

THE JOURNAL OF MUSCULOSKELETAL MEDICINE®

GUIDE FOR AUTHORS

In your article, please emphasize practical recommendations for managing patients in office practice.

The manuscript need not be long; 8 to 10 double-spaced, typewritten pages (about 2,000 to 2,500 words) using the “Times New Roman” font in the 12-point size is a good guideline. Please use one-inch margins on top, bottom, left, and right sides on 8 ½ by 11-inch paper. **Submission on computer diskette or via e-mail is strongly encouraged.**

An active, bright style—writing just as you would talk in person to one of your colleagues—helps communicate information quickly to busy physicians. We edit manuscripts to achieve this style if necessary, but not to alter medical content. You will, of course, have an opportunity to review the edited manuscript (and questions from reviewers) before it is set in type.

When you submit the manuscript, **please include a copy of your curriculum vitae** (and those of your co-authors) to aid us in preparing a brief biographical paragraph. Please limit the number of authors to **no more than 4**.

An **honorarium** will be provided upon receipt of the author-approved prepublication draft. Please specify in your cover letter whether the honorarium should be paid to only you; to be divided among the two, three, or four authors; or to be donated to a nonprofit charity or organization (please supply the TAX ID # and the organization’s contact person’s name and telephone number).

Please **cite references for the key concepts** in your discussion **or for any specific published studies or data that you cite**; however, we ask that you **limit the total number of references to no more than 15 to 20** of the most important. We encourage you to additionally list about five “suggested readings” for physicians who want further information, with a brief (one sentence or phrase) annotation explaining the relevance of each. References should be numbered and listed **in the order** in which you cite them, and should include the following:

- Journal articles: First four authors’ names, article title, journal, year, volume, inclusive page numbers.
- Books: Chapter authors and title, book editors and title, city, publisher, year, pages.

We welcome whatever **illustrations** you think would be helpful to readers, including photographs, x-ray films, charts, tables, graphs, flowcharts, or line drawings. Here are a few tips to save you time and expense while permitting the best possible reproduction quality:

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Special note: Regrettably, we find it necessary to emphasize two points:

- As a matter of editorial policy, we will not publish articles that have been written by, or whose development was funded by, a pharmaceutical company, public relations agency, or similar outside source.
- Articles published must be original. Although you may have written on the same subject at other times, the manuscript submitted to our journal should be substantially different.

SUBMITTING MANUSCRIPTS: COMPUTER DISKETTES OR VIA E-MAIL

The Journal of Musculoskeletal Medicine encourages submission of articles on 3 ½-inch computer diskettes or via e-mail transmission to the manuscript editor (please refer to your letter of invitation).

Please keep the following guidelines in mind:

- **Label the diskette or identify the e-mail attachment** with the machine format (Mac or IBM-compatible), the file name(s), and the word-processing language used, including version number (e.g., Microsoft Word 6.0/95; Word 97; Word 2000; WordPerfect 6.1, Rich Text Format, etc.)
- Please also **submit three hard copies** of the manuscript and associated tables and/or illustrations (whether you're sending by regular mail or using e-mail transmission).
- **Do not embed** footnotes, right-justify text, center-justify text, or use hard line-endings. Reference citations, tables, graphs, and figures captions should appear at the end of the manuscript.
- **Any artwork** (illustrations or photographs) should be saved in a **separate** electronic document file. Please **do not embed** artwork within the same electronic document as the manuscript! CDs and ZIP files are preferred for artwork submission; 3 ½-inch computer diskettes or via e-mail transmission are also acceptable. Files may be saved as .JPG, .EPS, or .TIF files.
- On IBM-compatible PC diskettes, any word processing language is acceptable.
- On MacIntosh diskettes, files in Word, WordPerfect, ASCII (plain text), or RTF are acceptable.