Journal of Korean Foot and Ankle Society is the official journal of Korean Foot and Ankle Society, and is published 4 times a year on March 15th, June 15th, September 15th, and December 15th.

1. Aims and Scope
   The journal covers all fields of clinical and basic research related to the foot and ankle. All manuscripts, except the invited review articles, should be original and contribute to the diagnosis and treatment of foot and ankle conditions. The journal publishes original articles, review articles, case reports, technical reports, editorials, and correspondences. For things not mentioned in the instructions, the ‘Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (ICMJE Recommendations, 2018: http://www.icmje.org’) can be applied.

2. Language

3. Submission of Manuscript
   1) Online Submission
      • All manuscripts should be submitted via the online through the website (http://www.jkfas.org).
      • A master file can be downloaded from http://www.fas.or.kr.
      • Queries concerning manuscript submission should be directed to e-mail office@jkfas.org.

   2) Author’s Checklist and Copyright Transfer
      • Author’s checklist must be submitted with the financial disclosure and copyright transfer forms signed by all co-authors.

3) Research and Publication Ethics Guidelines
   • All studies dealing with human subjects must receive an approval from the institutional review board, and include a statement in the manuscript that the study was approved by an institutional review board.
   • Any research that involves a clinical trial should be registered at the Clinical Research Information Service (https://cris.nih.go.kr/cris/index.jsp) of Korea National Institute of Health, or at one of the national clinical trial registration sites accredited by the World Health Organization.
   • All studies containing an animal experiment must receive an approval from an animal utilization committee or a similar committee of the institution, and include a statement in the manuscript that the study was approved by an animal utilization committee.
   • Submitted manuscripts must not have been previously published or must not be under consideration for publication elsewhere. Secondary publication of a paper may be considered acceptable under specific circumstances according to recommendation from the International Committee of Medical Journal Editors (http://www.icmje.org/icmje-recommendations.pdf).
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publication for clarity and correctness, and to make formal changes. Proofs will be sent to the corresponding author for final approval.

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5. Preparation of Manuscript
Authors are required to submit their manuscripts after reading the following instructions. Any manuscript that does not conform to the requirements will be considered inappropriate and may be returned. In such a case, the manuscript is considered not submitted.

1) General Requirements
• Manuscripts must be submitted as MS-Word files. The text should be typed in 11-point font and double-spaced.
• The manuscripts should be arranged in the following order: Cover letter, Title page (without author information), English abstract, Manuscript (Introduction, Materials and Methods, Results, Discussion, Conclusion), Acknowledgements, References, Tables, Figure legends.
• All pages and manuscript text with line should be numbered sequentially, starting from the abstract.
• Information on the authors and their affiliations should only appear in the cover and nowhere else throughout the manuscript.
• Units of measurements should be expressed in the metric system and according to the International System of Units (SI).
• The use of English abbreviations should be minimized. When necessary, spell out the full term where it appears in the text for the first time, add the abbreviation in parentheses, and use the abbreviation thereafter.
• To cite a reference with an author in the text, insert the author’s last name only and the citation number in superscript, e.g., ‘Brown’\(^1\). If the reference has two or more authors, cite the authors’ name in the following manner: In case of two authors, ‘Brown and Copper’\(^2\); in case of three or more authors, ‘Brown et al.’\(^3\).
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2) Cover Letter
• The cover letter should contain the full title of the paper (in Korean and in English), authors’ names and affiliations (in Korean and English), and contact informations of the corresponding author including the adress, telephone number, FAX number, e-mail adress, and ORCID identifier.
• When authors from different institutions/addresses are included, the institution where most of the work was performed should be presented first. The other authors should be matched with their institutions by placing the relevant symbol in superscript after each author’s name and institution in the order of *, †, ‡, §, ¶.

3) Title Page
• In the title page, only the title of manuscript should be written in Korean and in English. Information on the authors and their affiliations should not be present for blind peer review.
• The abbreviated title will be printed at the top of each page of the published paper, and should be no longer than 30 characters in Korean and 50 characters in English (including spaces and punctuation).

4) Abstract
• The English abstract must be written in the following format, and should not exceed 300 words.
  Purpose: The rationale or objective of the study should be clearly described in one or two sentences.
  Materials and Methods: The procedures conducted to achieve the goal of study should be described.
  Results: The most important research and analysis results should be presented in a logical manner with data.
  Conclusion: The conclusion derived from the results should be described in one or two sentences, and must accord with the study objective.
• At the end of the abstract, up to 5 keywords should be given in English, preferably in Medical Subject Headings (MeSH) terminology.
• References are not allowed in the abstract.

