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The Turkish Journal of Spinal Surgery is the official publication of the Turkish Spinal Surgery Society. The Turkish Spinal Surgery Society was established in 1989 in Izmir (Turkey) by the pioneering efforts of Prof. Dr. Emin Alici and other a few members. The objectives of the society were to: - establish a platform for exchange of information/ experience between Orthopedics and Traumatology Specialists and Neurosurgeons who deal with spinal surgery - increase the number of physicians involved in spinal surgery and to establish spinal surgery as a sophisticated medical discipline in Turkey - follow the advances in the field of spinal surgery and to communicate this information to members - organise international and national congresses, symposia and workshops to improve education in the field - establish standardization in training on spinal surgery - encourage scientific research on spinal surgery and publish journals and books on this field - improve the standards of spinal surgery nationally, and therefore make contributions to spinal surgery internationally. The Turkish Journal of Spinal Surgery is the official publication of the Turkish Spinal Surgery Society. The main objective of the Journal is to improve the level of knowledge and experience among Turkish medical society in general and among those involved with spinal surgery in particular. Also, the Journal aims at communicating the advances in the field, scientific congresses and meetings, new journals and books to its subscribers. The Turkish Journal of Spinal Surgery is as old as the Turkish Spinal Surgery Society. The first congress organized by the Society took place in Çeşme, Izmir, coincident with the publication of the first four issues. Authors were encouraged by the Society to prepare original articles from the studies presented in international congresses organized by the Society every two years, and these articles were published in the Journal. The Journal publishes clinical or basic research, invited reviews, and case presentations after approval by the Editorial Board. Articles are published after they are reviewed by at least two reviewers. Editorial Board has the right to accept, to ask for revision, or to refuse manuscripts. The Journal is issued every three months, and one volume is completed with every four issue. Responsibility for the problems associated with research ethics or medico-legal issues regarding the content, information and conclusions of the articles lies with the authors, and the editor or the editorial board bears no responsibility. In line with the increasing expectations of scientific communities and the society, improved awareness about research ethics and medico-legal responsibilities forms the basis of our publication policy. Citations must always be referenced in articles published in our journal. Our journal fully respects to the patient rights, and therefore care is exercised in completion of patient consent forms; no information about the identity of the patient is disclosed; and photographs are published with eye-bands. Ethics committee approval is a prerequisite.

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Recent advances in clinical research necessitate more sophisticated statistical methods, well-designed research plans, and more refined reporting. Scientific articles, as in other types of articles, represent not only an accomplishment, but also a creative process. The quality of a report depends on the quality of the design and management of the research. Well-designed questions or hypotheses are associated with the design. Well-designed hypotheses reflect the design, and the design reflects the hypothesis. Two factors that determine the efficiency of a report are focus and shortness. Drawing the attention to limited number of subjects allows the author to focus on critical issues. Avoidance from repetitions (apart from a few exceptions), a simple language, and correct grammar are a key to preparing a concise text. Only few articles need to exceed 3000 words, and longer articles may be accepted when new methods are being reported or literature is being reviewed. Although authors should avoid complexity, the critical information for effective communication usually means the repetition of questions (or hypotheses or key subjects). Questions must be stated in Summary, Introduction and Discussion sections, and the answers should be mentioned in Summary, Results, and Discussion sections. Although many journals issue written instructions for the formatting of articles, the style of the authors shows some variance, mainly due to their writing habits. The Turkish Journal of Spinal Surgery adopts the AMA style as a general instruction for formatting. However, not many authors have adequate time for learning this style. Thus, our journal is tolerant to personal style within the limitations of correct grammar and plain and efficient communication.

