

GUIDE FOR AUTHORS

"Ecosistemas y Recursos Agropecuarios" (formerly "Universidad y Ciencia") is a multi-disciplinary magazine published quarterly by the Universidad Juárez Autónoma de Tabasco since 1984. It publishes original and unpublished scientific research results on the modality of **Scientific Articles, Scientific Notes, Review Articles and Letters to the Editor**, related to **Environmental Sciences, Use and Conservation of Natural Resources, Animal Science, Ecology, Wild Animals and Agricultural Production**. The magazine is included on the Mexican Research Magazines Index of CONACYT*, in national and international indexes and is distributed to domestic and foreign research centers and higher education institutions.

The manuscripts must be submitted through the OJS platform of the magazine at www.ujat.mx/era, together with a letter of application for its possible publication and letter of originality by the corresponding author. The authors may propose three possible arbitrators of recognized academic prestige from institutions other than that of author. The manuscripts are received either in Spanish or English. If English is not the native language of the author(s), a translation certificate must be submitted in the case of articles in English. All the manuscripts will be subject to editorial review and arbitrated by two peers in the area. All review articles and special numbers are published at the Editorial Committee's judgment.

Authors are liable for the content and originality. are the responsibility of authors. The responsible author will sign the letter of conformity of the galley proofs and the transfer of copyright letter once the acceptance opinion on the manuscript is received.

In the case of manuscripts including a list of collected or checked samples, the access number and name of the scientific collection or museum must be provided. The introduction of new taxa and the scientific names cited must comply with the International nomenclature standards (*International Code of Botanical Nomenclature and International Code of Zoological Nomenclature*).

Errata — This section provides a means for correcting printing or editing errors in a published article. Send the errata in three columns entitled "page?paragraph", "reads" and "should read".

Publication costs and fees — The printing of manuscripts is free of charge for the author. However, the magazine's publication policies are subject to change without prior notice.

GUIDE FOR THE PREPARATION OF MANUSCRIPTS

General guidelines — Manuscripts must be Microsoft Word, double-spaced documents, using Arial Narrow 12, and 2.5 cm margins, with consecutively numbered pages and lines. Figures and tables must be included at the end of the document. The text must be drafted in third person and passive voice. Numbers from zero to nine must be written, except if preceded by a unit, and in numerals from 10 onwards. Always use the units and abbreviations accepted by the International System of Units (see the Basic Units section).

Manuscript titles — All manuscripts must have two titles - a short title and the main title. The short title must be written in the language of the manuscript, in upper and lowercase letters, aligned to the right and comprise a maximum of six words. The main title must be both in Spanish and English, in uppercase, bold letters, centered and comprising a maximum of 15 words. If needed, it must include the taxonomical level to facilitate the location of the studied organism(s). Do not use abbreviated names, whether scientific or not, nor separate the names of *phylum*, class, order and family.

Names of authors and addresses — Write the complete names of authors, starting with their proper name(s) followed by their family name(s), and separate authors' names with a coma. To identify the authors, use numerical superscripts which must be related to the adscription address. In the event all authors are ascribed to the same institution, the numerical superscript is not necessary. Write the complete name of the institution and the postal and electronic addresses responsible author and identify him with an asterisk. For the remaining authors, the name of the institution suffices.

Abstract — Write the abstract and its respective keywords in both languages.

Key words — Include five keywords in both languages after the abstract.

First and second order titles — First order titles are used to identify sections. They must be aligned to the left and in uppercase, bold letters, with no final periods (example: **MATERIALS AND METHODS**) and continue with the text in the following line. Second order titles are used to identify subsections in each section. They must be aligned to the left, in upper and lowercase, bold letters and followed a final period to continue with the text in the same line (example: **Experimental design**. A design was used ...).

Literature cited — Literature must reflect the specialized and updated approach of the subjects related to the manuscript. The information gathered on websites is accepted if it comes from institutions whose information is certified and updated (such as FAO, UNESCO, NOM, INEGI, Government Secretaries/Ministers). It must not include literature that is difficult to access, such as bachelor degree and post-degree theses, congress records and limited-distribution works.

