SUBMISSION GUIDELINES

Information for Authors (revised 2020)

Manuscripts to be submitted for consideration for publication in the IJOM should be sent by email to IJOM@IAOM.com as an attachment. Manuscripts should be prepared and submitted using Microsoft Word. Inquiries about submissions can be directed to the Editor-in-Chief (EIC), Patricia Taylor, via the same email address or by telephone +01 570-387-7774.

Editorial Policies and Procedures

The International Journal of Orofacial Myology publishes manuscripts focusing on the normal development of the orofacial structures and functions; the diagnosis, process and treatment of orofacial myofunctional disorders; and the impact of orofacial myofunctional disorders on related disciplines. Membership in the International Association of Orofacial Myology is not required for the consideration of an article for publication.

Options for types of articles include: original research; clinical practices and procedures; case reports; opinions or position statements regarding recent advances in the field; literature reviews; tutorials; calls for research; reviews of books or articles from other journals; letters to the editor; and announcements.

Case reports should follow the CARE Guidelines. Literature reviews should aim to follow the Five Basic Steps for Systematic Review.

Submitted articles are considered for publication provided that they are original. Assurance must be provided that the article has not been published either in print or electronic form, and has not been submitted for consideration for publication elsewhere. If excerpts from copyrighted materials are included the submitted article, it is the author’s responsibility to obtain written permission from the copyright owner and to appropriately credit the source.

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Articles accepted for publication must be written in English, and follow the guidelines indicated in the Publication Manual of the American Psychological Association (7th edition), or the Uniform Requirements for Manuscripts Submitted to Biomedical Journals. Articles should be printed in 10 point; in a standard type (Ariel font is preferred); left justified; single spaced; with margins of 1.25 on left and right sides, 1.0 top and bottom; and pages numbered. If writing in Standard American English presents a challenge, please secure a writing service to translate and review your manuscript before submitting it for consideration.

Editorial Process

After submission of a manuscript, the EIC reserves the right to immediately return papers if they are deemed to be outside the scope and mission for the IJOM. Otherwise, the manuscript will be assigned to 2-3 peer reviewers who will be blinded to the identities of the author(s) and their institution(s). The contact author
will receive notification as to the suitability of the manuscript for publication within approximately 1 month. Decisions include rejection, major revision, minor revision, and acceptance. Revisions, if requested, are allowed 3 weeks, after which time the revised manuscript will either be sent back to reviewers or acted upon by the EIC. After a manuscript is accepted, articles will be edited and typeset for the author’s review. Editing will include, but will not be limited to, modifications for style, clarity, and consistency. A final draft will be provided to the author/s for their review. At this point in the publication process authors may suggest only minor changes, which the editorial staff will take under advisement. The editorial staff retains the right to cancel publication of an accepted article if agreement is not reached with the author/s regarding the editing of the article.

Human-Subjects Protections

All research involving human subjects must include a statement that informed consent was obtained, and that the study was conducted according to the rules and regulations of an Institutional Review Board (IRB) for the Use of Human Subjects, or that the IRB deemed that the study is exempt from IRB review. Authors must indicate the Institutional or Independent Review Board granting approval for such research.

Members of the IAOM who do not have access to an IRB are invited to submit research protocols to the IAOM IRB (Chair: Dr. Hope Reed). The IRB Policies and Procedures Manual can be found on the IAOM website.

Conflicts of interest

Institutional affiliations and other sources of funding should be indicated on the title page. Any financial interest or other benefits either direct or indirect to the authors that may be a conflict of interest should be disclosed in the cover letter to the editor when the article is submitted and at the conclusion of the article.

Format

Please use APA format (7th edition) for headings, citations and referencing.

Title Page: The title page should contain the title of article; type of article (case study, original research, etc.); name of author/s; highest degree only; area of specialty; if certified by IAOM; addresses (including e-mail address), phone number, institutional affiliation if applicable, and Institutional or Independent Review Board if applicable. In the case of multiple authors, one author should be indicated as the contact person.

Abstract: In 225 words or less, provide a structured abstract with the following sections: Purpose, Method, Results, Discussion.

Keywords: Just below the abstract indicate at least three and at most six key words that best describe the content of the article.

Introduction: Briefly introduce the topic and the purpose for the article. Include pertinent review of literature. If the main purpose of the article is to present a synthesis of the literature this section need not be lengthy.

Body of Article: The main text will vary depending on the type of article. However, most articles will have a section for Methods, Results, and Discussion. If the manuscript is a research article, please include psychometric information.

Conclusions: Conclusion should be stated clearly. Limitations of the study/report and recommendations for future work should be included as appropriate.

Tables/Photographs/Illustrations: Tables, photographs, and illustrations should be submitted either on separate pages at the end of the manuscript or as separate files. Each table and figure should be concise, clearly labeled, and should support the text without unnecessary redundancy. Tables, photographs, and
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