

## GUIDE FOR AUTHORS

**Ecosistemas y Recursos Agropecuarios (Ecosystems and Agricultural Resources)** is a quarterly journal that has been published by the Universidad Juárez Autónoma de Tabasco (Juárez Autonomous University of Tabasco) since 2014. It publishes results of original and unpublished research in the form of **Scientific Articles, Scientific Notes, Review Articles and Letters to the Editor**, related to the **Agricultural Sciences, Animal Science, Environmental Sciences, Wildlife, Natural Resource Use and Conservation, and Ecology**. The journal is included in the Index of Mexican Journals of Scientific Research and Technology (CONACyT), SciELO Citation Index, SciELO Mexico and other national and international indexes; it is distributed to national and international higher education institutions and research centers.

Manuscripts must be submitted to the journal manager ([www.ujat.mx/era](http://www.ujat.mx/era)), attaching a letter of originality and a request for possible publication signed by the authors. Manuscripts are accepted in Spanish or English; in the case of articles written in English by authors whose native language is not English, a certified translation from Oxford Science Editing, Proofreading services or American Journal Experts must be submitted. Review articles and special issues are published at the discretion of the **Editorial Board**; all manuscripts are subject to editorial review and double-blind peer review by at least two specialists in the area. Authors must suggest three possible referees of recognized academic prestige who are affiliated with an institution different from that of the authors, who may be considered by the Editors in the review process. In the case of sending manuscripts that include a list of collected or reviewed specimens, they must include the access number and the name of the scientific collection or museum where they are deposited. The establishment of new taxa and scientific names that are cited must meet international codes of nomenclature (International Code of Botanical Nomenclature and International Code of Zoological Nomenclature).

Manuscript content and originality is the responsibility of the authors. The corresponding author, after being notified of the manuscript's acceptance, signs a letter approving of the galley proofs and the transfer of copyright.

**Errata** — This section provides a means to correct editing or printing errors in a published article. Send the errata in three columns entitled "page-paragraph", "it says" and "it should say".

**Publishing costs and charges** — Printing of manuscripts is at no charge to the author. However, the journals publishing policies may change.

## GUIDE FOR THE PREPARATION OF MANUSCRIPTS

**General information** — Write the manuscript double-spaced in Microsoft Word processor with Arial Narrow 12 font and 2.5-cm margins, and with numbered pages and lines. Figures and Tables must be placed after the literature cited section. The text must be written in third person; the numbers from zero to nine must be written with words, except when they are preceded by a unit of measurement, and from 10 and above with numbers. Use abbreviations and units accepted by the International System of Units (Refer to Basic Units section).

**Manuscript titles** — All manuscripts must have two titles (the short and main one). The main title must be in Spanish and English, in uppercase letters, bold and centered, with a maximum of 15 words. The short title must be written in the language of the manuscript with case sensitivity, aligned to the right with a maximum of six words. If necessary, include the taxonomic level to facilitate the location of the organism(s) studied; do not abbreviate scientific names, and separate the names of the *phylum*, class, order and family. For subsequent use of the scientific name, the genus may be abbreviated.

**Author names and addresses** — Write the full names of the authors, starting with the name(s) and then the last name(s); separate the author names with a comma. To identify the authors, put a numerical superscript, which must indicate the name and address of the author's affiliated institution. If all authors are affiliated with the same institution, it is not necessary to use the numerical superscript. Write the name of the institution with the full mailing address of the authors; the corresponding author must be identified with an asterisk and include his or her email address.

**Abstract** — Write the abstract (*resumen* in Spanish) in each language, in a maximum of 250 words for scientific articles and review articles, and 150 for scientific notes.

**Keywords** — Place five keywords (*palabras clave* in Spanish) that are not included in the manuscript's title in both languages after the *resumen* and the abstract.

**First- and second-order titles** — First-order titles are used to identify sections; they must be aligned to the left margin, with capital letters, bold without a period (example: **MATERIALS AND METHODS**) and continue the text in the following line. Second-order titles are used to identify sub-sections within each section. They must be aligned to the left margin, and be in bold with uppercase and lowercase letters; place a period at the end and then continue the text (example: **Experimental design**. A completely randomized ...).

