

# INSTRUCTIONS FOR AUTHORS

**HIDROBIOLÓGICA** is a four-monthly peer-reviewed research journal belonging to the Departamento de Hidrobiología de la División de Ciencias Biológicas y de la Salud, Universidad Autónoma Metropolitana Iztapalapa (UAM-I), that publishes Original Papers relating to aquatic environments. Data previously published in works with ISSN or ISBN (proceedings, extensive abstracts, books, etc.) will not be accepted. Contributions could be in Spanish or English. In both cases an abstract in Spanish and English must be included.

**HIDROBIOLÓGICA** publishes four types of documents: **scientific papers, scientific notes, review papers and taxonomic monographs**. According to Editorial Board decision Special Issues could be published on specific topics or themes. Preliminary or not concluded works will not be accepted. Similarly, those works that are presented in serial parts or small contributions are not accepted.

This journal covers a wide profile on the following four general areas, in which a variety of associated editors participate:

- 1 Morphology, Systematic and Phylogenetic Area
- 2 Environmental Area
- 3 Aquatic Resources Management Area
- 4 Ecology Area

All articles received **will go through a review process guided by one member** of the Editorial Committee or one Editorial Board Advisor. This evaluation will consider:

- 1) Originality and scientific bases
- 2) Advances in knowledge of the different areas of hydrobiology
- 3) Coherence, continuity and consistency presentation
- 4) Appropriate use of tables, figures and photographs in the text

Manuscripts and figures that do not comply with the following instructions will be returned to the authors without evaluation, so they could be changed appropriately.

Each manuscript received by the Editors will have an immediate received notification. Correspondence during editorial process will be directed with the first author unless other indication is given in the manuscript.

Once manuscripts have been reviewed and has been found to comply fully with the editorial instructions will be introduced in the Hidrobiológica Open Journal System to start its evaluation process Publishing in Hidrobiológica has a recovery cost of \$500 Mexican Pesos per page in black and white (\$29.00 USD approximately) and \$1000 mexican pesos per page in color" (57 USD approximately).

## ORIGINAL PAPERS

There are several kinds of papers that can be submitted:

- a) Scientific article
- b) Scientific note
- c) Review article
- d) Taxonomical Monograph

**Contributions should be submitted to one of the following email addresses:**

*Hidrobiológica*: rehb@xanum.uam.mx

Support journal address: enlacerevistahidrobiologica@gmail.com

Editor in chief: mem@xanum.uam.mx

## AUTHOR GUIDELINES

Authors must adjust the structure of their work depending on the type of manuscript to be submitted.

Text files (manuscript, figure legends, tables) must be presented in Word format whereas figures (photographs, maps, compositions) in jpg or tiff format with good quality equal or higher than 300 dpi.

## SUBMISSION FORMAT FOR SCIENTIFIC PAPER

All manuscripts must be submitted in **letter format**, single column, using **double spacing** without tabs, **Universe Condensed** or **Arial 12** font.

Text will have **3 cm each side margins**. Manuscripts **will not be justified** but left aligned with **no space between paragraphs**. The final version of accepted manuscripts must be accompanied by corresponding electronic updates.

## Title

This should be concise, no longer than 20 words, and explanatory of the nature of the paper. It must be written in English and Spanish in capital and small letters. A short title of up to six words should also be provided. This short title must be written in the same language of the rest of the manuscript. Both titles must be submitted in a separate sheet including Authors' names. These should include the last name and one first name of each author spelt in full, clearly indicating the order in which credits must appear and their institutional address, including the email of the person designated as corresponding author.