Responsibility for the problems associated with research ethics or medico-legal issues regarding the content, information and conclusions of the articles lies with the authors, and the editor or the editorial board bears no responsibility. In line with the increasing expectations of scientific communities and the society, improved awareness about research ethics and medico-legal responsibilities forms the basis of our publication policy. Citations must always be referenced in articles published in our journal. Our journal fully respects to the patient rights, and therefore care is exercised in completion of patient consent forms; no information about the identity of the patient is disclosed; and photographs are published with eye-bands. Ethics committee approval is a prerequisite. Any financial support must clearly be disclosed. Also, our Journal requests from the authors that sponsors do not interfere in the evaluation, selection, or editing of individual articles, and that part or whole of the article cannot be published elsewhere without written permission.

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The Journal of Turkish Spinal Surgery (www.jtss.org), is the official publication of the Turkish Spinal Surgery Society. It is a peer-reviewed multidisciplinary journal for the physicians who deal with spinal diseases and publishes original studies which offer significant contributions to the development of the spinal knowledge. The journal publishes original scientific research articles, invited reviews and case reports that are accepted by the Editorial Board, in English. The articles can only be published after being reviewed by at least two referees and Editorial Board has the right to accept, revise or reject a manuscript. The journal is published once in every three months and a volume consists of four issues.

- The Journal of Turkish Spinal Surgery is published four times a year: on January, April, July, and October.

- Following types of manuscripts related to the field of "Spinal Surgery" with English Summary and Keywords are accepted for publication:

I- Original clinical and experimental research studies;

II- Case presentations; and

III- Reviews

The manuscript submitted to the journal should not be previously published (except as an abstract or a preliminary report) or should not be under consideration for publication elsewhere. Every person listed as an author is expected to have been participated in the study to a significant extent. All authors should confirm that they have read the study and agreed to the submission to the Journal of Turkish Spinal Surgery for publication. This should be notified with a separate document as shown in the "Cover Letter" in the appendix. Although the editors and referees make every effort to ensure the validity of published manuscripts, the final responsibility rests with the authors, not with the Journal, its editors, or the publisher. The source of any financial support for the study should be clearly indicated in the Cover Letter.

It is the author's responsibility to ensure that a patient's anonymity be carefully protected and to verify that any experimental investigation with human subjects reported in the manuscript was performed upon the informed consent of the patients and in accordance with all guidelines for experimental investigation on human subjects applicable at the institution(s) of all authors. Authors should mask patients' eyes and remove patients' names from figures unless they obtain written consent to do so from the patients; and this consent should be submitted along with the manuscript. Clinically relevant scientific advances during recent years include use of contemporary outcome measures, more sophisticated statistical approaches, and increasing use and reporting of well-formulated research plans (particularly in clin-

ical research). Scientific writing, no less than any other form of writing, reflects a demanding creative process, not merely an act: the process of writing changes thought. The quality of a report depends on the quality of thought in the design and the rigor of conduct of the research. Well-posed questions or hypotheses interrelate with the design. Well-posed hypotheses imply design and design implies the hypotheses. The effectiveness of a report relates to brevity and focus. Drawing the attention to a few points will allow authors to focus on critical issues. Brevity is achieved in part by avoiding repetition (with a few exceptions to be noted), clear style, and proper grammar. Few original scientific articles need to be longer than 3000 words. Longer articles may be accepted if substantially novel methods are reported, or if the article reflects a comprehensive review of the literature. Although authors should avoid redundancy, effectively communicating critical information often requires repetition of the questions (or hypotheses/key issues) and answers. The questions should appear in the Abstract, Introduction, and Discussion, and the answers should appear in the Abstract, Results, and Discussion sections. Although most journals publish guidelines for formatting a manuscript and many have more or less established writing styles (e.g., the American Medical Association Manual of Style), styles of writing are as numerous as authors. The Journal of Turkish Spinal Surgery traditionally has used the AMA style as a general guideline. However, few scientific and medical authors have the time to learn these styles. Therefore, within the limits of proper grammar and clear, effective communication, we will allow individual styles.