**Literature cited** — The literature must reflect the specialized and up-to-date reporting on the topics related to the manuscript. Information obtained from web pages are accepted if it comes from institutions whose information is updated and certified (FAO, UNESCO, NOM, INEGI, Government Ministries). It should not include literature that is difficult to access, such as a thesis, conference proceedings or literature with limited distribution.

Cite in the text (1) the last name of the author followed by the year, Núñez-García and Fuentes-Carrasco (2012) report..., (2) the last name between parentheses without a comma and followed by the year, if what was said by the author(s) is not part of the text (Williams and de la Croix 2015); and (3) the author's last name followed by the year with a letter that allows distinguishing between more than one reference published the same year by the same author(s) (Santillana 2015a, 2015b). In the event that the idea is supported by more than one citation, the literature is put in chronological order; in the event of two or more authors in the same

year, they are ordered alphabetically (Pérez 2015, Pereira and López 2015, Reséndez and Salvadores-Baledón 2015). If there are more than two authors, after the first author put *et al.* in italics with a period, followed by the year, for example Guadarrama *et al.* (2015) or (Guadarrama *et al.* 2015) depending on their position in the text. When information from the same author is mentioned in different citations, use the most recent.

In the literature cited section, write the references without spaces using hanging indent. In the case of journals, give the journal's full name and volume, followed by a colon and the pages (separated by a hyphen) and a period at the end. In the case of last names with prepositions (de la, von, etc.), they are written starting with an uppercase letter before the last name. When a document with more than six co-authors is cited, the first six are noted and then *et al.* is added. When the article is in press, add the DOI (Digital Object Identifier) at the end of the citation.

## Examples

### Article

Kursat CH, Lupeanu ME, Rennie AEW, Neagu C, Akinci I (2013) Product re-design using advanced engineering applications and function analysis: a case study for greenhouse clips. *Journal of the Brazilian Society of Mechanical Sciences and Engineering* 35: 305-318.

Shi Q, Dong Y, Qiao D, Wang Q, Ma Z, Zhang F, *et al.* (2015) Isolation and characterization of ZmERF1 encoding ethylene responsive factor-like protein 1 in popcorn (*Zea mays* L.). *Journal of Plant Biotechnology* 120: 747-756.

### Book

Zar JH (2009) *Biostatistical analysis*. 5th Edition. Prentice Hall. New Jersey, USA. 66p

### Book chapter

Sánchez AJ, Florido R, Salcedo MA, Ruiz-Carrera V, Montalvo-Urgel H, Raz-Guzman A (2012) Macrofaunistic diversity in *Vallisneria americana* Michx. in a tropical wetland, southern Gulf of Mexico. In: Mahamane A (ed) *Ecosystems I*. InTech. Rijeka, Croatia. pp: 1-26.

López LR, Ruíz AO (2014) Necesidades hídricas y programación del riego para caña de azúcar en Tabasco, México. En: Mendoza PJD, De la Cruz LE, Martínez ME, Osorio OR, Estrada BMA (ed). *Tópicos selectos en agronomía tropical*. Vol 2. Tabasco, México. pp: 171-181.

### Internet

Paliwal RL, Granados G, Lafitte HR, Violic AD, Marathée JP (2001) El maíz en los trópicos: mejoramiento y producción. Organización de las Naciones Unidas para la Alimentación y la Agricultura. Roma, Italia. <http://www.fao.org/docrep/003/X7650S/x7650s00.htm> . Fecha de consulta 5 de agosto de 2015.

FAO (2012) Capacidades de pasta y papel. Estudio 2011-2016. Organización de las Naciones Unidas para la Alimentación y la Agricultura. Roma, Italia. 97 p. <http://www.fao.org/docrep/016/i3005t/i3005t.pdf>. Fecha de consulta 5 de agosto de 2013.

## EDITING OF TABLES AND FIGURES

**Tables and Figures** — They must be included at the end of the manuscript, on separate pages with titles in the language in which the manuscript is submitted.

