

THE UNIVERSITY OF NEW MEXICO ORTHOPAEDICS RESEARCH JOURNAL

INSTRUCTIONS FOR AUTHORS

The University of New Mexico Orthopaedics Research Journal (UNMORJ) is a peer-reviewed publication of The University of New Mexico Department of Orthopaedics & Rehabilitation. *UNMORJ* highlights original research relevant to orthopaedic surgery and engineering. Manuscripts will be warmly received from faculty, fellows, residents, students, staff, and alumni.

General Policies

Articles are accepted for exclusive publication in *UNMORJ*. Previously published articles are not accepted; however, a summary of ongoing research is eligible for submission. Additional requirements include the following:

1. Authors warrant that their submission to the journal is an original work.
2. All reports of prospective clinical trials submitted for consideration for publication must have been registered in a public trial registry (eg, clinicaltrials.org).
3. All manuscripts describing a study with human subjects must include a statement that the subjects provided informed consent for their participation and that the study was approved by an institutional review board.
4. All manuscripts describing a study in animals must include a statement that the study was approved by an institutional animal use committee.
5. All submissions adhere to the criteria for authorship of the International Committee of Medical Journal Editors (ICMJE; <http://goo.gl/1kNg91>).
6. *UNMORJ* does not require authors of articles published in the journal to assign copyright to the journal; copyright is retained by the authors.

Manuscripts for consideration in the 6th volume of *UNMORJ* must be submitted to unmorj@gmail.com by January 10, 2017. Please contact Sahar Freedman, Copy Editor, (SaharF@salud.unm.edu) if you have any questions or desire early editorial assistance.

Double-Blind Review and Submission Documents

UNMORJ uses a double-blind review in that both the reviewer and author remain anonymous to each other. Thus, the manuscript must not contain “identifying” information (eg, author names or affiliations). The following parts must be attached as separate documents upon submission to unmorj@gmail.com:

1. Title page, including full author details.
2. Manuscript, including the abstract, body, references, tables, and figure legends.
3. Figures, each uploaded as a separately saved file.

General Formatting

Title pages and blinded manuscripts must be submitted as Microsoft Word documents. Use Times New Roman, 12-point typeface and double spacing (including in the references list and tables). Use 1-inch margins on the top, bottom, and sides of each page. Do not justify the right-hand margin; use “ragged right.” Number all pages continuously in the upper right-hand corner (eg, beginning with the abstract in the manuscript). With some minor exceptions, *UNMORJ* follows the style, format, and usage guidelines described in the *AMA Manual of Style* (10th edition).

Title Page

Titles should be concise, specific, and informative; do not use abbreviations. The title page is saved as a separate file from the blinded manuscript.

Aside from the title, the title page includes the following information:

1. The authors’ full names; highest academic degrees; and affiliations at the time of research and, if since changed, at the time of submission.
2. The name and address of the corresponding author, including a telephone number, fax number, and email address.
3. Any sources of funding for the study.
4. Any acknowledgements, including to statisticians; laboratory technicians; physicians who contributed patient data but were not involved in the study design nor manuscript preparation; administrators who secured research funding; and individuals who provided writing or editorial assistance.

Blinded Manuscript

UNMORJ considers the following types of original articles: clinical and basic science studies, case reports (including case series), reviews, technical notes, and reflections. Define abbreviations at first mention. Use generic names for drugs and SI units for measurements.

Abstract

The abstract is placed on the first page. Abstracts of scientific articles and reviews are limited to 250 words; abstracts of case reports and technical notes are limited to 150 words. Scientific articles require a structured abstract of Background, Methods, Results, and Conclusions. Reviews, case reports, and technical notes do not require structured abstracts.

Scientific Articles

Scientific articles are limited to 2500 words, excluding the reference list, with the text organized by Introduction, Methods, Results, and Discussion. Include a paragraph on study limitations at the end of the discussion section. No more than 25 references should be cited.

