



Instructions for authors

We welcome original articles from any part of the world. The papers are assessed by members of the Editorial Board and our international panel of expert referees, then either accepted for publication or rejected by the Editor.

We receive over 1500 submissions each year and accept about 200 for publication, many after revisions recommended by the reviewers, editors or statistical advisers. A decision usually takes between six and eight weeks. Each paper is assessed by two reviewers with a special interest in the subject covered by the paper, and also by members of the editorial team. Controversial papers will be discussed at a full meeting of the Editorial Board. Publication is from four to six months after acceptance.

Proofs of the edited paper and illustrations are emailed to the corresponding author for correction and to respond to any queries from the Editor. The corresponding author will receive 50 free offprints within a few days of publication; additional offprints or reprints can be ordered.

Online submissions through OrthoDox

OrthoDox is the bespoke online submission system through which all manuscripts must be submitted to *The Journal of Bone and Joint Surgery, British Volume*.

In order to make a submission through OrthoDox, please visit <http://orthodox.jbjs.org.uk>. If you are visiting the website for the first time, you will need to create an account before logging in.

Please read our help guides:

- Getting started
- How to submit a paper

These guides are available under the **Help Guides** tab on the menu bar.

To submit through OrthoDox, all papers **must adhere** to the following guidelines, otherwise, the manuscript **will be declined**.

Manuscript Guidelines

- We only accept papers of 4000 words or less from Abstract to References. If you have more words than this please edit your manuscript until you reach the required word count.
- We only accept papers which have 8 authors or less. Please only list authors who have actively written the paper. Any additional personnel associated with the collection of data or production of the manuscript should be thanked in an acknowledgement at the end of the paper.
- Papers should be divided under headings. For most papers this will be: Abstract, Introduction, Patients (or Materials) and Methods, Results and Discussion.
 - **Abstract:** No more than 200 words summarising the most important points in the article. It is unnecessary to include an introductory paragraph in the abstract. **We do not accept structured abstracts. Please remove all headings and rewrite the abstract as one complete, coherent paragraph.**
 - **Introduction:** This should explain the problem which is to be addressed, with a definition of the hypothesis to be examined, outlining briefly its relevance to the current literature.
 - **Patients (or Materials) and Methods:** The subjects of the study and the methods used in the investigation must be clearly described. The reasons for examining the particular group of patients should be made clear and reasons for exclusion of individuals from the study must be stated. Any group used as controls must be defined accurately.
 - **Results:** These must be clearly expressed in simple language. Tables or similar diagrams can be used but must not duplicate material already expressed in the text.
 - **Discussion:** This section must be succinct, pointing out the relevance of the work described in the paper and its contribution to current knowledge. The results must be interpreted clearly, and deficiencies expressed. Discussion of pertinent references must be concise. Please do not repeat your introduction.

- **References:** References in the text should include only those that are important and have been studied in full by the authors. All references will be checked by us; we will request photocopies of the first and last pages of referenced articles which we have been unable to verify.

- References should only be used from published work. Proof of acceptance is required for references cited “in press”.

- They should be presented using the Vancouver system by superscript numbers **in the order of their appearance**. Not in alphabetical order.

- The list of references at the end of the text should be with details and punctuation as follows:

- Journal Reference:

- Allen GM, Wilson DJ. Review article. Ultrasound and the diagnosis of orthopaedic disorders. *J Bone Joint Surg [Br]* 1999;81-B:944-51.

- Book Reference:

- Watson-Jones R. *Fractures and joint injuries*. Vol. 2. Fourth ed. Edinburgh: Churchill-Livingstone, 1955:744-5.

- Chapter in a Book:

- Winguist RA, Frankel VH. Complications of implant use. In: Epps CH Jr, ed. *Complications in orthopaedic surgery*. Vol. 1. Philadelphia, etc: JB Lippincott Company, 1978:99-129.

- Web Reference:

- International commission on radiological protection. <http://www.icrp.org> (date last accessed 20 September 2009).

- Abstract Reference:

- Peterson L. Osteochondritis of the knee treated with autologous chondrocyte transplantation [abstract]. ISAKOS Congress, 2001.

- We only accept papers with **10 figures or less, counting a, b and c separately**. Please ensure you split composite figures into their separate images, as they will need to be uploaded individually to OrthoDox. Each figure will need a full descriptive legend identifying the area of interest and any arrows or lettering. For radiographs please ensure you state view used and the time point at which it was taken.
- We only accept a maximum of 8 tables. Text included in tables will not count towards overall word count. Each table should have a short, descriptive heading. Tables must not duplicate information already given in the text.
- Acknowledgements should be made on a separate page at the end of the text.
- Articles must be double-spaced throughout; do not number individual lines.
- The text and figures **must be blinded** to the source of work and the authors, otherwise the paper may be declined.

