

Checklist for English Papers

Revised December 6, 2022

Please check the following boxes, sign, and submit this sheet with your paper.

- ☐ Allow 2.5 cm between each line (about 10 lines per page) for all of the paper, including figures and references. This is usually 4X line spacing
- ☐ Use font size 14.
- ☐ Place reference numbers after the punctuation, for example: here,⁵ and there.⁶ However, on the title page the punctuation is after the number with the author's name, for example: Taro Tanaka¹, Akira Suzuki²,...
- ☐ Use italics for *et al.*, *in vivo*, and *in vitro*.
- ☐ Use a spell checker.
- ☐ Confirm that the spelling is correct for all words not in the spell checker dictionary (personal names, technical terms, etc).
- ☐ Each paragraph should be indented five spaces, except for the first paragraph of each new section, which is not indented.
- ☐ Include company name, city and country with materials, i.e., Steri-Oss implants (Nobel Biocare, Yorba Linda, CA, USA).
- ☐ Define all abbreviations, i.e., tricyclic antidepressant (TCA).
- ☐ Check each reference to make sure that it follows the guidelines in the Journal of Osaka Dental University.
- ☐ In the references, the journal name, the year, volume number and page number should be written as in the following example: *J Cell Biol* 1990 ; **40** : 207-224. Note that the journal name is abbreviated and in italics. There is a space before and after the date and there is a space before and after the semicolon (;). The volume number is in bold print, and after the volume number there is a space before and after the colon (:).
- ☐ In the references, only the first word in the title is capitalized. However, proper nouns are always capitalized. For example: "Taste preference changes in Japanese" is correct. "Taste Preference Changes in Japanese" is not correct.
- ☐ Do not use staples.
- ☐ Number the pages.

Author's Signature

Journal of Osaka Dental University

Examples of reference forms are given below.

Journals

1. Shen C-T. Studies on the collagenolytic activity of dental plaque of ODU plaque-susceptible rats. *J Osaka Dent Univ* 1985 ; **19** : 91–104.
2. Sotobayashi H, Kobayashi S, Yoshida M. Current trends in studies on metabolism of folic acid. *Rinsho Ketsueki (Jpn J Clin Hematol)* 1971 ; **12** : 207–224. (Japanese)
3. Sasayama S, Hara T, Tanaka T, Honda Y, Baba S. Osteogenesis of multipotent progenitor cells using the epigallocatechin gallate-modified gelatin sponge scaffold in the rat congenital cleft-jaw model. *Int J Mol Sci* 2018 ; **19** : doi.org/10.3390/ijms19123803 (16 pages).
4. Inui-Yamamoto C, Yamamoto T, Ueda K, Nakatsuka M, Kumabe S, Iwai Y. Taste preference changes throughout different life stages in male rats. *PLOS ONE* 2017 ; **12** : e 0181650.

Books

1. Eisen HN. Immunology : an introduction to molecular and cellular principles of the immune response. 5th ed. New York : Harper and Row, 1974 : 406.
2. Dausset J, Colombani J, eds. Histocompatibility testing 1972. Copenhagen : Munksgaard, 1973 : 12–18.
3. Weinstein L, Swartz MN. Pathogenic properties of invading microorganisms. In : Sodeman WA Jr, Sodeman WA, eds. Pathologic physiology : mechanisms of disease. Philadelphia : WB Saunders, 1974 : 457–472.

Websites

1. Ministry of Agriculture, Forestry and Fisheries. Present situation of Japanese dietary life and promotion of food education (2018). [http : //www.maff.go.jp/j/syokuiku/attach/pdf/index-13.pdf](http://www.maff.go.jp/j/syokuiku/attach/pdf/index-13.pdf) : accessed on September 10 2018.