

Revista Española de Cirugía Ortopédica y Traumatología

AUTHORS INFORMATION PACK

GUIDE FOR AUTHORS

INTRODUCTION

The Spanish Journal of Orthopedic Surgery and Traumatology is the official scientific publication of the Spanish Society of Orthopedic Surgery and Traumatology (SECOT). Its aim is to disseminate scientific and technical knowledge in the field of Orthopedic Surgery and Traumatology, covering both clinical practice and basic and applied research related to the musculoskeletal system, in both adults and children. It is published in 6 issues annually, in English and Spanish.

The objectives of this journal are to promote the art and science of the Orthopedic Surgery and Traumatology specialty through the publication of original articles, reviews, and updates authored by experts that contribute to continuous education and scientific progress. Additionally, it seeks to serve as a platform for sharing experiences, a forum for debate through letters to the Editor, and a space for innovation among orthopedic surgeons, researchers, and other specialists linked to the field. The journal aims to foster improvements in healthcare quality and the development of scientific research at both national and international levels.

The journal has an expert and independent Editorial Committee, separate from the governing bodies of SECOT, which evaluates all submissions after reviewing them through a blinded peer review process.

Articles for possible publication are invited to be submitted via Editorial Manager®

Types of article

Any article submitted to this journal must include a series of declarations both on the first page and in the body of the article in some cases.

FIRST PAGE OR TITLE PAGE

The declarations that must be included on the first page, which contains the title, authors, affiliation, and email address of the corresponding author, will vary depending on the type of article. Some declarations, such as Ethical Considerations and Informed Consent, will also be stated in the BODY OF THE ARTICLE.

Declarations will be required even if they are also requested on the submission platform or if the author considers that they do not exist or are not applicable.

Ethical Considerations

Any article that includes experiments with humans will require the author to declare that all procedures were conducted in accordance with Helsinki, relevant laws, and institutional guidelines. The reference number of the study's approval by an ethics committee will be included in the Originals where there is human experimentation. In Originals involving animal experimentation, compliance with the corresponding regulations will also be noted.

This is a mandatory declaration for Originals and Systematic Reviews and Meta-analyses.

Informed Consent

It will be declared that there are no patient data in the article, when applicable, and if there are, that they do not violate the privacy and confidentiality of the patient, nor allow recognition, and that in any case, written informed consent has been obtained from the patients for participation in research and the presentation of results in a publication.

The privacy rights of human subjects must always be respected. Appropriate consents and permissions must be obtained when presenting one or more cases (anonymized) without experimentation or when an author wishes to include details or other personal information or images of patients and any other individuals in an Elsevier publication. Isolated data such as age, sex, service, or institution presented together can breach the patient's privacy and confidentiality. Images accompanied by any patient data always require this statement.

The author will retain the written consents and will only provide Elsevier with copies of the consents or proof of their acquisition upon request.

When the Original research refers to retrospective studies in which obtaining informed consent is not possible, the author must obtain an exemption from this declaration from their institution's Ethics Committee to proceed with the research.

This declaration is mandatory for Originals.

Funding

The author will identify who provided financial support for the conduct of the research and/or preparation of the article and will briefly describe the role of the sponsor(s), if applicable, in the study design; in the collection, analysis, and interpretation of data; in drafting the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement, this should also be declared.

This is a mandatory declaration for all sections. In the absence of funding, it will state "Funding: none."

Conflict of Interest

The existence of any financial and personal relationship with other individuals or organizations that may have influenced their work must be specified, even if it is not directly related to the current manuscript. Examples of possible competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and other funding, as well as travel grants and participation in courses and conferences as a paid expert. If none of the above conditions are disclosed, the following statement should be added: "Declaration of interest: none."

This declaration is always mandatory. There will be a declaration for each participating author. If there is none, it will state: "Conflict of interest: none."

Use of Generative Artificial Intelligence in Scientific Writing

Other uses are not authorized. Please refer to the description further along in these guidelines. This statement is always mandatory when used.

Authorship

All authors must have made substantial contributions in each of the following aspects: (1) the conception and design of the study, or the acquisition of data, or the analysis and interpretation of the data; (2) drafting the article or critically revising the intellectual content; (3) final approval of the version to be submitted. Changes in authorship or alterations to their order cannot be made once the article has been submitted without prior justification and approval from the Editor in Chief.

BODY OF THE ARTICLE

In the case of experiments involving animals or humans, certain statements must be included within the manuscript even if they are also required on the submission platform or on the first page.