Cite in the text (1) the family name of author followed by the year, Núñez-García and Fuentes-Carrasco (2012) state...; (2) the family name in parentheses with no comas and followed by the year if the author(s) is(are) not part of the text (Williams and de la Croix 2015), and (3) the author's family name followed by the year with no coma and using a lowercase letter to distinguish more than one reference published on the same year by the same author(s) (Santillana *et al.* 2015a, 2015b). In the case the idea/concept is supported by more than one citation, follow a chronological order in citations and, in the case of two or more authors of the same year, follow an alphabetical order (Pérez 2015, Pereira and López 2015, Reséndez and Salvadores-Baledón 2015). If there are more than two authors, use the Latin abbreviation *et al.*, in italics and with a period, followed by

the year: Guadarrama et al. (2015) or (Guadarrama *et al.* 2015), depending on its position on the text. When matching information from the same author is mentioned in different citations, include only the most recent.

In the section of cited literature (references), write references with no spaces using French indentation in accordance to the examples for articles published in magazines/journals, books, book chapters, cartography and internet. In the case of magazines/journals, write the full name and volume, followed by a colon, the starting page followed by a dash, and the ending page. In the case of family names with prepositions (such as de la, Von, etc.), they must be in uppercase letters before the actual name. When a document is cited with more than six co-authors, write the first six and add *et al.* When the article is on printing, include the DOI (Digital Object Identifier) at the end of the citation.

Examples

Book chapter

Sánchez AJ, Florido R, Salcedo MA, Ruiz-Carrera V, Montalvo-Urgel H, Raz-Guzmán 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.

Book

Zar JH (2009) Biostatistical Analysis. 5th Edition. Prentice Hall. New Jersey, USA. 666 p.

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.

Alonso JM, Stepanova AN, Leisse TJ, Kim CJ, Chen H, Shinn P, *et al.* (2003) Genome-wide insertional mutagenesis of *Arabidopsis thaliana*. *Science* 301: 653-657.

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>. Date consulted: August 5, 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>. Date consulted: August 5, 2013.

TABLE AND FIGURE EDITING

Tables and figures — Tables and figures, with their respective titles in the language of the manuscript, must be included at the end of the document in separate pages.

Tables — List them in Arabic numbers. The titles must be short and clear, as to be self-explanatory, with no further reading of text. Include a period after the number of the Table (example - Table 1. Province VI.

Mountain range of Chiapas and Guatemala. Inventory of landscape classes, subclasses and types). Tables are created with the text processor editor, in black and white and with white background. If the Tables are overloaded with information, we recommend considering the possibility dividing them or of using a different reporting method. Columns are not separated by lines. Comparisons of arithmetical means must be identified with lowercase superscripts (a, b, etc.). Include the analysis probability. The size of Tables must be proportional to the amount of information they include. Preferably, cite Tables within the text in parentheses, example: (Table 1).

Figures — Figures correspond to the drawings, charts, diagrams, maps and pictures in the work. Their titles must be short and clear, as to be self-explanatory with no need of further text reading. Include a period after the number of the Figure (example - Figure 2. Growth of *Amphora sp* at various salinities). Pictures must display an adequate contrast for their printing and must be sent in digital format. These images must have at least 300 dpi (dots per inch). In the case of macro and micro-photography and of cartographic information, a reference scale must be included. In a Figure it is the content and not the axis that should stand out. Consequently, the width of the later should be smaller than that of inner lines. To indicate the axis dimensions, we suggest using adequate scales that highlight what is meant to be shown. The symbols used in the Figure must be described in its title. The formats for submitting figures is JPG or PNG. The maximum size of the Figure is half a page, allowing for reduction to a quarter of the original size, without losing legibility and details. Avoid overloading Figures. The information included in the Figure must not be duplicated in the text. Figures are cited in the text as follows: Figure 1..., or (Figure 2). Only the figures fulfilling the above mentioned requirements will be captured.

Symbols and abbreviations — For symbols, use the Microsoft Word sources. The first time an abbreviation is used in the manuscript, write the complete name and next the corresponding abbreviation in parentheses. Phrases must never start with symbols, abbreviations or numbers.

SPECIFIC FORMATS

1. FORMAT FOR SCIENTIFIC ARTICLES

Order — Structure the article following the next order: short title, main title in Spanish and English, author(s), abstract, key words in Spanish and English, introduction, materials and methods, results, discussion, conclusions, acknowledgments, (optional) and literature (references). The maximum length of a scientific article is 25 pages, including Tables and Figures.

Abstract — The abstract must include the objective, procedures used, outstanding results and conclusion, all in one paragraph of 250 words at most. No citations must be included in this section.

Key words — Include five words that are not included in the title, in alphabetical order and separated by a semicolon.

Abstract and keywords: The content of these sections must be identical to their Spanish versions. The authors are responsible for the translation to English.