Submission

Once you have read the guides and are ready to make your submission, please make sure you have the following documents available:

- Your complete manuscript including Abstract, Introduction, Main Text, References, Tables and Acknowledgments. Please ensure all elements are included in the same document. You will only be able to upload one word.doc file. **Please ensure this doc-**

ument adheres to the guidelines above. If it does not meet the criteria, it will be declined.

- Individual jpegs or tiffs of each figure are to be uploaded separately (no more than 10 can be uploaded). Please split composite images into a, b and c and upload individually with the appropriate legend. It is not necessary to keep the figures embedded in the Word document.

Acceptance:

Upon acceptance please forward high quality versions of any figures. These should be the largest, best quality versions available, as separate, individual files in tiff format. If adding labels to halftone photographs or radiographs please send a separate version without labels.

Permissions:

Permission to reproduce any material or illustrations which has been previously published must be obtained from the author and the publisher, and written evidence of this must accompany the submitted article.

Letters to the Editor:

We welcome letters to the Editor on matters of general orthopaedic concern or about recently published articles. To submit a letter relating to a published article, please go to the article online and click on the link to submit a letter. Where appropriate, the authors of the original article will be invited to submit a response. All letters should be under 300 words, fully referenced and will be subject to selection and editing.

Copyright agreement:

If the paper is accepted for publication we require the authors to sign an Assignment of Copyright before the article can be published. The form will be sent with the acceptance e-mail.

Conflict of interest:

A conflict-of-interest statement will be required for each article which is accepted for publication. This statement will have no bearing on the decision to publish, or not to publish. A choice of one of the following statements will be requested when a decision has been made to accept the paper.

1. The author or one or more of the authors have received or will receive benefits for personal or professional use from a commercial party related directly or indirectly to the subject of this article.
2. The author or one or more of the authors have received or will receive benefits for personal or professional use from a commercial party related directly or indirectly to the subject of this article. In addition, benefits have been or will be directed to a research fund, foundation, educational institution, or other non-profit organisation with which one or more of the authors are associated.
3. Although none of the authors has received or will receive benefits for personal or professional use from a commercial party related directly or indirectly to the subject of this article, benefits have been or will be received but will be directed solely to a research fund, foundation, educational institution, or other non-profit organisation with which one or more of the authors are associated.
4. No benefits in any form have been received or will be received from a commercial party related directly or indirectly to the subject of this article.
5. The author or authors choose not to respond to the above statements.

Journal of Bone and Joint Surgery – British Volume
Preparing a manuscript for submission
Checklist

Abstract

- Not structured, concise prose
- No keywords
- No level of evidence
- Clear hypothesis/question asked
- Briefly describe the design and the results
- State where this paper fits into the current knowledge

Introduction

- Background
- What question is being asked/hypothesis tested
- Design

Patients and Methods

- Clearly state how many patients and why
- Have you carried out a power study? Details given in paper
- How were the patients chosen? Clearly state inclusion/exclusion criteria
- Were they randomised? how
- Demographics
- What tests were carried out? State measurements/units
- What outcome scores were used? Were they validated?
- State who recorded results, were they blinded?
- How were the controls chosen?
- Ensure it is explicitly stated number of patients, cases, joints involved etc
- Bilateral cases
- Where percentages are quoted, numbers have been given
- Patients lost to follow-up included, details given
- What period of time does the study cover? Why?
- Life table/survival analysis included where appropriate
- Ethical approval/informed consent received

Statistics

- Tests used quoted, references included
- Where p values are included, test must be stated
- Exact p values included for statistically significant values

Results

- Where percentages are quoted, numbers have been given
- Means/medians and ranges provided
- Presented clearly
- Numbers/outcomes/tests/follow-up all match text and tables/figures – essential
- Units given for any results



Discussion

- It is appropriate to the question?
- Do your results support your conclusion? How strongly This should be stated
- Place your results into the current knowledge
- Will your results change clinical practice? How?

References

- Should be up to date
- Are they inclusive?
- Try to reduce bias
- Do not include too many

Tables

- Do not repeat results in the text
- Legends comprehensive and clear

Figures

- Maximum of ten figures (counting a, b, c separately)
- Legends supplied separately
- Graphs have appropriate axis labels
- Stains given if presenting histology
- Magnification given if presenting histology
- Submitted individually. Please split composite images into their separate components

General

- No longer than 4,000 words
- Spell out all abbreviations at first use
- Manuscript is blinded – remove any institutional or author names from text
- Letter of transmittal signed by all authors