To quote postal addresses follow the pattern:

(Laboratory/Area/Department) (Faculty/Institute/Center) (University/Campus) (Address with street and number) (City, State or Province) (ZIP Code) (Country)

To punctuation, follow the example:

Laboratorio de Biología Acuática Facultad de Biología Universidad Michoacana de San Nicolás de Hidalgo Avenida Francisco J. Mújica s/n, Ciudad Universitaria, Col. Felicitas del Río Morelia, Michoacán 58040 México

### Abstract

We require one paragraph abstract with a **minimum length of 250 to maximum 300 words**. It must be submitted in a separate sheet including an **English version (Abstract). Background., Goals., Methods., Results., Conclusions.**

### Key words

Appropriate **key words** (4-5) should be provided in English and Spanish in alphabetic order.

### Main text

The following sections must be included in a bold center title: **INTRODUCTION**. This should state the investigated problem, the aim of the work and previous relevant work with appropriate references. The **METHODS AND MATERIALS** used should be stated clearly in sufficient detail to permit the work to be repeated by others, if desired. **RESULTS** These should be presented concisely, with tables or illustrations for clarity. **DISCUSSION** This section should discuss the significance of the findings without repetition of the material in the Introduction and Results sections. This section must contain the conclusions of the work, **ACKNOWLEDGEMENTS** and **REFERENCES**, it is most important that references are checked carefully. Subheading should be avoided but if necessary, it must be in bold and continuously written within the paragraph.

**Pages should be numbered** consecutively with Arabic numerals. To make the review easier and the writing of comments by the reviewers it is recommended that all lines are numbered consecutively from the beginning to the end of the manuscript.

Decimal metric system should be used for symbols and units.

Latin names of **biological species should be written in italics**. At the first mention in the text, they should include the **nomenclature authors without abbreviation**. In the case of **animal species, the year of publication of the description** should be indicated.

References in the text that include two authors should incorporate the **&** symbol, whereas three or more authors should include *et al.* (Italics)

### New taxa

Description should follow the international code of nomenclature.

### References

Should be listed as follows:

- a) In alphabetical order of the first author.
- b) Citations of the same author by chronological order, then those published by two authors according to the same order (alphabetical according to the second author and chronological in case of coincidence).
- c) References in the text with **et al.**, should be chronologically ordered.

**Author's names should be written in capital and small letters**, not in capital letters exclusively. Initials of the first author will follow the last name. For the following authors, initials will be before the last name, in the case of two or more initials these should be separated by a dot, with additional separation. **Journal titles should not be abbreviated. Book and Journals titles should be in italics**. The total number of cited authors in the text should coincide with the total number of references. Citations of the same author, published in the same year, or with the same co-authors (last name followed by *et al.*), should use the small letters (a, b, c) within the text and in the reference section. Never use indentations.

Examples of the most common citations are presented now:

### Periodical publishing

Ahmad, V. U. & M. S. Ali. 1991. Pinnatifinone, a new halogenated chamigrene from the red alga *Laurencia pinnatifida* (Lamour). *Scientia Pharmaceutica* 59 (2): 243-246.

Ahmad, V. U., M. S. Ali & S. Bano. 1990a. Marine natural products. XII: laurol, a new Metabolite from the red alga *Laurencia pinnatifida* (Lamour). *Scientia Pharmaceutica* 58 (2): 299-301.

Ahmad, V. U., S. Bano, W. Shaikh, S. Uddin, & M. Shameel. 1990b. Isolation and structure determination of 1,1,6,6-tetrachloro, 3,4-diphenyl hexane from brown alga *Dictyota dichotoma*. *Pakistan Journal of Scientific and Industrial Research* 33 (3): 428-430. (Please note that this citation and the one before, should be mentioned in the text as Ahmad *et al.* 1990a and Ahmad *et al.* 1990b).

Ahmad, V. U., M. S. Ali, S. Bano & M. Shameel. 1991. Pinnatifolide, a new metabolite from red alga *Laurencia pinnatifida* Lamour. *Pakistan Journal of Scientific and Industrial Research* 34 (1): 161-162. 4

### Books

Lind, O. T. 1985. *Handbook of common methods in limnology*. Ken-dall-Hunt Publishing Company, Dubuque. 199 p.

