



JAOAO Article Submission Guidelines

IMPORTANT: Only submissions received online through this portal that have NOT been published, or are being considered for publication, by any other print or online publication. Please read through each process during submission to avoid potential delays in publication.

The JAOAO is committed to the principles of equality, diversity and inclusion. No editorial decisions will be made based on age, sex, sexual orientation, race, ethnicity, nationality or religious beliefs. Authors must also respect this code. Any divergence from this policy may result in rejection of a submission. Plagiarized content is forbidden and will be rejected. Authors are encouraged to view a summary of ethical writing guidelines [here](#).

Section I: Basic Information

All author names should include professional degrees in order earned. Osteopathic medical students should have their OMS designation with year of training in Roman numerals.

Using the International Committee of Medical Journal Editors [criteria](#), all author contributions must be identified.

Types of Submissions

**** Abstracts are required for manuscripts submitted in every category, with the exception of Techniques, Poster Exhibits, Commentaries & Perspectives or Letters to the Editor. Abstracts must be brief and include 1) Introduction; 2) Methods; 3) Results; 4) Discussion. Do not submit your abstract in paragraph form.***

- Scientific Article *
- Current Concepts *
- Review Articles *
- Case Study *
- Techniques
- Poster Exhibits
- Commentaries & Perspectives
- Letters to the Editor

Categories:

Adult Reconstruction
Foot and Ankle
General
Hand/Elbow
Oncology
Pediatrics
Shoulder/Sports
Spine
Trauma

Key Words

Authors will supply key words to be linked to your article for easy access via online searches.

Section II: Article Content

To avoid a delay in review, you **MUST** remove any identifying information (institution name, investigators, etc.). Font recommendations are Times New Roman or Calibri, 12-point standard font. Submissions should follow the [AMA style](#), especially references. Authors must refer to original documents rather than secondary sources. Citations within your manuscript should be numbered and in parenthesis, ex. (1), (2), etc.

The title of your project is **REQUIRED** for all submissions.

Tables and Figures

All research submissions should include at least one table or figure. They should be labeled and cited sequentially. **The limit for total uploaded files is ten (10). This includes photos/videos. If you have more than 10 total, you may combine files making sure to label them appropriately to match your manuscript.**

Photos/Videos

Photos are strongly encouraged and should be submitted as JPG files. Videos can be submitted as MP4 files and should not exceed 50 MB. Files should be identified with a caption that corresponds to the manuscript. **The limit for total uploaded files is ten (10). This includes tables/figures. If you have more than 10 total, you may combine files making sure to label them appropriately to match your manuscript.**

Part III Required Disclosures and Declaration

Author Declaration

Authors must disclose facts which may be considered as potential conflicts of interest and to significant financial contributions to this work. If none, authors will be asked to attest the content is free from conflict.

Informed Consent/IRB Approval

Institutional Review Board (IRB) approval is required if pertinent to your submission. Information on collection of informed consent is also necessary.

Copyright Permission

Permissions are required if anything is included from a previous publication. Any photographs of patients younger than 18 require parent/guardian permission. Authors serving in the US military must obtain military/institutional approval and disclaimers.

Attestation

The lead author will need to confirm that due consideration has been given to the protection of intellectual property associated with this work and that there are no impediments to publication, including the timing of publication, with respect to intellectual property. In so doing we confirm that we have followed the regulations of our institutions concerning intellectual property.

The lead author will be the sole contact for the Editorial process (including direct communications with the office) and will be responsible for communicating with the other authors about progress, submissions of revisions and final approval of proofs.

Attestation will be required to confirm that the content has not been submitted for consideration with any other publication, nor published in its entirety elsewhere.

Part IV Payment Required Before Submission

Payment will be required upon submission unless special circumstances are provided for you by the administrative office.