

Author guidelines

Orthopaedics & Traumatology: Surgery & Research

Revue de Chirurgie Orthopédique et Traumatologique

Orthopaedics & Traumatology: Surgery & Research (OTSR) and its French version *Revue de Chirurgie Orthopédique et Traumatologique* (RCOT), publish original scientific works in English and French related to orthopaedics from all domains. All the original articles, case reports, and technical notes are published in English and French: in English (OTSR) in electronic form only and in French (RCOT) in paper and electronic editions. Only the English version (OTSR) is indexed in the international databases. The original articles must not have been published elsewhere or be simultaneously submitted for publication in another journal.

The journal agrees to use the “Uniform Requirements for manuscripts submitted to biomedical journals” (www.icjme.org).

Authors must submit only an electronic version of the article using the journal’s online submissions site: <http://ees.elsevier.com/otsr-rcot>

French-speaking authors should submit in French. Non-French-speaking authors can submit in either French or English. All articles accepted will be translated from French to English or from English to French by the Editorial Board.

The authors guidelines are the same for both languages. In consulting these guidelines, make sure that your article corresponds to the journal’s editorial rules before uploading your files to the submission site

1. SECTIONS

When authors submit their manuscript, they should specify the section in which they wish to be published: *original articles, case reports, technical notes, review articles, letter to the Editor, professional practices* (only in the French version)

1.1. Original articles

An original study is a scientific report and therefore should adhere to the rigorous standards of an experimental research protocol in its methodology and its written presentation. It should contribute new and complete concepts, or challenge or confirm known concepts. When it reports on *clinical research*, it should indicate the incidence its *conclusions* has on medical decisions because *clinical guidelines* may be based on these studies. When the article reports an *experimental study*, it should include a review of its *clinical justification* and point out any later *practical applications* should this be relevant. Original studies should therefore conform to the *international standards* and adhere to *scientific style* and *structure* (Introduction, Material and Methods, Results, Discussion) in the article’s presentation.

The introduction should include:

- the current state of the knowledge and the reasons for conducting the study;
- the working hypothesis;
- a statement of the main research objective and any secondary objectives, which will be compared to the results obtained in the conclusion.

The methods should systematically include the description of:

- the study’s material with the inclusion and exclusion criteria;
- the protocol applied and the type of study conducted (retrospective, prospective, etc.);
- the methods used for evaluation;

- the main criterion and the outcome measure;
- the statistical methods used.

The results should be expressed precisely and concisely.

The discussion:

- reports the study’s strong and weak points (type of study, cohort numbers, subjects lost to follow-up, selection bias, measurement bias, confusion bias, etc.
- compares the results obtained to the objectives of the study to confirm or refute the initial hypothesis;
- compares the results obtained with those reported in the literature;
- provides possible practical recommendations.

For studies conducted with human subjects, how the study respected the *ethical standards* required by the governing Ethics Committees should be explicitly stipulated. In addition, studies on animals should respect the ethical requirements in the domain.

A concisely written article facilitates the reader’s task and comprehension. An original study should not be longer than **3500 words** (including abstract and not counting references and illustrations).

The article must be preceded by an *abstract no longer than 300 words*.

At the end of the abstract, the author is requested to evaluate and specify the strength of the conclusions in relation to the validity of the methodological choices in terms of *level of evidence*:

- I: high-powered prospective randomized trial or meta-analysis;
- II: low-powered prospective randomized trial;
- III: case-control study;
- IV: retrospective or historical series;
- V: expert opinion.

The contents and objectives of *certain original articles* related to *professional practices* do not correspond to studies on clinical medicine, surgical or investigative

technique, or research, although they contribute *useful information for medical practices*. The topics they treat do not usually satisfy the methodological and structural demands imposed on scientific articles. *They should be no longer than 3500 words*. They belong to a section reserved for this type of article, which appears exclusively in the French edition.

If your study comes within basic research, it should be directly submitted in English. Please specify in the cover letter the experimental nature of your proposal.

