Specific Requirements for Data Resource Submissions to *JDR CTR*

Data Resource Submissions describe a dataset that other investigators can obtain and reuse, where the dataset itself is the contribution. They are not required to report findings or test hypotheses and are not assessed on whether they do.

Eligible resources include cohorts and surveys with oral health measurement; practice-based research network and electronic dental record extracts; linked administrative, claims or registry data; annotated imaging collections; benchmark and evaluation datasets for artificial intelligence; individual participant data from completed trials; and measurement, instrument or calibration resources. There is no minimum dataset size.

Word limit: **3,000 maximum (**Abstracts, acknowledgements, figure legends and references are not included in the word limit.)

Structured Abstract: **300-word structured abstract** under the headings: Introduction; Methods of data collection; Data description; Technical validation; Access.

The abstract must state the dataset name and acronym, the population and setting, the size, the years of data collection, and how the data may be obtained. Figures or tables are limited to a total of **5**. A maximum of **30 references** is allowed. Data dictionaries and full variable listings should be placed in the supplemental materials.

Manuscripts should be organized under the following six headings:

1. **Introduction.** Why the resource exists and what gap it addresses. Include a brief account of any publications that have already used these data, in whole or in part, which should be cited.
2. **Methods of data collection.** Setting, participants, sampling and recruitment, instruments, examiner training and calibration, imaging acquisition parameters where applicable, and annotation or labelling protocols including who annotated and to what standard. This section must state the measurement indices and case definitions.
3. **Data description.** Contents, size, structure, file formats, variables and coding, waves or versions, and known missingness.
4. **Technical validation.** Evidence that the data are fit for reuse: quality control procedures, error rates, inter- and intra-examiner or inter-annotator agreement, and comparison against reference standards where available.
5. **Strengths and limitations.** Both are required. Reuse depends on users understanding what the resource cannot support, including known biases, coverage gaps and constraints on generalizability.
6. **Reuse and access.** What the resource can support, and how it may be obtained. Provide examples of research question the data can address and any linkage or combination with other resources that is possible. Provide information about data access; the license; where access is controlled, the access procedure. Examples of possible uses are illustrative and do not limit what users may do, which is governed by the license and the access terms.

These six sections are required and should appear in this order. They may not be omitted or renamed.

Data Resource Papers do not contain Results or Discussion sections. Analysis beyond that required for description and technical validation should be kept to a minimum. Analyses presented in the paper substitute for reuse of the dataset: the more that is reported here, the less reason others have to obtain, analyze and cite the data themselves. Authors with substantive analyses to report should publish them separately and cite them.

Deposit of a dataset, whether openly or under the access arrangements described for Data Resource Papers, does not constitute prior publication. Publication of a Data Resource Paper does not constitute prior publication of analyses based on that dataset; authors may publish, or may already have published, substantive analyses of the same data elsewhere, and such analyses should be cited in the Data Resource Paper.

Mandatory requirements at submission

The following are required at submission. **Manuscripts without them will be returned to the authors prior to peer review**:

a. **Title format:** Titles of Data Resource Papers must begin with the prefix "Data Resource:" followed by the name of the dataset; is not counted toward the 100-character limit. The title for Data Resource papers is exempt from the guidance above on punctuation and abbreviations.

b. **Persistent identifier, and an explicit access process — with reviewer access.** The dataset must carry a persistent identifier (DOI or equivalent), registered before submission and quoted in the manuscript. Where the raw data cannot leave the authors' institution for governance reasons, the identifier may resolve to a public record of meta-data, provided that record states how access is obtained. A statement that data are "available on request" or "available from the authors," without above particulars, does not meet this requirement.

c. **Access to data:** For a dataset that could be deposited, the deposit need not be public at submission. Authors who wish to delay public release until acceptance may instead provide a reserved or private identifier, or a temporary location such as access-controlled cloud storage, provided reviewers can reach the data without needing an account or contacting the authors. Full public accessibility, under the persistent identifier, is required no later than publication.

   For a resource accessed only through the stated application process; the manuscript should clearly delineate this process.

d. **Controlled access during review:** Where a dataset is subject to access controls because of participant privacy or a governance agreement, seamless and anonymous reviewer access within the review timeframe must still be provided. Acceptable approaches include a temporary bypass of the access control for reviewers, or, where the controls cannot be bypassed, a non-sensitive representative sample of the data made available in its place.

   The editorial office keeps a record of who reviewed each manuscript but does not vet reviewers for this purpose beyond its normal process and cannot issue reviewers individually distinguishable copies or credentials. Authors depositing highly sensitive data should set expectations accordingly. Reviewers of Data Resource Papers undertake, as a condition of accepting the assignment, to keep confidential any data and supplementary material provided for review, in addition to the manuscript itself.

e. **License.** The reuse license must be stated. Restrictive licenses are permitted but must be justified.

f. **De-identification statement.** Authors must describe the identifiers removed and the method used for de-identification.

g. **Ethical approval and consent permitting secondary use**, naming the approving body and approval number. Where the original consent did not anticipate data sharing, state the basis relied on.

h. **Knowledge Transfer Statement:** Within the 75-word limit, it should state in plain language what the resource can be used for and by whom, and the principal limitation on its use. It should not repeat the persistent identifier, license or access route, which appear in the abstract.