Introduction — Clearly point out the importance, justification, backgrounds and finish with the objective of the study. Include the literature relevant to the study, preferably of the last five years, published in scientific magazines and journals of recognized prestige.

Materials and Methods — This section indicates where, when and how the study was carried out (include study area, experimental design, variables evaluated, statistical analyses, etc.). The information in this section must agree with the study objective. Hence, the materials and methods and methodology used must be briefly, clearly and fully described as to allow for the study to be reproducible.

Results — They must be concisely organized, and include Tables and/or Figures. Their description must be focused on highlighting the most relevant aspects of the study.

Discussion — It must be based in the interpretation of results and their objective and unbiased comparison with similar studies. It must be supported by the relevant references.

Conclusions — Briefly and concisely describe the contributions to the field of knowledge, supported by the results/findings achieved.

Acknowledgements — Acknowledgements are optional and will be used to credit the persons and/or institutions that sponsored the study, or provided advise or support during its development.

Cited Literature — It is written both in alphabetical and chronological order, and it must include all the references/citations in the text.

2. SCIENTIFIC NOTE

Scientific Notes include the following:

- a).- The results that, in the judgment of arbitrators or editors are worth been published under this modality.
- b).- The preliminary results, modifications to an experimental method or technique, statistical methodologies, expansions of species of geographical scope, descriptions of new varieties, field or laboratory equipments, devices or instruments.

A Scientific Note must include the following items: short title, main title in Spanish and English, author(s), abstract (150 words maximum), keywords, abstract and keywords in English, introduction, materials and methods, results and discussion, acknowledgments (optional) and cited literature (references). Conclusions will be added in a paragraph at the end of the results and discussion sections. The maximum length is 15 pages, including Tables and Figures.

3. REVIEW ARTICLE

The publication of this type of manuscript is subject to the consideration of the editorial committee. The subjects to be discussed are those included within the scope of the magazine. They will be preferably drafted in English and their maximum length is 35 pages.

These documents comprise the following items: main title, short title, abstract, keywords, abstract and key words in English, introduction, development of the subject matter (with as many sections as the author or authors deem necessary for the specific work), conclusions and literature cited (references). The drafting rules for these items are those specified in editorial standards.

4. LETTERS TO THE EDITOR

Works related to critical analyses of books published in the last five years, memoirs of scientific works by reputed researchers, comments to subjects of interest and articles published in the magazine are classified under this heading. The maximum length of these contributions will be of four pages, in a free format. If the text includes literature citations, they must be included at the end of the manuscript in accordance to the magazine's editorial standards.

Basic Units —

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

CONSIDERATIONS

Abbreviations are the same both in singular and plural (examples: 1 cm, 15 cm). Do not add a period at the end of the abbreviation, except if at the end of a phrase.

Peculiarities of the International System —

Always leave a space between the numeral and the measure unit.

Correct: 15 m, 30 %, 37 °C.

Incorrect: 15m, 30 %, 37°C.

Do not leave a space between the numeral and the unit when speaking of angles and longitude and latitude measurements.

Correct: 30° 15' 5" North

Incorrect: 30 ° 15 ' 5 " North

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

Correct: 21 345 678.00

Incorrect: 21345678.00

Do not mix nouns with measure units.

Correct: The water content is 30 ml kg⁻¹

Incorrect: The content is 30 ml H₂O/kg; el contenido es 30 ml agua/kg.

Do not begin phrases with numbers.

Correct: A total of 30 samples was collected in the forest.

Incorrect: 30 samples were collected in the forest, or Thirty samples were collected in the forest.

Abbreviate measurement units when they are preceded by digits, but never when they are used as nouns.

Correct: The turtle weight was 15 kg; The weight was expressed in kilograms; It was seen in 15 % of cases.

Incorrect: The turtle weight was 15 kilograms; The weight was expressed in kg; It was seen in 15 percent of cases.

Never use symbols as nouns in phrases.

Correct: This is greater than the other.

Incorrect: This is >than the other.

Write numbers with letters when they comprise a single digit (zero to nine), and with numerals if they comprise two or more digits.

Correct: three samples were taken, ...of the 10 localities ...

Incorrect: 3 samples were taken, ...of the ten localities ...

Abbreviate dates consistently. Do not use dashes or slashes should be used in dates in formal writing.

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: $X = (-b \pm \sqrt{b^2 - 4ac}) / 2a$

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

The title must include only the scientific name of the species.

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)

Abbreviate the names of genera after using them for the first time. If two or more genera start with the same letters.

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