INSTRUCTION TO AUTHORS

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A cover letter will be required in addition to the manuscript. The letter should contain the following paragraphs: "The article is original and has not been submitted to any other journal. The author(s) undersigned hereby transfer all copyright ownership to the Malaysian Orthopaedic Journal". This letter should be sent together with the hard copy manuscript or sent separately in the case of electronic submission to the mailing address of the journal.

Authors should have participated sufficiently in the work to take public responsibility for the content for the article published. The editor may require authors to justify the assignment of authorship.

Format of Manuscript

General

The manuscript should be prepared on A4 size paper and double-spaced. Use size 12 point fond Times New Roman throughout (including title page, abstracts, references, tables and illustrations). There margin should be 2.5 cm on all sides and the text should be "left hand" justified only. All pages should be numbered on the top right corner.

Measurement should use SI units. Spell out "one" to "ten" at the beginning of a sentence, and "one" at all times. Arabic numerals should be used otherwise. Each of the following manuscript components should begin with a new page.

Title page

This component should contain the following

- Title of the article
- Author(s) name (initials and family name) followed by one academic qualification
- Author's institution in the form of footnotes
- Name and address of the corresponding author (including email and mobile number if available)
- Short running head not more than 40 characters

Abstract

- Should consist not more than 150 words.
- Both structured and unstructured abstracts can be accepted.
- For original articles, results and conclusion should be included.
- Below the abstract, provide 5 keywords or short phrases to assist in cross indexing of the article.

Introduction

- Provide only relevant information and references
- Do not review the subject extensively.
- Do not include results or conclusion of the study.
- State the purpose of the study clearly.

Materials and methods

- Specify the selection of subjects or study groups clearly.
- Describe the methods, apparatus (including manufacturer's name in paranthesis) and procedures in sufficient detail to allow others to reproduce the study.
- Provide reference to established methods, brief descriptions for methods that are not well-known.
- Describe new or substantially modified method, giving reasons for using them and evaluate their limitations
- Describe the chemicals and drugs used (including generic names, dosages and routes of administration).

- Describe statistical methods used with adequate details to enable a knowledgeable reader to verify the reported results.
- Ethics :
  - When reporting experiments on human subjects, indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) and with the Helsinki Declaration of 1975, as revised in 1983.
  - Do not use patients' names, initials, or hospital numbers, especially in illustrative material.
  - When reporting experiments on animals, indicate whether the institution's or a national research council's guide for, or any national law on, the care and use of laboratory animals was followed.

Results
- Present the important findings in a logical sequence.
- The results can be supplemented with tables or illustrations.
- Do not repeat all the data contained in the tables or illustrations. Emphasize only the important observations.

Discussion
- Emphasize only important findings, their implications and limitations.
- Avoid repeating in detail data provided in the results and introduction.
- Relate the observations to other relevant studies.
- Avoid statements that are not completely supported by results of the study.
- Whenever recommendations for treatment are made, the patients groups and applicable conditions must be carefully defined.

Conclusion
- Link conclusions to the aim(s) of study
- All conclusions must be supported by the results of the study
- Avoid claiming priority to work that has not been completed.

Acknowledgement
- Recognise those who contributed to the study but are not justified to be an author.
- State any grant funding that was used for the study (include grant number and name of institution / organisation).

References
- Number references consecutively in the order in which they are first mentioned in the text, tables or illustrations.
- Present references in Vancouver style. References in the text should be cited each by a reference number in 'Arabic numerals' in square brackets as 'superscript' e.g. [1] or [2-3]
- List the first 6 authors followed by "et al".
- Journal titles should be abbreviated in accordance with *Index Medicus*.
- Authors are responsible for the accuracy of references and must verify them against original documents.

Tables
- Use of tables should be kept to a minimum.
- Roman numerals should be used for numbering tables (e.g. Table I, Table II).
- Present each table on a separate page, with clear legend ABOVE it.
- The content of a table should be clearly labelled so that it is comprehensive without reference to the text.

Illustrations
- Arabic numerals should be used for numbering illustrations, and present them as "Figures" (e.g. Figure1, Figure2).
- Describe each illustration on a separate page, with clear legend BELOW it.
- All reproduced materials must have the written permission of the owner (publisher), and it must be so indicated in the legend.
- Coloured illustrations may be accepted upon request, but the author will have to bear the cost of printing.
- For electronic submission,
  - Low resolution images should be pasted on single pages of the electronic document.
  - Higher resolution images (300 DPI or higher) should be submitted as separate files (JPEG) and named according to figure numbers.
- For hard copy submission,
  - Black and white glossy photoprints (18 X 12 cm) in duplicate
  - It should be mounted on A4 paper, numbered correctly.

Case Reports

Interesting cases with unique features in the diagnosis and management will be considered for publication. Describing the outcome of treatment or survival of a rare condition is more important than reporting its distinct entity and the treatment offered.

A case report should adhere to the following guidelines
- Maximum of 1000 words excluding the abstract.
- Maximum of one table, 2 illustrations and 5 references
- Suggested components: abstract, introduction, case report and discussion, references.