- **Permissions:** As shown in the example in the appendix (Letter of Copyright Transfer) the authors should declare in a separate statement that the study has not been previously published and is not under consideration for publication elsewhere. Also, the authors should state in the same statement that they transfer copyrights of their manuscript to our Journal. Quoted material and borrowed illustrations: if the authors have used any material INSTRUCTIONS TO AUTHORS XVI that had appeared in a copyrighted publication, they are expected to obtain written permission letter and it should be submitted along with the manuscript.

Review articles: The format for reviews substantially differs from those reporting original data. However, many of the principles noted above apply. A review still requires an Abstract, an Introduction, and a Discussion. The Introduction still requires focused issues and a rationale for the study. Authors should convey to readers the unique aspects of their reviews which distinguish them from other available material (e.g., monographs, book chapters). The main subject should be emphasized

in the final paragraph of the Introduction. As for an original research article, the Introduction section of a review typically need not to be longer than four paragraphs. Longer Introductions tend to lose focus, so that the reader may not be sure what novel information will be presented. The sections after the Introduction are almost always unique to the particular review, but need to be organized in a coherent fashion. Headings (and subheadings when appropriate) should follow parallel construction and reflect analogous topics (e.g., diagnostic categories, alternative methods, alternative surgical interventions). If the reader considers only the headings, the logic of the review (as reflected in the Introduction) should be clear. Discussion synthesizes the reviewed literature as a whole coherently and within the context of the novel issues stated in the Introduction. The limitations should reflect those of the literature, however, rather than a given study. Those limitations will relate to gaps in the literature which preclude more or less definitive assessment of diagnosis or selection of treatment, for example. Controversies in the literature should be briefly explored. Only by exploring limitations will the reader appropriately place the literature in perspective. Authors should end the Discussion by summary statements similar to those which will appear at the end of the Abstract in abbreviated form. In general, a review requires a more extensive literature review than an original research article, although this will depend on the topic. Some topics (e.g., osteoporosis) could not be comprehensively referenced, even in an entire monograph. However, authors need to ensure that a review is representative of the entire body of literature, and when that body is large, many references are required. -

-Original articles; should contain the following sections: "Title Page", "Summary", "Keywords", "Introduction", "Materials and Methods", "Results", "Discussion", "Conclusions", and "References". "Keywords" sections should also be added if the original article is in English.

Title (80 characters, including spaces): Just as the Abstract is important in capturing a reader's attention, so is the title. Titles rising or answering questions in a few brief words will far more likely do this than titles merely pointing to the topic. Furthermore, such titles as "Bisphosphonates reduce bone loss" effectively convey the main message and readers will more likely remember them. Manuscripts that do not follow the protocol described here will be returned to the corresponding author for technical revision before undergoing peer review. All manuscripts should be typed double-spaced on one side of a standard typewriter paper, leaving at least 2.5 cm. margin on all sides. All pages should be numbered beginning from the title page.

- Title page should include; a) informative title of the paper, b) complete names of each author with their institutional affiliations, c) name, address, fax and telephone number, e-mail of the corresponding author, d) address for the reprints if different from that of the corresponding author. It should also be stated in the title page that informed consent was obtained from patients and that the study was approved by the ethics committee. The "Level of Evidence" should certainly be indicated in the title page (see Table 1 in the appendix). Also, the field of study should be pointed out as outlined in Table 2 (maximum three fields).

- Summary: A150 to 250 word summary should be included at the second page. The summary should be in English for articles. The main topics to be included in Summary section are as follows: Background Data, Purpose, Materials- Methods, Results and Conclusion. The English versions of the Summary should be identical in meaning. Generally, an Abstract should be written after the entire manuscript is completed. The reason relates to how the process of writing changes thought and perhaps even purpose. Only after careful consideration of the data and a synthesis of the literature can author(s) write an effective abstract. Many readers now access medical and scientific information via Web-based databases rather than browsing hard copy material. Since the reader's introduction occurs through titles and abstracts, substantive titles and abstracts more effectively capture a reader's attention regardless of the method of access. Whether reader will examine an entire article often will depend on an abstract with compelling information. A compelling Abstract contains the questions or purposes, the methods, the results (most often quantitative data), and the conclusions. Each of these may be conveyed in one or two statements. Comments such as "this report describes..." convey little useful information.