Ethics and Informed Consent

In the case of experiments on human subjects or animals, the author will declare in the materials and methods section that the Human and Animal Rights guidelines described in the "Ethics in Publication" section of this guide for authors have been followed. In particular, if experimenting with human subjects, the authors will confirm that the research has been conducted in accordance with the World Medical Association code of ethics (Declaration of Helsinki), and in the case of animals, that the ARRIVE guidelines have been followed or that they are acting in accordance with the Animal Laboratory Use and Care Act and, where applicable, the Animal Welfare Act.

The authors must also declare in the materials and methods section (Original) that they have obtained informed consent and approval from the Clinical Research Ethics Committee (CREC) or the relevant committee without disclosing data that would hinder blinded assessment. Please note that the Spanish Law on Biomedical Research establishes that the Ethics Committees for Research corresponding to each centre must evaluate all biomedical research involving human interventions or the use of their biological samples.

Appropriate consents and permissions must be obtained when presenting one or more cases without experimentation, or when an author wishes to include details or other personal information or images of patients and any other individuals in an Elsevier publication. The author will retain the written consent forms and provide Elsevier with copies of the consent forms, or evidence of having obtained them, upon request.

SECTIONS

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Unpublished works in any field (clinical or experimental) related to Orthopaedic Surgery and Traumatology. Originals should be structured as follows: Introduction, Materials and Methods, Results, Discussion, Conclusions, and References. They must have a maximum length of 20 Din-A4 pages (double-spaced, Arial font size 12) and will accept up to 6 tables and 6 figures (with their corresponding captions). They should not exceed 20-30 bibliographic citations. Original works will include a structured abstract of a maximum of 250 words. The CONSORT guidelines must be followed for the preparation of controlled clinical trials. The maximum number of authors should not exceed 6.

SYSTEMATIC REVIEWS AND META-ANALYSES

Systematic reviews may or may not use statistical methods (meta-analysis) to analyze and summarize the results of the included studies. The PRISMA guidelines available at: http://prisma-statement.org/ should be followed. They must have a maximum length of 20 Din-A4 pages (double-spaced, Arial font size 12) and will accept up to 6 tables and 6 figures (with their corresponding captions). They should not exceed 20-30 bibliographic citations. Original works will include a structured abstract of a maximum of 250 words. The maximum number of authors should not exceed 6.

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These will be accepted exclusively as a means for readers to communicate with the authors of a RECOT article through their opinions, critiques, contributions of new evidence, or suggestions regarding previously published material. These letters will have a maximum length of 3 Din-A4 pages, double-spaced, Arial font size 12, and will include a maximum of 5 bibliographic references. The maximum number of authors should not exceed 3.

Contact details for submission

You can send your manuscript at https://www.editorialmanager.com/recot

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This journal is published in Spanish and in English language.

Submission checklist

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

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- All references mentioned in the Reference List are cited in the text, and vice versa

-Permission has been obtained for use of copyrighted material from other sources (including the Internet)

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If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with <u>The Code of Ethics of the World Medical Association</u> (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the <u>Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals</u> and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms <u>sex and gender</u> should be used correctly.

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Declaration of interest

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For research involving or pertaining to humans, animals or eukaryotic cells, investigators should integrate sex and gender-based analyses (SGBA) into their research design according to funder/sponsor requirements and best practices within a field. Authors should address the sex and/or gender dimensions of their research in their article. In cases where they cannot, they should discuss this as a limitation to their research's generalizability. Importantly, authors should explicitly state what definitions of sex and/or gender they are applying to enhance the precision, rigor and reproducibility of their research and to avoid ambiguity or conflation of terms and the constructs to which they refer (see Definitions section below). Authors can refer to the SSex and Gender Equity in Research (SAGER) guidelines and the S SAGER guidelines checklist. These offer systematic approaches to the use and editorial review of sex and gender information in study design, data analysis, outcome reporting and research interpretation however, please note there is no single, universally agreed-upon set of guidelines for defining sex and gender.

Definitions

Sex generally refers to a set of biological attributes that are associated with physical and physiological features (e.g., chromosomal genotype, hormonal levels, internal and external anatomy). A binary sex categorization (male/female) is usually designated at birth ("sex assigned at birth"), most often based solely on the visible external anatomy of a newborn. Gender generally refers to socially constructed roles, behaviors, and identities of women, men and gender-diverse people that occur in a historical and cultural context and may vary across societies and over time. Gender influences how people view themselves and each other, how they behave and interact and how power is distributed in society. Sex and gender are often incorrectly portrayed as binary (female/male or woman/man) and unchanging whereas these constructs actually exist along a spectrum and include additional sex categorizations and gender identities such as people who are intersex/have differences of sex development (DSD) or identify as non-binary. Moreover, the terms "sex" and "gender" can be ambiguous—thus it is important for authors to define the manner in which they are used. In addition to this definition guidance and the SAGER guidelines, the Sresources on this page offer further insight around sex and gender in research studies.

