

**Manuscript Submission Instructions:**

1. Go to the JOA EES site at: <http://www.ees.elsevier.com/joa>
2. If you have not previously submitted an article via the JOA EES site, click on the 'Register' Link and enter the required information (name, e-mail address, etc.)
3. Login as an author with the username/password which is provided by e-mail to you and access the Author Main Menu
4. Click on the 'Submit New Manuscript' link and access the manuscript submission process
5. For AAHKS Award Paper consideration, choose Article Type **AAHKS Award Paper** from the drop down box and click Next
  - a. For regular AAHKS Supplement papers, choose Article Type **AAHKS Article**
6. Enter data as requested by the system
7. The following items are required to be attached:
  - A cover letter stating: This paper is being submitted for award consideration for the AAHKS Annual Meeting and is IRB approved; or the paper is being submitted for consideration as a regular paper for the AAHKS Supplement and is IRB approved
  - Full Title page including all authors' names and professional degree letters following each of the authors' names, and corresponding author's postal address, phone and E-mail address.
  - The Abstract
  - The Manuscript with Title, Abstract and References
  - Manuscript pages and lines need to be consecutively numbered
  - A Conflict of Interest statement for each author, and a single Blinded Conflict of Interest statement representing all authors
  - An Acknowledgement page is NOT required.
8. The EES system will build a PDF of the uploaded files
9. The submitting author must view and approve the PDF that is generated by EES for submission to the Journal
10. The submission process is then completed and the manuscript and data are sent to the JOA Editorial Office.
11. The author receives a confirmation e-mail.

## Manuscript Submission Requirement Details

**Article Type:** Select **AAHKS Award Paper** (if submitting for award consideration); or **AAHKS Article** if submitting for consideration as a regular paper for the AAHKS Supplement

Please note in your cover letter the name of the supplement/meeting for which the paper is being submitted. Also note IRB Approval.\*

1. Full Title Page required, including author names and affiliations
  - a. Maximum of six (6) authors per paper (if a Writing Committee, refer to JOA Guidelines).
  - b. Titles may not exceed 20 words.
2. Abstract should not exceed 125 words (we give leeway up to, but not beyond, 150 words).
3. Blinded manuscript title page (Title Only, no author names.).
4. Text should be a maximum of ten (10) double-spaced pages. Include the Abstract.
5. Illustrations (figures and tables) are limited to a total of four (4). Each Figure must be numbered.
  - a. A Figure Legend page should be included
6. References should not exceed 35.
7. Manuscript pages and lines must be numbered.
8. JOA Conflict of Interest Statement is required, for each author
9. JOA BLINDED Conflict of Interest Statement is required.

*\*Manuscripts describing research involving human subjects must have Institutional Review Board (IRB) approval prior to any review process (US submissions only). Please note the approval in the cover letter or on a separate piece of paper. If IRB approval was not necessary, please explain in the cover letter.*

For additional guidelines, please refer to *The Journal of Arthroplasty's* "Instructions to Authors" available in hard copy in every JOA issue or on line at <http://www.elsevier.com/journals/journal-of-arthroplasty/0883-5403/guide-for-authors>.

Contact E-Submissions Support for Technical help: 1-888-834-7287, [support@elsevier.com](mailto:support@elsevier.com).

Other questions email Taylor Bowen, Managing Editor, *The Journal of Arthroplasty*: [journalofarthroplasty@gmail.com](mailto:journalofarthroplasty@gmail.com).