- Key Words: Standard wording used in scientific indexes and search engines should be preferred. The minimum number for keywords is three and the maximum is five.

- Introduction (250 – 750 word): It should contain information on historical literature data on the relevant issue; the problem should be defined; and the objective of the study along with the problem solving methods should be mentioned. The Introduction, although typically is the shortest of sections, perhaps the most critical. The Introduction must effectively state the issues and formulate the rationale for those issues or questions. Its organization might differ somewhat for a clinical report, a study of new scientific data, or a description of a new method. Most studies, however, are published to: (1) report entirely novel findings (frequently case reports,

but sometimes substantive basic or clinical studies); (2) confirm previously reported work (eg, case reports, small preliminary series) when such confirmation remains questionable; and (3) introduce or address controversies in the literature when data and/or conclusions conflict. Apart from reviews and other special articles, one of these three purposes generally should be apparent (and often explicit) in the Introduction. The first paragraph should introduce the general topic or problem and emphasize its importance, a second and perhaps a third paragraph should provide the rationale of the study, and a final paragraph should state the questions, hypotheses, or purposes. One may think of formulating rationale and hypotheses as Aristotelian logic (a modal syllogism) taking the form: If A, B, and C, then D, E, or F. The premises A, B, and C, reflect accepted facts whereas D, E, or F reflect logical outcomes or predictions. The premises best come from published data, but when data are not available, published observations (typically qualitative), logical arguments or consensus of opinion can be used. The strength of these premises is roughly in descending order from data to observations or argument to opinion. D, E, or F reflects logical consequences. For any set of observations, any number of explanations (D, E, or F) logically follows. Therefore, when formulating hypotheses (explanations), researchers designing experiments and reporting results should not rely on a single explanation. With the rare exception of truly novel material, when establishing rationale authors should generously reference representative (although not necessarily exhaustive) literature. This rationale establishes novelty and validity of the questions and places it within the body of literature. Writers should merely state the premises with relevant citations (superscripted) and avoid describing cited works and authors' names. The exceptions to this approach include a description of past methods when essential to developing rationale for a new method, or a mention of authors' names when important to establish historic precedent. Amplification of the citations may follow in the Discussion when appropriate. In establishing a rationale, new interventions of any sort are intended to solve certain problems. For example, new implants (unless conceptually novel) typically will be designed according to certain criteria to eliminate problems with previous implants. If the purpose is to report a new treatment, the premises of the study should include those explicitly stated problems (with quantitative frequencies when possible) and they should be referenced generously. The final paragraph logically flows from the earlier ones, and should explicitly state the questions or hypotheses to be addressed in terms of the study (independent, dependent) variables. Any issue not posed in terms of study variables cannot be addressed meaningfully. Focus of the report relates to focus of these questions, and the report should avoid

questions for which answers are well described in the literature (e.g., dislocation rates for an implant designed to minimize stress shielding). Only if there are new and unexpected information should data be reported apart from that essential to answer the stated questions.