Case Reports

Case reports should be 1200 words or less, excluding the reference list, and are organized by Introduction, Case Report(s), and Discussion. Case reports should *not* contain an extensive review of the literature; the maximum number of references is 15.

Reviews

The maximum length of a review is 3200 words, excluding the reference list, which is limited to 40 references. The headings used depend on the topic.

Technical Notes

Technical notes describe a modification of, or a helpful “tip” for, a documented procedure. These are limited to 1200 words, excluding the reference list, with the text organized under the following headings: Introduction, Technique, and Discussion. Technical notes should *not* contain an extensive review of the literature; the maximum number of references is 15.

Reflections

Limited to 1000 words, excluding the reference list, reflections can include opinion essays and thoughts on orthopaedic-related topics. Abstracts, acknowledgments, structured headings, tables, figures, and references are not enforced but are accepted.

References

All references must be cited in the text of a manuscript, in the order of their mention in the text, by using a superscript number. The reference list should not be alphabetized. “Personal communications” cannot be included on the list of references.

This list begins on a new page after the manuscript’s main text. References are formatted in *AMA* style except for the following: the abbreviations for journal and book titles are not italicized; there is no period after the abbreviation; and the complete number of the last page is omitted (eg, 345-9 instead of 345-349). Use abbreviations for journal titles specified by the National Library of Medicine (PubMed). Names of all authors of each reference should be provided unless there are more than six, in which case the names of only the first three are given, followed by “et al.” Examples of *UNMORJ* reference style are shown below:

Journal article

Coughlin MJ, Schenck RC Jr, Grebing BR, Treme G. Comprehensive reconstruction of the lateral ankle for chronic instability using a free gracilis graft. *Foot Ankle Int* 2004;25(4):231-41.

Cheema T, Salas C, Morrell N, Lansing L, Reda Taha MM, Mercer D. Opening wedge trapezial osteotomy as possible treatment for early trapeziometacarpal osteoarthritis: a biomechanical investigation of radial subluxation, contact area, and contact pressure. *J Hand Surg Am* 2012;37(4):699-705.

Nakamura K, Hirachi K, Uchiyama S, et al. Long-term clinical and radiographic outcomes after open reduction for missed Monteggia fracture-dislocations in children. *J Bone Joint Surg Am* 2009;91(6):1394-404.

Book chapter

Schon LC, Mann RA. Diseases of the nerves. In: Coughlin MJ, Mann RA, Saltzman CL, eds. *Surgery of the Foot and Ankle*. Vol 1. 8th ed. Philadelphia, PA: Mosby Elsevier; 2007:613-85.

Entire book

Tile M. *Fractures of the Pelvis and Acetabulum*. 2nd ed. Baltimore, MD: Williams & Wilkins; 1995.

Graphic Elements (Tables and Figures)

Tables and figures should complement, not duplicate, the text of a paper. Neither the tables nor the figures are embedded within the text of the manuscript: the tables are placed after the references in the Word file, whereas the figures are submitted separately as graphic files.

Tables

Tables are placed in the Word document after the reference list, with one table per page. Use the Word table function, not PowerPoint or a spreadsheet, to compose tables. Each table must be numbered (Arabic numerals) and have a title at the top.

Figure Legends

All figure legends must be placed together, in the order of their citation in the text, on the last page of the Word document containing the text and tables. The figure legends should not be placed on the figures themselves. All figures must be numbered (Arabic numerals). Figures can have more than one part (for example, Figure 1A, Figure 1B, etc).

Figures

Figures must be submitted in EPS, TIFF, PPT, or JPEG format, with a minimum of 300 dpi. Attach each figure as an individual file. For example, a figure containing parts 1A, 1B, and 1C should be saved separately under file names of “Figure 1A”; “Figure 1B”; and “Figure 1C.”

Magnification, internal scale markers, and stains must be included on the figures when appropriate. Make sure that any information that could be used to identify a patient has been removed from photographs or other images.