1.2. Review articles

A review article is based on an extensive critical analysis of the literature and focus on a question that needs review because of the number of publications, their wide dispersion, or their heterogeneity (clinical, basic research, etc.). *It should be no longer than 6000 words and include an abstract no longer than 300 words.*

1.3. Clinical reports

A clinical report describes observations of one or several rare cases whose originality must be demonstrated by a detailed study of the literature. They include the description of the observation(s) reported, followed by a discussion or comments showing the significance of the case(s) and if relevant comparing the new observations with cases that have already been published. The text of a clinical report *should be no longer than 1500 words and include an abstract no longer than 150 words.*

1.4. Technical notes

A technical note article presents a technique, instrumentation, exploration method, or an assessment method that is truly new compared to earlier publications. Surgical techniques should be supported by sufficient experience and contain substantial illustrations. An evaluation or measurement method should specify how it was validated. A technical note *should be no longer than 1500 words and include an abstract no longer than 150 words.*

1.5. Letter to the Editor

A letter to the Editor conveys *a reader's comments* on an article published in the journal that can report an identical or contrary experience or complementary bibliographical information on the study reported. It aims to establish a dialogue between the journal's authors and readers. It is customary to print the original author's reply. It should be *short (500 words)* and precise to allow for a clear response.

2. RULES FOR SUBMISSION

Original articles should not have been published elsewhere or be simultaneously submitted for publication in another journal.

2.1. Article size

Brevity makes the article more accessible, readable, and comprehensible. The maximal number of words below includes the abstract.

- Original study: 3500 words

- Review article: 6000 words
- Case reports and technical notes: 1500 words
- Letter to the Editor: 500 words.

2.2. The text file

The text file comprises: the *title page* (title, authors; complete contact information) and the *manuscript*; (the abstract and the English key words; text; references; tables and table legends; figure legends);

On the first page:

- *the title* (always concise) AND *the running title* = a shortened title appearing at the top of the page (maximum, 80 characters),
- *the list of authors* and for each author the affiliation, city, and country AND the e-mail address and phone number of the corresponding author.

On the second page:

- *the abstract*: it must be concise, factual, and present the main quantitative results. It should be structured.
 - o Original articles: 300 words. *The following sections must be included: Background, Hypothesis, Articles, Materials and Methods, Results, Discussion, and Level of evidence (with study design).*
 - o Review articles: 300 words.
 - o Clinical reports and Technical notes: 150 words.
- *Three to five key words* in English should immediately follow the abstract, chosen among the English key words of the Index Medicus Medical Subject Headings.

On the following pages:

- *The manuscript.*
- *Tables with table legends and table footnotes at the bottom of the table. Figure legends should be on separate pages from the manuscript.* Any results that can be expressed typographically can be presented in *tables*, provided that they are clearly presented. For small clinical series, a summary table can display all the data for each of the observations. Each table must be cited in the text. Each table should be headed by *an informative title* and any explanations or notes concerning the units of measure, abbreviations, or statistics should be footnoted below the table. The tables should not be included in the body of the manuscript. They should be numbered in Arabic numerals in the order they are first cited in the text.
- *Bibliographic references: six rules are imperative:*
 - o All *references cited* in the text *must be included in the reference list.*
 - o All the references in the reference list must be *cited in the text by a number between square brackets.*
 - o All the references used should be *accessible to the reader*, which excludes personal communications, unpublished data, doctoral dissertations, and conference papers that have not been published. The *reference list* should be presented separately at the end of the article.
 - o The references should be *listed and numbered in the order they appear in the text using Arabic numerals.*
 - o References to *Revue de Chirurgie Orthopédique* should cite:
 - before 1 January 2009: the French-language journal (Rev Chir Orthop).
 - after 1 January 2009: only the English-language journal (Orthop Traumatol: Surg Res)

- Journal titles are abbreviated following the U.S. National Library of Medicine nomenclature. Examples of references:

Journal article:

- Svendson LB, Kristensen P, Johansen S. Intestinal obstruction caused by an aberrant umbilical vein. *Acta Chir Scand* 1977;143:191–2.

Journal supplement:

- Frumin AM, Nussbaum J, Esposito M. Functional asplenia: demonstration of splenic activity by bone marrow scan. *Blood* 1979;54(Suppl 1):26–32.

Book:

- Eisen HN. *Immunology: an introduction to molecular and cellular principles of the immune response*. 5th ed. New York: Harper and Row; 1974.

