadings whenever applicable. The article file for systematic reviews should not exceed 4000 words.

For Letters to the Editor, keep the article file within a maximum limit of 250 words.

Please enter only the following items in the article file:

- **Title** of the manuscript
- **Abstract** - A structured abstract which must be limited to 250 words. The abstract should conform to the following outline: Objective- Material and Methods- Results- Conclusion
- **Manuscript text** - Please eliminate any references to the author's identity or institutions, as manuscripts undergo anonymous peer review. An original article should follow this order:

INTRODUCTION: This segment outlines the research's purpose and provides a brief literature summary describing the current state of the field. It necessitates a statement explaining the uniqueness of the study and its contribution to existing knowledge.

MATERIALS AND METHODS: This section precisely details the actions taken, enabling readers to replicate the work. Materials or methods found elsewhere in the literature can be referenced without repeating details. Identify teeth using either the full name or FDI annotation. If human subjects or animals were involved, this part must affirm that the rights of the subjects were safeguarded, and approval was obtained from an identifiable institutional review board or its equivalent.

RESULTS: This part should describe the objective findings without offering commentary on their significance or relative importance. Tables and figures should be cited in sequential order in the text.

DISCUSSION: Only in this section do you have the liberty to interpret your data and express your opinion on the value of your findings compared to previous work. All opinions must be confined to this section.

CONCLUSION: This segment articulates the specific conclusions drawn from the reported research. Preferably presented in bullet points, it should not reiterate material from other sections.

ACKNOWLEDGEMENTS

If this research received funding or support from a commercial firm or other external entities, please disclose their name and location. Additionally, if any author(s) receive funding or support from a commercial firm or other external entity associated with this research, such information should be disclosed here.

REFERENCES: Citations should exclusively pertain to published material. Number references sequentially, utilizing superscript and Arabic numerals, in the order of their occurrence in the manuscript. Avoid references to "personal communication" or unpublished theses, as these are deemed unacceptable. Ensure that the style and punctuation of references strictly adhere to the following examples:

Reference to a journal publication:

Macari AT, Bitar MA, Ghafari JG. New insights on age-related association between nasopharyngeal airway clearance and facial morphology. *Orthod Craniofac Res.* 2012;15:188-97.

Reference to a book:

Strunk Jr W, White EB. *The elements of style.* 4th ed. New York: Longman; 2000.

Reference to a chapter in an edited book:

GhafariJG, MacariAT. The benefits of consulting with an ear-nose and throat specialist Before and during orthodontic treatment. V.Krishnan, Z.Davidovitch(ed). *Integrated Clinical Orthodontics.* Wiley-Blackwell Publishing Ltd; 2012:195–213.

FIGURE LEGENDS: - All figures must be numbered sequentially in the manuscript and a legend for each figure must appear in this section.

3- Tables:

Each table should be in either WORD or EXCEL format and submitted as an individual file. Every table must be accompanied by its own legend, numbered with Arabic numerals, and

referred to in the text in sequential order. Define all abbreviations used in the table within a footnote. Tables should not be in image formats; such formats are reserved for figures, which should be submitted as separate figure files.

4- Figures:

Each figure should possess adequate resolution for high-quality publication, typically in TIFF or EPS format. Ensure that all images have a resolution of 300 DPI when the figure is sized for publication.