- Materials - Methods (1000-1500 words): Epidemiological/ demographic data regarding the study subjects; clinical and radiological investigations; surgical technique applied; evaluation methods; and statistical analyses should be described in detail. In principle, the Materials and Methods should contain adequate detail for another investigator to replicate the study. In practice, such detail is neither practical nor desirable because many methods will have been published previously (and in greater detail), and because long descriptions make reading difficult. Nonetheless, the Materials and Methods section typically will be the longest section. When reporting clinical studies authors must state approval of the institutional review board or ethics committees according to the laws and regulations of their countries. Informed consent must be stated where appropriate. Such approval should be stated in the first paragraph of Materials and Methods. At the outset the reader should grasp the basic study design. Authors should only briefly describe and reference previously reported methods. When authors modify those methods, the modifications require additional description. In clinical studies, the patient population and demographics should be outlined at the outset. Clinical reports must state inclusion and exclusion criteria and whether XVIII the series is consecutive or selected; if selected, criteria for selection should be stated. The reader should understand from this description all potential sources of bias such as referral, diagnosis, exclusion, recall, or treatment bias. Given the expense and effort for substantial prospective studies, it is not surprising that most published clinical studies are retrospective. Such studies often are criticized unfairly for being retrospective, but that does not negate the validity or value of a study. Carefully designed retrospective studies provide most of the information available to clinicians. However, authors should describe potential problems such as loss to follow-up, difficulty in matching, missing data, and the various forms of bias more common with retrospective studies. If authors use statistical analysis, a paragraph should appear at the end of Materials and Methods stating all statistical tests used. When multiple tests are used, authors should state which tests are used for which sets of data. All statistical tests are associated with assumptions, and when it is not obvious the data would meet those assumptions, the authors either should provide the supporting data (e.g., data are normally distributed, variances in groups are similar) or use alternative tests. Choice of level of significance should be justified. Although it is common

to choose a level of alpha of 0.05 and a beta of 0.80, these levels are somewhat arbitrary and not always appropriate. In the case where the implications of an error are very serious (e.g., missing the diagnosis of a cancer), different alpha and beta levels might be chosen in the study design to assess clinical or biological significance.

- Results (250-750 words): "Results" section should be written in an explicit manner, and the details should be described in the tables. The results section can be divided into sub-sections for a more clear understanding. If the questions or issues are adequately focused in the Introduction section, the Results section needs not to be long. Generally, one may need a paragraph or two to persuade the reader of the validity of the methods, one paragraph addressing each explicitly raised question or hypothesis, and finally, any paragraphs to report new and unexpected findings. The first (topic) sentence of each paragraph should state the point or answer the question. When the reader considers only the first sentence in each paragraph in Results, the logic of the authors' interpretations should be clear. Parenthetical reference to all figures and tables forces the author to textually state the interpretation of the data; the important material is the authors' interpretation of the data, not the data. Statistical reporting of data deserves special consideration. Stating some outcome is increased or decreased (or greater or lesser) and parenthetically stating the p (or other statistical) value immediately after the comparative terms more effectively conveys information than stating something is or is not statistically significantly different from something else (different in what way? the reader may ask). Additionally, avoiding the terms 'statistically different' or 'significantly different' lets the reader determine whether they will consider the statistical value biologically or clinically significant, regardless of statistical significance. Although a matter of philosophy and style, actual p values convey more information than stating a value less than some preset level. Furthermore, as Motulsky notes, "When you read that a result is not significant, don't stop thinking... First, look at the confidence interval... Second, ask about the power of the study to find a significant difference if it were there." This approach will give the reader a much greater sense of biological or clinical significance.

- Discussion (750 - 1250 words): The Discussion section should contain specific elements: a restatement of the problem or question, an exploration of limitations and assumptions, a comparison and/or contrast with information (data, opinion) in the literature, and a synthesis of the comparison and the author's new data to arrive at conclusions. The restatement of the problem or questions should only be a brief emphasis. Exploration of assumptions and limitations are preferred to be