Book chapter:

- Weinstein L, Schwartz MN. Pathogenic properties of invading microorganisms. In: Sodeman WAJr, Sodeman WA, editors. *Pathologic physiology: mechanisms of disease*. Philadelphia: WB Saunders; 1974. p. 457–72.

Publication of conference papers:

- DuPont B. Bone marrow transplantation. In: White HJ, Smith R, editors. *MEDINFO 92. Proceedings of the meeting of the International Society of Hematology*; 1992 Sep 6–10; Geneva, Switzerland. Amsterdam: North Holland; 1992. p. 44–6.

Articles in press are cited as above, followed by: *in press*, year of publication.

- Conflict of interest disclosure statement (see above).

2.3. Illustration or figure files

The figures are cited in the text by number (Arabic numerals) in the order they appear in the text. They must be separate from the text, i.e., *not integrated into the text file*. The figures (diagrams, drawings, color or black-and-white photos, histograms, graphs) should always be provided in separate files, one file for each figure, or in a zipped file with one file per figure. The figures can be supplied *in color*: they will be published in color in the electronic versions (OTSR and RCOT) and in black and white in the paper version (RCOT). The authors are requested to consult the detailed instructions concerning figure images at the following url: <http://www.elsevier.com/wps/find/authors/authorsartworkinstructions> All problems should be addressed to: authorsupport@elsevier.com

The figure legends are placed after the text (see above). The figures reinforce the text to illustrate or present the results that cannot be presented as a table. Figures comprise photographs, radiographs but also histograms and graphs. *Figures should be provided in TIFF (.tif), EPS (.eps), or PDF (.pdf) format*. Word, Powerpoint, and Excel formats should be avoided. To allow the editor to easily identify the figures, please name the files with the figure number and the format used, e.g., “fig1.tif.”

The minimum resolution for the figures should be 300 dpi for black-and-white or color photographs and 500–1000 dpi for graphs or diagrams. High resolution is absolutely necessary for printing.

Typed items should be included in the figure itself only if they are indispensable to the comprehension of the figure.

The author must check that the items are legible in the journal’s format (maximum width: 83 mm).

For any use of a figure and text already published, the author must provide the written permissions letter. The author must make the request from the publisher and/or author of the original publication.

2.4. Statistics, units of measure, etc.

The statistical methods used should be clearly presented to allow verification of all results reported.

All medications and other drugs should appear under their international nonproprietary name, with the trade name followed by ® in a footnote including the manufacturing laboratory and its head-office. Surgical materials and implants should be written under their generic name with a footnote mentioning the manufacturer’s name, its head-office, and the trade name of the device followed by ™. The units of measure for length, height, weight, and volume must be in the metric system or their multiples. Temperatures must be in degrees celsius and blood pressure in millimeters of mercury. The hematological and biochemical measurements should be expressed according to the International System of Units. Any abbreviation or acronym is written out in full followed by the abbreviation in parentheses at its first mention in the text. Anatomical descriptions should use the international nomenclature (anatomica parisiensis).

2.5. Conflict of interest

The journal follows the international practices relative to potential conflicts of interest in the submitted articles. Any manuscript submission must include a conflict of interest disclosure statement. A conflict of interest exists when an author and/or co-author has financial or personal relationships with other persons or organizations that may influence professional judgment concerning an essential value (patient’s well-being, research integrity, etc.). The main conflicts of interest are financial interests, clinical trials, occasional consultancies, family relations, etc.

All authors of the publication must disclose any financial or personal relationships that could be considered as having a potential conflict of interest only bearing on the subject matter of the text published.