5) Introduction
• Clearly state the purpose of the study with relevant research background. General informations not directly related to the study should be avoided.

6) Materials and Methods
• Institutional review board (IRB) approval should be stated.
• Describe the study design (prospective or retrospective, duration of the study, inclusion and exclusion criteria) and the demographics, length of follow-up, and follow-up methods.
• Explanations of the experimental methods should be concise.
• Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and, unless inappropriate, report the sex and/or gender of study participants, the sex of animals or cells, and describe the methods used to determine sex and gender. If the study was done involving an exclusive population, for example in only one sex, authors should justify why, except in obvious cases (e.g., prostate cancer). Authors should define how they determined race or ethnicity and justify their relevance.

7) Results
• Study results should be reported in a clear and logical manner. Data obtained from biological measurements should be analyzed using appropriate statistical methods. All data in the text must be presented in a consistent manner throughout the manuscript.
• The contents of the tables should not be duplicated in the text.

8) Discussion
• In the discussion, data should be analyzed to draw the conclusion which accords with the purpose of the study. Care should be taken to avoid descriptions on the historical facts or textbooks and irrelevant to the purpose and results of the study. A discussion on the weaknesses and the limitations of the study should also be included.

9) Conclusion
• The conclusion derived from the results should be described in one to two sentences, and must accord with the purpose of the study.

10) References
• The number of references is limited to 30 for original articles and 10 for case reports and technical reports.
• The references should be listed on a separate page ac-

Book chapter

11) Tables
- Tables should be prepared with English characters and Arabic numerals and be provided with a brief title in a phrase or a clause. Use capital letters for the first letter of each noun and adjective in the title.
- Tables should be numbered in the order in which they are mentioned in the text.
- If an abbreviation is used in a table, it should be defined in a footnote below the table.
- The symbols should be used in the following order: *, †, ‡, §, ‖, ¶, **, ††, ‡‡. Each symbol must be defined in a footnote.
- Tables should be understandable and self-explanatory without references to the text.
- A table presented in a previously published article should not be included in the present work.

12) Figure Legends
- Figures should be numbered in the order in which they are mentioned in the text.
- Figure legends should be provided in sentences and not in phrases or clauses, on a separate page.
- Photomicrographic figures should include the staining method and the magnification in the legend.

13) Figures
- Papers containing unclear photographic prints may be rejected.
- Each figure should be prepared in a separate file. The name of an image file should not contain the name(s) of the author(s) (e.g., Fig 1.jpg). If a figure contains two or more photographs, they should be assigned an Arabic numeral followed by capital letters in the English alphabet (e.g., Fig. 1A, Fig. 1B).
- Photographs of different patients should not be included in one figure. Any personal information on the patient should be removed.
- Arrows or letters in figures should be inserted by Photo-
shop or Powerpoint. When accepted, the original figure files should be submitted.

• When using a digital camera, set the resolution to a minimum of 300 dpi (dots per inch), and set the size of the image to 5×7 inch (127×178 mm). Color and grayscale images, such as radiographs, must have a minimum resolution of 300 dpi, and line art drawings such as graphs must have a minimum resolution of 1,200 dpi.

• Image files should be submitted in JPEG or GIF file (less than 2 megabyte).

• Any illustrations previously published should be accompanied by the written consent of the copyright holder, which should be indicated in the legend.

6. Other Types of Manuscripts

All other types of manuscripts should meet the above mentioned requirements if they are not described below.

English abstract should be in a structured format of up to 300 words for original articles, and in an unstructured format of up to 200 words for review articles, case reports, and technical reports.

1) Review Articles

Review articles should focus on a specific topic, and are invited by the editorial board.

2) Case Reports and Technical Reports

The general background and the significance related to the report should be mentioned first without the title of ‘Introduction’. After that, the case reports are described in the order of Case report, Discussion, References, and the technical reports in the order of Technique, Discussion, References.

3) Correspondence

The journal welcomes readers’ comments or criticisms on the articles published recently in the journal.

7. Publication Fee

The Journal of Korean Foot and Ankle Society charges a publication fee of 180,000 KRW per article accepted for publication from the submitting authors, except for the review articles. Additional copies will be sent free of charge at the author’s request. If color printing is requested, a printing charge would be issued.

• Color charges: 113,400 KRW for 1 page, 226,800 KRW for more than 2 pages (VAT will be added)