



JBJS New Submission Checklist

Please ensure that the following items have been completed before approving your submission. More information regarding the requirements below can be found in our [Instructions for Authors](#).

I. Article Type Selection

- Correct [Article Type](#) is selected for submission.
 - i. If you are submitting an invited paper (e.g., Invited Commentary and Perspective or Current Concepts Review), please use the submit link under 'My Accepted Invitations' in the Author Main Menu instead of creating a new submission.

II. Attach Files

- Unblinded Title Page and Manuscript are uploaded as individual Word files (PDFs are not accepted).
- Unblinded Title Page includes title, author names, affiliations, and designated Corresponding Author name and email address.
 - i. The listed Corresponding Author should be the same person submitting the manuscript.
- Text is in 12 pt. Times New Roman or Calibri font and double-spaced, with continuous line numbering throughout the document.
- Abstract, if applicable, is no more than **350** words and appears at the beginning of the manuscript, following the title of the paper.
 - i. For clinical studies (Randomized Controlled Trial, Observational Clinical Study, Survey Study, or Evidence-Based Systematic Review), include the [Level of Evidence](#) at the end of the Abstract.
 - ii. For basic-science studies, include a Clinical Relevance statement at the end of the Abstract.
- Manuscript adheres to the word limit outlined in the [Instructions for Authors](#), including the abstract but excluding references and figure legends.
 - i. Manuscript Data:
 - Randomized Controlled Trials:** Follow the [CONSORT Group 25-item checklist](#) and include that checklist on submission. Also include a [flow diagram](#) as Figure 1 for the article.
 - Animal studies:** Download and complete the [ARRIVE Guidelines Checklist](#) and include that checklist on submission.

- **Cohort, case-control, and cross-sectional studies:** Use the format suggested by the [STROBE panel](#).
 - **Meta-analyses** (reviews of three or more articles with Level-I and II evidence) should conform to the [PRISMA Statement criteria](#).
 - If the study methodology has been reported previously, please include this reference in a cover letter for the editor.
 - Any patients who have been previously reported on in other publications must be cited in the manuscript. Additionally, include the rationale for why these patients are being reported on again in the present manuscript.
- Manuscript is free of blinding. All blinding will be done in-house by the Editorial staff.
- Figure/Video Legend is included in the manuscript directly following the References section.
- All Figures, Tables, Videos, and Appendices are cited in the body of the manuscript in ascending numerical order.
- All Figures, Tables, Videos, and Appendices are uploaded as individual files and are readable in the PDF. There should be no embedded Tables, Figures, Videos, or Appendices in the manuscript document.
- Tables are in Word format and have titles.
- Figures are in .TIFF or .EPS format and are numbered.
- Video files are uploaded to the [Audio and Video Submission \(AVS\) site](#) and the URL is attached using the Video URL selection from the drop-down menu on the Attach Files screen. Please only use links from the AVS site. All doctor and patient information (including faces and specific dates) must be blinded before uploading to the site.
- IRB approval forms are uploaded (accompanied by an English translation if necessary).
 - i. The translation does not need to be official as long as you can attest to its accuracy. The original untranslated version should remain uploaded.

Please note that Copyright Transfer, Conflict of Interest, and Figure/Video Permission forms are optional for new submissions and will be requested by the Editorial staff if/when a revision is submitted.

III. Approval of Submission PDF

- Submission fee has been paid. Randomized Controlled Trials, Observational Clinical Studies, Basic-Science Studies, Survey Studies, and Evidence- Based Systematic Reviews are subject to a submission fee of \$299 USD. Editorial Manager will automatically prompt you for payment prior to final approval if required.
 - i. JBJS waives the submission fee for select nations. To request a waiver, select the 'Request Waiver' option on the payment screen. Note that all authors must reside in an eligible nation in order for the waiver to be approved.

Please email editorial@jbjs.org with any questions.