

Information to authors

Submission of manuscripts

Manuscripts should be submitted online, www.actaorthopscand.org. Authors are encouraged to provide the names, addresses, and e-mail of potential reviewers. Note the following points:

- a. The manuscript should be prepared according to Uniform Requirements for Manuscripts submitted to Biomedical Journals (www.icmje.org). American spelling is preferred.
- b. Authors submitting a paper do so on the understanding that it has not been published and is not being considered for publication elsewhere. The authors should provide a statement about previous submissions and reports that might be regarded as duplicate publication of the same or a similar paper. Copies of that study should be submitted with the paper.
- c. Authors should provide a description of their individual contributions to the study.
- d. Reports of randomized controlled trials should comply with the CONSORT statement (www.consort-statement.org).
- e. The study protocol (e.g., the protocol approved by the ethics committee) should be available on request.
- f. All documents with original data of relevance to the submitted manuscript should be stored and be retrievable on request for a minimum of 10 years. Authors are encouraged to include a copy of raw data in electronic form and/or make these data available via the internet.
- g. Authors of systematic reviews and meta-analyses are advised to consult the consensus statements QUORUM and MOOSE for randomized trials and observational studies, respectively (see JAMA 2000; 283: 2008-12 and www.consort-statement.org/QUORUM.pdf).

Manuscript layout

Title. The title should include information on the results of the investigation, including the number of patients, average follow-up, and animal or cadaver experiments.

The first name, middle initial(s), and last name of each author should be given with department

affiliations as well as the name, complete address and e-mail of the corresponding author.

Abstract. The abstract should not exceed 200 words. It should consist of 4 parts: Background, Patients/material/animals and methods, Results and Interpretation.

Introduction. The introduction should focus on the state of knowledge at the beginning of the study. The aims and main hypothesis of the study should be stated clearly. Only in exceptional cases should it exceed one typewritten page.

Case reports. These should be short, include the Case history and Discussion without an Introduction.

Patients/material/animals and methods. The selection of subjects and the inclusion or exclusion criteria should be described. Subjects who declined to participate, withdrawals and those with incomplete follow-up should be accounted for. Describe in detail how the measurements were made and the techniques used.

Ethics. Approval by the local ethics committee should be stated with date of issue and registration number.

Statistics. All statistical methods should be mentioned. Unusual methods should be referenced. The tests should be two-sided, unless the use of one-sided tests is justified. No data should be removed, imputed, weighted, adjusted or trimmed unless they are specifically described and justified and its consequences are given.

Hypothesis tests (p-values). These tests should be used, in combination with a defined effect size and when statistical power has been considered. Give p-values with real numbers, if these are greater than 0.001 (1 digit except zeros), otherwise use 'p < 0.001'. Do not use 'ns', 'p > 0.05' or asterisks. In most instances, the 95% confidence intervals should be given, especially in exploratory analyses and when estimating the effects or differences.

Results. Do not give the same data in more than one way. When summarizing the data, always include measures of variability and the number of subjects. Give the median and range—e.g., 60 (35–70) years, the mean and standard deviation—

59 (SD 15) years, and the frequencies for nominal data. The results of matched data should be given in relevant form (e.g., the distribution of pairwise differences). Percentages should not be used if the sample size is less than 100.

Discussion. This section should contain a critical discussion of the results—e.g., the quality of the data (selection and information bias) and adequacy of the statistical analysis (confounding bias). It should also assess the relevant literature for or against the findings and if possible, the conclusions as regards clinical application or further research.

Discuss, do not recapitulate, your results.

Tables. Each table should be self-explanatory, with an adequate title and a logical presentation of the data. Abbreviate words in the columns and explain in footnotes. Each column heading for numerical data should include the unit of measurement. Use SI units. Avoid unnecessary decimals! It is seldom advisable to use more than 2 digits for biologic measurements.

Digital illustrations should be used. A scanned picture or digital photo should usually be about 50 × 70 mm with a resolution of 300 dpi, which gives an uncompressed file size of 1.9 Mb in color and 500 kb in gray-scale. A black and white drawing or graph may be scanned in 800 dpi bitmap, i.e. 1 bit TIFF. A 70 × 70 mm graph gives a file size of 600 kb. The preferred format is a TIFF-file. The resolution of WEB illustrations (gif) is usually too poor. Color photos should be in CMYK colors. The cost of color will be paid by Acta. Embed moderately JPEG compressed versions of your illustrations in your online submitted file. These illustrations will not be used for production.

Highlights, arrows and letters may be added to digital photos but keep a clean version of the photo for the layout process. Acta prefers to add these as a separate layer.

For digital graphs, use a graphics program that can export EPS-files. Avoid frames around diagrams, diagrams with perspective drawing, and bar graphs or histograms (use tables). Symbols should be consistent throughout a series of figures. Each axis should be horizontally labeled, with a description of the variable it represents. Use sans serif letters (Arial or Helvetica). Make diagrams in black-and-white with gray or color areas, but avoid complex patterns.

Acknowledgments. Technical help and financial or other sponsorship may be acknowledged.

Conflicts of interest, if any, should be clearly stated in the manuscript on submission. When the manuscript is accepted for publication, all authors are asked also to sign a conflict of interest statement.

References. We prefer the references to be cited by name and year (chronologically) of publication in the text instead of giving their numbers, i.e. one author, two authors or author et al. and year. Thus, the list of references should be given in alphabetical order.

Submission

Use a common word processor and put your manuscript in one file. Embed tables and compressed illustrations in your word processor file for online submission at <http://www.actaorthopscand.org>.

After acceptance of your paper a new upload of the revised manuscript and of clean, high resolution illustrations as separate files will be required. If the file size is large you may then instead supply the TIFF-, Photoshop- and EPS-files separately on a CD. Name your files with manuscript number and figure number. Illustrations that are originally on paper should be marked and submitted for professional scanning.