INSTRUCTION TO AUTHORS

The *Malaysian Orthopaedic Journal* is the official publication of **Malaysian Orthopaedic Association (MOA)** and **ASEAN Orthopaedic Association (AOA)**. It is a peer-reviewed journal that publishes review articles, original papers, case reports, letters to editor and special articles.

Articles are published in print and online. They are citable with the digital object identifier number (DOI).

Disclaimer
Through the Journal has been compiled with great care, the Malaysian Orthopaedic Journal disclaims any duty to investigate any information, procedures, design and the like which may have been described in the Journal. The appearance of any information in this Journal does not guarantee the publication is free from errors and the opinion and statements expressed are not necessarily endorsed by the Malaysian Orthopaedic Journal.

Copyright
The journal allows readers to read, download, copy, print, search and distribute the published articles, provided the authors are properly acknowledged and cited. The materials can also be used for linking, indexing or any other lawful purposes.

Manuscripts
Authors are requested to ensure that the manuscript is prepared according to the format to avoid delay in publication.

MOJ website: http://www.morthoj.org/ MOJ Secretariat: Ms Nurul Jannah Email: morthoj@gmail.com

A cover letter will be required in addition to the manuscript. The letter should contain the following paragraphs: "The article is original, has not been previously published either in printed or electronic form, and is not under consideration for publication elsewhere.

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.

MOJ adheres to the guidelines on authorship outlined by the International Committee of Medical Journal Editors in the Uniform Requirements for Manuscripts Submitted to Biomedical Journals, which can be viewed at: http://www.icmje.org/ethical_1author.html

Each author must submit the International Committee of Medical Journal Editors (ICMJE) Uniform Disclosure Form for Potential Conflicts of Interest for submission. Authors can access the interactive PDF form at the link below, complete the form electronically, and save before submitting.

Link for this form: ICMJE Uniform Disclosure Form for Potential Conflicts of Interest (http://www.icmje.org/coi_disclosure.pdf)

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain written permission from the copyright owner. Evidence that such permission has been granted must be submitted together with the manuscript.

Format of Manuscript General
The manuscript should be prepared using size 12 point fond Times New Roman throughout (including title page, abstracts, references, tables and illustrations). Other than the main section headings, subheadings are not recommended. 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.

Generic names of drugs should be used. For specific implants, instruments and devices, the manufacturer, city, and country should be provided in square brackets.

Title page
This component should contain the following
- Title of the article
- 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, result and conclusion should be included.
- Below the abstract, provide not more than 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.

Material and method
- Specify the selection of subjects or study groups clearly.
- Describe the methods, apparatus (including manufacturer's name in parenthesis) 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 methods, 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 not justified to be an author.
- State the grant awarded 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 e.g. [1, 2, 4] or [5-7, 9]
- 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
- Use of illustrations or diagrams should be kept to a minimum.
- 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.
- For electronic submission,
  - Low resolution images should be paste on single pages of the Word document.
  - Higher resolution images (300 DPI or higher) should be submitted as separate files (JPEG/TIFF) and named according to figure numbers.

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, 3 illustrations and 5 references.
- Suggested components: abstract, introduction, case report and discussion, references.

Letters to the Editor

The journal encourages commentaries of published articles and other materials that is of general interest to the readers or medical community as a whole. Communications should be directed to the chief editor. It should not exceed 500 words.