OrthoCorps Submission Guidelines

JBJS welcomes submissions to OrthoCorps, an online audio archive that aims to preserve and share the stories of the orthopaedic community. Submission to OrthoCorps provides an opportunity for members of the orthopaedic community to reflect on the important moments and people in their lives and to chronicle these memories in their own voices.



OrthoCorps is an independently organized program inspired by StoryCorps. Our mission is to foster greater understanding, compassion, and discussion among the global orthopaedic community by encouraging its members—students, residents, clinicians, surgeons, educators, staff, and patients—to share their unique experiences and perspectives with one another.

Contributions to OrthoCorps may take the form of an interview between 2 or more participants or a narrative told by a single speaker. These should be informal conversations intended to provide listeners with interesting anecdotes, insights, and wisdom. Submissions must protect patient confidentiality according to HIPAA guidelines and may not include any harmful or derogatory language. All speakers must consent to the recording and publication of their story by agreeing to the JBJS Participant Privacy and Publicity Release. Submissions that do not adhere to these requirements will not be added to the OrthoCorps archive.

Stories are freely available on jbjs.org.

Recording Your OrthoCorps Story

Stories may be recorded using any audio-enabled device of your choosing, such as a smartphone, tablet, computer, or your institution's professional equipment if you have access to it.

- For individual stories, we recommend using your phone or tablet's native voice recorder app (e.g., Samsung Voice Recorder for Android or Voice Memos for iOS). In any voice recorder app, the audio quality in the settings menu should be set to "Lossless" if available.
- For interview-style recordings, we recommend using Zoom. The Audio Profile in Zoom's audio settings should be set to "Original sound for musicians," with the "High-fidelity music mode," "Echo cancellation," and "Stereo audio" boxes checked.
- Another great option for recording your story, in either format, is the <u>StoryCorps app</u> or <u>StoryCorps Connect</u>. Both tools allow users to record and download their audio file directly to their device.

Refer to our <u>Sound Quality Tips</u> before recording to ensure that your audio is of the best quality possible. Submissions with poor audio quality may be declined for posting in the OrthoCorps archive.

Suggested topics for stories include, but are not limited to, education and career, personal wellness and hobbies, patient experiences, representation in orthopaedics, volunteer work, life lessons, and important relationships. For example, a story may take the form of a reflection on a beloved colleague in your subspecialty; a discussion between mentor and mentee about the challenges of navigating orthopaedics as a woman; or an interview with a surgeon leader about how they stay passionate about their career and avoid burnout.

There is no minimum or maximum length for contributions to OrthoCorps. However, stories or interviews between 10 and 20 minutes are ideal.

Before recording, test your audio. Make sure that your conversation partner can hear you before hitting "Record." If you're recording alone, record a brief sample and play it back to ensure your voice is loud and clear.

At the very beginning of your recording, introduce yourself (your full name) and have your partner (if applicable) do the same. You may choose to include your affiliation and subspecialty in orthopaedics, if relevant, as well as the date and where you're recording from. A brief one- or two-sentence introduction to your topic will help situate the listener and kickstart the conversation. Examples of published stories can be found at www.orthocorps.jbjs.org.

For interview-style contributions, please refer to our <u>Interview Tips</u> and <u>Example Interview Questions</u> for guidance.

When you are finished recording, save the audio file to your device. The file should be in WAV, AIFF, M4A, or MP3 format.

Submitting to OrthoCorps

Once you have created your recording, submit a completed OrthoCorps Submission Form. Once your form has been received by our team, within 1 to 3 days, you will receive an email with instructions to upload the following materials using a secure, personal link:

- The audio file of your recording
 - o The recording must be in WAV, AIFF, M4A, or MP3 file format.
- A photograph of the speaker(s)
 - We strongly encourage the inclusion of a photograph with each submission to help make OrthoCorps stories more personal. The photograph should feature at least one of the story participants. All persons in the photograph must consent to publication of the image.
 - The image must be a TIFF, EPS, JPEG or PNG file, must be clear and sharp at an image resolution of 300 pixels per inch, and must measure a width of at least 5 inches or 1500 pixels.

What to Expect After Submission

Once you have uploaded all of your story materials using your personal link, a member of our team will review them for completeness, respectful language, and sound quality. Our team may also edit some of your submission materials (e.g., title, brief description) according to JBJS style. If your audio is not yet suitable for publication or if any materials are missing from your submission, additional changes may be requested.

If your submission does not follow our guidelines and cannot be edited to sufficiently adhere to the above requirements, you will be notified by email that your story will not be added to the OrthoCorps archive.

Contributors of stories that meet all requirements will receive an email notification when their story is published online. Stories are published on a continuous basis.

Have questions? Contact orthocorps@jbjs.org.

Resources

Sound Quality Tips

<u>Interview Tips</u>

Example Interview Questions

JBJS Participant Privacy and Publicity Release