**Tables** — They must be numbered with Arabic numerals. The title should be short and explanatory, so that it can be understood by itself without having to read the text. Include a period after the number of the Table (example - Table 1. Socioeconomic, technological and commercial aspects in livestock production units). Tables are made with the word processor table editor, in black and white with a white background. If the Tables are loaded with information, it is recommended to consider another way to report it or split the Table. The columns are not separated by lines. Mean comparisons are identified with superscript lowercase letters (a, b, etc.). Include the probability of F of the analysis. Table size is proportional to the amount of information presented.

**Figures** — Figures correspond to drawings, graphs, diagrams, maps and photographs. They are numbered with Arabic numerals. The title should be short and explanatory, so that it can be understood by itself without having to read the text. Include a period after the Figure number (example: Figure 2. Growth of *Amphora* sp at different salinities). Photographs must have adequate contrast for printing and be sent in digital form, with a minimum of 300 dpi (dots per inch). In the case of macro- and microscopic photographs, as well as mapping information, the reference scale must be incorporated. What needs to be highlighted in a Figure is the content and not the axes. Consequently, the thickness of the latter must be less than that of the inner lines. To indicate the dimensions of the axes, it is suggested to choose appropriate scales, highlighting what you want to show. The symbols used in the Figure should be described in the footer. The format for sending the figures is JPG or PNG. The maximum size of the Figure is half a page, allowing its reduction to a quarter of the original size without losing legibility and details. Avoid overloading the Figures. The information presented in Figures should not be duplicated in the text.

**Symbols and abbreviations** — For the use of symbols, use Microsoft Word processor fonts. The first time abbreviations are used in the manuscript, put the full name and enclose the abbreviation between parentheses. Sentences must not start with symbols, abbreviations or numbers.

## SPECIFIC FORMATS

### 1. FORMAT FOR SCIENTIFIC ARTICLES

**Order** — Structure the manuscript in the following order: **short title, main title in Spanish and English, author(s), resumen, palabras clave, abstract, keywords, introduction, materials and methods, results, discussion, conclusions, acknowledgments** (optional) and **literature cited**. The maximum length of the manuscript is 25 pages, including Tables and Figures on separate pages at the end of the manuscript.

**Resumen** — The resumen must include the objective, procedures used, outstanding results and conclusion, all in one paragraph, with a maximum of 250 words. Do not include citations in this section.

**Palabras clave** — Place five words that are not in the title, in alphabetical order and separated by semicolons.

**Abstract and Keywords:** The content of these sections must be the same as in the *resumen* and **palabras clave** in Spanish. The authors are responsible for the English translation.

**Introduction** — State clearly the importance, justification, and background of the research topic and end with the study objective. Include literature relevant to the study, preferably in the last five years and published in prestigious scientific journals.

**Materials and Methods** — This section indicates where, when and how the study was conducted (include location of the study area, experimental design, evaluated variables, statistical analysis, etc.). The information in this section must be consistent with the study objective. Therefore, the materials and methodology must be described concisely, clearly and completely, so that the study can be reproduced by other researchers.

**Results** — They should be organized concisely, with Tables and/or Figures. The description of the results should focus on highlighting the relevant aspects of the study.

**Discussion** — It must be based on the interpretation of the results and their objective and impartial comparison with similar studies, substantiated with relevant references.

**Conclusions** — State briefly and concisely the contributions to the field of knowledge, supported by the results.

**Acknowledgements** — An optional section, it is used to give credit to individuals and institutions that funded, advised or assisted during the carrying out of the work.

**Cited Literature** — It integrates in alphabetical and chronological order all references cited in the text.

## 2. SCIENTIFIC NOTE

Scientific Notes include the following:

Preliminary results, changes in some method or experimental technique, statistical methodologies, extensions in the geographic scope of a species, description of new varieties, a device or field or laboratory instrument.

Scientific Notes contain the following sections: short title, main title in Spanish and English, author(s), *resumen* (maximum 150 words), *palabras clave*, abstract, keywords, introduction, materials and methods, results and discussion, acknowledgments (optional) and literature cited. The conclusions are included in a paragraph at the end of the results and discussion section. The maximum length is 15 pages, including Tables and Figures.