- If there is no conflict of interest in relation with the article submitted, the following statement must be added directly in the manuscript: *Conflict of interest: none*
- If there is one (or several) conflict(s) of interest with one or several authors of the article, the complete list of these conflicts of interest must be mentioned at the end of the manuscript, before the bibliographical references and following the presentation below, with *the initials of the authors concerned and the name of the company, as in the examples below.*

Examples of conflict of interest statements, TO BE ADDED AT THE END OF THE TEXT, under the acknowledgments (if present):

- C. R., E. L. Financial interest in Barbot S.A.;
- E. L. Owner, director, employee, participation in a company’s decision body;
- Other regular activities in Chups SAS;
- J.-J. E. Clinical trials: as principal investigator, coordinator or main researcher for RTM SARL;

- P. L. Clinical trials: as co-investigator, associate researcher collaborator in the study for Light & Co;
 - F. W. Occasional consultancies: expert reports for EFS Associated;
 - M. D. Occasional consultancies: consultancies for SFC;
 - C. G. Conferences: invitations as a presenter for KKS & Son;
 - M. S. Conferences: invitations as an auditor (travel expenses paid by a company) for Régis SA;
 - C.-A. S. Substantial contributions to the budget of an institution under author's responsibility, Aphelion;
 - M. F. Close relatives employed in the companies declared below;
 - A.D. Conflict of interest: none.
3. If no conflict of interest disclosure statement has been included by the author (co-authors), the following statement will be published in the article: Conflict of interest: the authors have not included a conflict of interest disclosure statement.

3. MANUSCRIPT SUBMISSION AND REVIEW

3.1. Submission

Authors are requested to respect the formatting and content rules outlined here and to submit their article using the online submission and review system, Elsevier Editorial System (EES), at the following address: <http://ees.elsevier.com/otstr-rco>

Configuration required

- For PC Windows
NT4, 2000, XP and above - Internet Explorer 5.5 and above - Netscape 7 and above - Firefox 0.9 and above - Opera 7.51 and above
- For Macintosh
9.x, OS X - Internet Explorer 5.x and above - Netscape 7 and above - Firefox 1.0 and above - Safari 1.0 and above - Opera 7 and above
Adobe Acrobat Reader 6.0 and above (free download): <http://www.adobe.fr/products/acrobat/readstep2.html>
Text file formats accepted are MS Word and Wordperfect.

3.2. How does the Elsevier Editorial System work?

On the home page of the online article submission site of OTSR-RCO, click on "register" in the horizontal list of links at the top of the screen. You are first asked to enter your first name and last name and your e-mail address. Additional information is then requested: the article title, your preferred contact information, country, another address, and the user name chosen. Once this information has been entered, you will receive an e-mail confirming your username and your password.

You only need to register once when you use the submission site for the first time. Every time you connect thereafter, you click directly on "login" and type your user name and password, then click on "author login" to enter the system. Once you have been identified and have entered the system, you follow the instructions indicated to enter the information concerning the article submission, and do the same to upload the files of your manuscript. **Distinct files** are necessary (see the paragraph above, "Rules for submission"):

- The text file comprises: the *title page* (title, authors; complete contact information) and the *manuscript*; (the abstract and the English key words; text; references; tables and table legends; figure legends);
- figure files: one file per figure

3.3. Reviewing the manuscript

The articles submitted for publication are peer reviewed by at least two reviewers and are managed by one editor. The reviews are brought together and examined by the Editorial Board, which can:

- *Accept the publication as it is or refuse it* if it does not correspond to the journal's editorial standards. Under no circumstances does the journal commit to a manuscript that is submitted until the final decision of the Editorial Board.
- *Decide to accept the article in principle provided that modifications are made* based on the editor's observations and the requests of the above-cited reviewers. *Making the requested corrections allows the article to be accepted, then to be translated* and proceed to production. However, when the changes requested are consequential and important, the Editorial Board retains *the possibility of publication provided that the article is rewritten* with new analysis of the data. This manuscript will be submitted to the same review cycle as a new manuscript.

3.4. Production and correction of proofs

During production of the manuscript accepted for publication, the corresponding author will receive a copyright transfer form by e-mail, which will be duly completed and signed by the author responsible for the article in the name of all the authors and then returned to the editor without delay. The corresponding author will receive the electronic proofs of the article in PDF format or by post if necessary. This author is responsible for the corrections. Modifications of the content are not accepted on proofs. The corrections are limited to typographical changes. The authors must return the corrected proofs within 2 days. The corresponding author will receive an off-print in PDF format. As soon as the article is published, all requests for reproduction should be addressed to the publisher.

The instructions to authors are available on the internet site: <http://ees.elsevier.com/otstr-rco>
Submission of articles exclusively via the online submission site: <http://ees.elsevier.com/otstr-rco>

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