Authorship

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

Changes to authorship

Authors are expected to consider carefully the list and order of authors **before** submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only **before** the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the **corresponding author**: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed. Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors **after** the manuscript has been accepted. While the Editor considers

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In line with the position of the International Committee of Medical Journal Editors, the journal will not consider results posted in the same clinical trials registry in which primary registration resides to be prior publication if the results posted are presented in the form of a brief structured (less than 500 words) abstract or table. However, divulging results in other circumstances (e.g., investors' meetings) is discouraged and may jeopardise consideration of the manuscript. Authors should fully disclose all posting in registries of results of the same or closely related work.

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Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrollment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The <u>CONSORT checklist and template flow diagram</u> are available online.

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Registration in a public trials registry is a condition for publication of clinical trials in this journal in accordance with International Committee of Medical Journal Editors recommendations. Trials must register at or before the onset of patient enrolment. The clinical trial registration number should be included at the end of the abstract of the article. A clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioural treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

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corresponding author including an e-mail address.

Anonymized manuscript (no author details): The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations.

Use of word processing software

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the <u>Guide to Publishing with Elsevier</u>). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

Article structure

Subdivision - unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Material and methods

Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized, and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Results

Results should be clear and concise.

Discussion

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

Conclusions

The main conclusions of the study may be presented in a short Conclusions section, which may

stand alone or form a subsection of a Discussion or Results and Discussion section.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

Essential title page information

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- **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
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Highlights

Highlights are optional yet highly encouraged for this journal, as they increase the discoverability of your article via search engines. They consist of a short collection of bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Please have a look at the examples here: example Highlights.

Highlights should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).

Structured abstract

A structured abstract, by means of appropriate headings, should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations.

The headings will consist of: «Introduction and Objectives», «Patients or Materials and Methods», «Results» y «Conclusions».

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Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531×1328 pixels (h \times w) or proportionally more. The image should be readable at a size of 5×13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. You can view Example Graphical Abstracts on our information site.

Keywords

Immediately after the abstract, provide a maximum of 6 keywords, using British spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

Abbreviations

Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

Acknowledgements

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

Formatting of funding sources

List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

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Electronic artwork

General points

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.
- Ensure that color images are accessible to all, including those with impaired color vision.

A detailed <u>quide on electronic artwork</u> is available.

You are urged to visit this site; some excerpts from the detailed information are given here.

Formats

If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply 'as is' in the native document format.

Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please 'Save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

EPS (or PDF): Vector drawings, embed all used fonts.

TIFF (or JPEG): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.

TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.

TIFF (or JPEG): Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

Please do not:

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

Color artwork

Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF) or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color online (e.g., ScienceDirect and other sites). Further information on the

preparation of electronic artwork.

Figure captions

Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Tables

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

References

Citation in text

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

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As a minimum, the full URL should be given and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.

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Text: Indicate references by superscript numbers in the text. The actual authors can be referred to, but the reference number(s) must always be given.

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1. Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. J Sci Commun 2010;**163**:51¿9. https://doi.org/10.1016/j.Sc.2010.00372.

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2. Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. *Heliyon*. 2018;**19**:e00205. https://doi.org/10.1016/j.heliyon.2018.e00205.

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- 3. Strunk Jr W, White EB. The elements of style. 4th ed. New York: Longman; 2000. Reference to a chapter in an edited book:
- 4. Mettam GR, Adams LB. How to prepare an electronic version of your article. In: Jones BS, Smith RZ, editors. *Introduction to the electronic age*, New York: E-Publishing Inc; 2009, p. 281;304.

Reference to a website:

5. Cancer Research UK. Cancer statistics reports for the UK, http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/; 2003 [accessed 13 March 2003].

Reference to a dataset:

[dataset] 6. Oguro M, Imahiro S, Saito S, Nakashizuka T. Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1; 2015. https://doi.org/10.17632/xwj98nb39r.1.

Note shortened form for last page number. e.g., 51¿9, and that for more than 6 authors the first 6 should be listed followed by 'et al.' For further details you are referred to 'Uniform Requirements for Manuscripts submitted to Biomedical Journals' (J Am Med Assoc 1997;277:927¿34)(see also Samples of Formatted References).

Journal abbreviations source

Journal names should be abbreviated according to the <u>List of Title Word Abbreviations</u>.

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