

# Instructions to Authors

## Submissions

Please submit the manuscript with tables, illustrations, and photos, in English, both on electronic diskette (such as a CD-ROM) and three complete hardcopy form (one original and 2 duplicates). Authors whose mother tongue is not English should seek the assistance of a colleague who is a native English speaker and familiar with the field of the work. Manuscripts must be typed double-spaced (not 1.5) with wide margins on A4 paper. The manuscript parts should be ordered: title page, abstract, text, acknowledgements, references, tables, figure legends, and figures. Standard abbreviations and units should be used. Define abbreviations at first appearance in the text, figure legends, and tables, and avoid their use in the title and abstract. Use generic names of drugs and chemicals. Manuscripts of accepted articles will not be returned. The editors may revise submitted manuscripts without any notice prior to publication.

1. *The title page* of each manuscript should contain a title (no abbreviation should be used), full name of the authors (within 6 authors), complete street address of the department and institution where the work was done, keywords (3) and the name and address of the corresponding author, including telephone, fax number and email address.

2. *The abstract* is to be one paragraph of up to 150 words giving the factual essence of the article.

3. *The text and references* should not exceed 40 double-spaced pages. The number of figures and tables together should be limited to 10. The text should follow the sequence: Purpose of the Study, Methods, Results, Discussion and Conclusion.

4. *References* should be limited to 20. When there are co-authors, please type "et al" after the author's name. The list of references should be arranged in order of appearance and should be numbered in superscript numbers. Abbreviations of journal names must conform to those used in Index Medicus. The style and punctuation of the references follow the format illustrated in the following examples:

(1) Journal Article

Kavanagh BF et al: Charnley total hip arthroplasty with cement. *J Bone Joint Surg*, 71-A: 1496-1503, 1989.

(2) Chapter in book

Hahn JF et al: Low back pain in children. In: Hardy RW Jr. ed. *Lumbar disc disease*. Raven Press, New York: 217-228, 1982.

(3) Book

Depalma AF: *Surgery of the shoulder*. 4th ed. JB Lippincott Co, Philadelphia: 350-360, 1975.

5. *Tables* should be given brief, informative title and numbered consecutively in the order of their first citation in the text. Tables should be submitted the electric files such as a JPEG format. The definition of all abbreviations, levels of statistical significance, and additional information should appear in a table footnote. Description of the tables should be printed out.

6. *Figure legends should be printed out*. All abbreviations should be defined at first use, even if already defined in the text. All characters and symbols appearing in the figure should also be defined.

7. *Figures* should be cited consecutively in order in the text. Figures are to be provided as black-and-white glossy photographs. Provide either the magnification of photomicrographs or include an internal scale in the figure. The height and thickness of letters and numbers in illustrations must be such that are legible when the figures are reduced. The figure number, name of the first author, and top of the figure should be written lightly in pencil on the back of each print. Do not mount photos. Figures should be submitted the electric files such as a JPEG format.

8. *Photos and illustrations* should be card size (approx. 74 x 113mm) or cabinet size (approx. 106 x 160mm), and photo packs or photo compositions must be no longer than a sheet of A4 paper. When submitting a figure that has appeared elsewhere, give full information about previous publication and the credits to be included, and submit the written permission of the author and publisher. The previously published source should also be included in the list of references.