next rather than at the end of the manuscript, because interpretation of what will follow depends on these limitations. Failure to explore limitations suggests the author(s) either do not know or choose to ignore them, potentially misleading the reader. Exploration of these limitations should be brief, but all critical issues must be discussed, and the reader should be persuaded they do not jeopardize the conclusions. Next the authors should compare and/or contrast their data with data reported in the literature. Generally, many of these reports will include those cited as rationale in the Introduction. Because of the peculiarities of a given study the data or observations might not be strictly comparable to that in the literature, it is unusual that the literature (including that cited in the Introduction as rationale) would not contain at least trends. Quantitative comparisons most effectively persuade the reader that the data in the study are "in the ballpark," and tables or figures efficiently convey that information. Discrepancies should be stated and explained when possible; when an explanation of a discrepancy is not clear that also should be stated. Conclusions based solely on data in the paper seldom are warranted because the literature almost always contains previous information. The quality of any report will depend on the substantive nature of these comparisons. Finally, the author(s) should interpret their data in the light of the literature. No critical data should be overlooked, because contrary data might effectively refute an argument. That is, the final conclusions must be consistent not only with the new data presented, but also that in the literature.

- Conclusion: The conclusions and recommendations by the authors should be described briefly. Sentences containing personal opinions or hypotheses that are not based on the scientific data obtained from the study should be avoided.

- References: Care must be exercised to include references that are available in indexes. Data based on personal communication should not be included in the reference list. References should be arranged in alphabetical order and be cited within the text; references that are not cited should not be included in the reference list. The summary of the presentations made at Symposia or Congresses should be submitted together with the manuscript. The following listing method should be used. References should derive primarily from peer-reviewed journals, standard textbooks or monographs, or well-accepted and stable electronic sources. For citations dependent on interpretation of data, authors generally should use only high quality peer-reviewed sources. Abstracts and submitted articles should not be used because many in both categories ultimately do not pass peer review. They should be listed at the end of the paper

in alphabetical order under the first author's last name and numbered accordingly. If needed, the authors may be asked to provide and send full text of any reference. If the authors refer to an unpublished data, they should state the name and institution of the study, Unpublished papers and personal communications must be cited in the text. For the abbreviations of the journal names, the authors can apply to "list of Journals" in Index Medicus or to the address "<http://www.nlm.nih.gov/tsd/serials/lji.html>".

Journal article:

Berk H, Akçalı Ö, Kıter E, Alıcı E. Does anterior spinal instrument rotation cause rethrolisthesis of the lower instrumented vertebra? *J Turk Spin Surg* 1997; 8 (1): 5-9.

Book chapter: Wedge JH, Kirkaldy-Willis WH, Kinard P. Lumbar spinal stenosis. Chapter-5. In: Helfet AJ, Grubel DM (Eds.). *Disorders of the Lumbar Spine*. JB Lippincott, Philadelphia 1978; pp: 61-68.

Entire book:

Paul LW, Juhl JH (Eds.). *The Essentials of Roentgen Interpretation*. Second Edition. Harper and Row, New York 1965; pp: 294-311.

Book with volume number:

Stauffer ES, Kaufer H, Kling THF. Fractures and dislocations of the spine. In: Rockwood CA, Green DP (Eds.). *Fractures in Adults*. Vol. 2, JB Lippincott, Philadelphia 1984; pp: 987-1092.

Journal article in press:

Arslantaş A, Durmaz R, Coşan E, Tel E. Aneurysmal bone cysts of the cervical spine. *J Turk Spin Surg* (In press).

Book in press:

Condon RH. Modalities in the treatment of acute and chronic low back pain. In: Finnison BE (Ed.). *Low Back Pain*. JB Lippincott, Philadelphia (In press).

Symposium:

7. Raycroft IF, Curtis BH. Spinal curvature in myelomeningocele: natural history and etiology. *Proceedings of the American Academy of Orthopaedic Surgeons Symposium on Myelomeningocele*. Hartford, Connecticut, 5th November 1970. CV Mosby, St. Louis 1972; pp: 186-201.

Papers presented at the meeting:

8. Rhoton AL. Microsurgery of the Arnold-Chiari malformation with and without hydromyelia in adults. Presented at the *Annual Meeting of the American Association of Neurological Surgeons*, Miami, Florida, April 7, 1975. 1975

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