## 3. REVIEW ARTICLE

The publication of such a manuscript is at the discretion of the **Editorial Board**. Topics to be discussed are those that fall within the scope of the journal. Such articles are preferably written in English and have a maximum length of 35 pages. Sections that make up these contributions are: **main title, short title, resumen, palabras clave, abstract, keywords, introduction, topic development** (with the sections that are necessary in the work at the discretion of the author or authors), **conclusions** and **literature cited**.

#### 4. LETTERS TO THE EDITOR

In this section, writings related to critical analyses of books published in the last five years, remembrances of the scientific work of leading researchers, and comments on topics of interest and papers published in the journal are accepted. The maximum length of these contributions is four pages, in free format. If citations are included in the text, they should be cited at the end of the manuscript in accordance with the editorial standards of the journal.

##### *Basic Units —*

Ampere - A	Liter - L
Candela - cd	Meter - m
Calorie - cal	Milligram - mg
centimeter - cm	Minute - min
cubic centimeter - cm <sup>3</sup>	Milliliter - mL
Day - d	Millisecond - ms
Degree Celsius - °C	Millivolt - mv
Gram - g	Mol - mol
Hectare - ha	Nanometer - nm
Hectometer - hm	Milligrams per litre - mg L <sup>-1</sup>
Hour - h	Second - s
kilogram kg	Ton - t
kilometer - km	Volt - v

#### CONSIDERATIONS

Abbreviations are the same in singular and plural (1 cm, 15 cm); do not put a period after an abbreviation, except at the end of the sentence.

##### *Special features of the International System —*

Leave a space between the number and unit of measurement.

**Correct:** 15 m, 30 %, 37 °C.

**Incorrect:** 15m, 30 %, 37°C.

Do not leave a space between the number and unit in the case of angles and measurements of longitude or latitude.

**Correct:** 30° 15' 5" North

**Incorrect:** 30 ° 15 ' 5 " North

Use spaces to separate numbers with more than three digits, both to the left and right of the decimal point.

**Correct:** 21 345 678.00

**Incorrect:** 21345678.00

Do not mix nouns with measurement units.

**Correct:** The water content is 30 ml kg<sup>-1</sup>

**Incorrect:** The content is 30 ml H<sub>2</sub>O/kg; el contenido es 30 ml agua/kg.

Do not begin sentences with numbers.

**Correct:** In the forest 30 specimens were collected.

**Incorrect:** 30 specimens were collected in the forest. Thirty specimens were collected in the forest.

Abbreviate units of measurement when they are preceded by digits, but not when they are nouns.

**Correct:** The turtle weighed 15 kg; the weight was expressed in kilograms; it happened in 15 % of cases.

**Incorrect:** The turtle weighed 15 kilograms; the weight was expressed in kg; it happened in 15 percent of cases.

Do not use symbols like nouns in sentences.

**Correct:** this is greater than the other.

**Incorrect:** this is >than the other.

Represent numbers with words when they are composed of a single digit (zero through nine), and represent them with numbers when they have two digits or more.

**Correct:** Three samples were taken from the 10 locations ...

**Incorrect:** 3 samples were taken from the ten locations ...

Shorten dates consistently. In formal writing do not use forward slashes in dates.

**Correct:** December 10, 2002

**Incorrect:** 12/10/02.

Express time using the 24-hour system:

**Correct:** 08:00, 21:30.

**Incorrect:** 8:00 a.m., 9:30 p.m.

Insert formulas with the Word equation editor:

**Correct:**  $X = \frac{-b \pm \sqrt{b^2 - 4ac}}{2a}$

**Incorrect:**  $X = (-b^2 \pm (b^2 - 4ac)^{0,5}) / (2a)$

Only the scientific name of the species should go in the title:

**Correct:** Phenology of flowering and reproductive cycles of nanche (*byrsonima crassifolia*) in Nayarit.

**Incorrect:** Phenology of flowering and reproductive cycles of nanche (*byrsonima crassifolia*) (l.) hbk] in Nayarit, ...nance (*byrsonima crassifolia* (l.) kunth, (malpighiales: malpigiaceae) ...nance (*byrsonima crassifolia* (l.) kunth, malpigiaceae)

## INFORMATION:

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