

TIPS FOR AUTHORS

Finishing up Your Manuscript

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Your manuscript has been revised and revised again. All your coauthors have signed off on it. You're actually a bit weary of the whole project and now that you're ready to submit it to the *Journal of Prosthodontics*, you can't wait to send it off. But there are still a few last minute details to check off to ensure that your work speeds on its way to reviewers as quickly and efficiently as possible. These details may seem superficial compared to the research or technical report you have just written, but ignoring them can slow down the progress of your manuscript through the system.

1. Make sure you have chosen a title that is both descriptive and succinct. First impressions matter.
2. Don't ignore the importance of a "clean" manuscript. Proofread your work carefully, run your spell check again, and review the *JOPR*'s instructions for citations, figures, and tables. Don't let a messy manuscript present a negative impression. Remember, even an electronic manuscript should be tidy.
3. Read carefully the instructions for authors on the *JOPR* website again; of course you have already read them but reread just to be safe. The web address is www.blackwellpublishing.com/jopr. See especially the section on the type of report you are writing (e.g., Clinical Research, Techniques & Technology, etc.).
4. Direct submission: Remember that an electronic manuscript, submitted online directly to the *JOPR* at [http://](http://mc.manuscriptcentral.com/jopr)

mc.manuscriptcentral.com/jopr, moves your work most quickly and efficiently through the system to the reviewer. Other options for submission include submitting online to the Managing Editor by attaching a Word file to an e-mail message sent to alethea_gerding@dentistry.unc.edu, or sending the manuscript on a compact disk by snail mail to the *JOPR* editorial office (Alethea Gerding, Managing Editor, Dept. of Prosthodontics, University of North Carolina School of Dentistry, CB7450, Chapel Hill, North Carolina 27599-7450). There is a reason they call it snail mail and your manuscript will move most slowly through the system if you choose this option.

To use the direct submission option, simply go to <http://mc.manuscriptcentral.com/jopr>. If you haven't already done so, create an account at the "create account" link. Once you have created an account, you can enter your "Author Center." Here you will find links to instructions, forms and a wealth of other helpful material (including user tutorials) to help your work move smoothly through the system. As an additional benefit to submitting online, you will be able to check on the status of your paper throughout the review process.

You've spent substantial time and effort on your work, so at this final stage, it's worth a bit of trouble to make sure you've done everything possible to speed your paper through the process toward possible publication.

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