Eaton, A. D., L. S. Clesceri & A. E. Greenberg (Eds.). 1995. *Standard methods for the examination of water and wastewater*. 19th ed. American Public Health Association (APHA). Maryland. Varied folio.

### Book chapter

Litter, M. M. & D. S. Litter. 1998. Structure and role of algae in tropical reef communities. *In*: Lembi, C. A. & J. R. Waaland (Eds.). *Algae and human affairs*. Cambridge University Press, pp. 29-56.

Suárez-Morales, E. & M. Elías-Gutiérrez. 1992. Cladóceros (Crustacea: Branchiopoda) de la reserva de la biosfera de Sian Ka'an, Quintana Roo y zonas adyacentes. *In*: Navarro, D. y E. Suárez-Morales (Eds.). *Diversidad biológica en la reserva de la biosfera de Sian Ka'an, Quintana Roo. Vol. 2*. Centro de Investigaciones de Quintana Roo. Chetumal, pp. 145-161.

### Thesis

Ibáñez-Aguirre, A. L. 1995. Algunos aspectos de la dinámica de poblaciones de *Mugil cephalus* (Linneo, 1758) y *M. curema* (Valenciennes, 1836) (Pisces: Mugilidae) en la Laguna de Tamiahua, Veracruz. Tesis de Doctorado en Ciencias (Biología), Facultad de Ciencias, UNAM, México. 216 p.

### Others

CNA (Comisión Nacional del Agua). 2003. *Ley Federal de Derechos Normas Aplicables en materia de Aguas Nacionales y sus Bienes Públicos Inherentes 2003*. Diario Oficial de la Federación. México, D.F. Enero 2: 173-191.

Systematics Agenda 2000. 1994. *Systematics Agenda 2000: Charting the Biosphere*. Technical Report. New York. 34 p.

### Online citations

To online-only journals and books should include the author (or the responsible agency, i.e. FAO, FDA, WHO, etc.), title, website and date of access, followed by:

In Spanish, disponible en l'nea: [http://www.fao.org/fishery/culturedspecies/Litopenaeus\\_vannamei/en](http://www.fao.org/fishery/culturedspecies/Litopenaeus_vannamei/en) (consultado el 19 febrero 2010)

In English: available online at: [http://www.fao.org/fishery/culturedspecies/Litopenaeus\\_vannamei/en](http://www.fao.org/fishery/culturedspecies/Litopenaeus_vannamei/en) (downloaded February 19, 2010)

Examples:

FAO. 2004. El estado mundial de la pesca y la acuicultura 2004 (SOFIA). disponible en l'nea en: <http://www.fao.org/docrep/007/y5600e/y5600e00.htm> (consultado el 19 febrero 2010)

WHO. 2004. Vitamin and mineral requirements in human nutrition. 2nd ed. World Health Organization, Geneva. available online at: <http://whqlibdoc.who.int/publications/2004/9241546123.pdf> (downloaded February 19, 2010)

**Citations available in both printed and online sources** should be cited as follow: first with complete citation and then the website address, like in the following example:

SAGARPA-CONAPESCA. 2006. Anuario estadístico de acuicultura y pesca 2006. Secretaría de Agricultura, Ganadería y Desarrollo Rural, Pesca y Alimentación. Comisión Nacional de Pesca. Mazatlán. 219 p. Also available at: [http://www.conapesca.sagarpa.gob.mx/wb/cona/cona\\_anuario\\_estadistico\\_de\\_pesca](http://www.conapesca.sagarpa.gob.mx/wb/cona/cona_anuario_estadistico_de_pesca)

### Adding DOI to References

For books and periodical publications that have a DOI (Digital Object Identifier) cited in bibliographic references, place it at the end of the corresponding reference, as shown below:

Calor, A. 2009. Considerations About the Phylogeny of Trichoptera Kirby 1813: From the Analysis of the Data to the Hypotheses or the Scenarios for the Data. *Entomobrasilis* 2 (1): 01-10. DOI: 10.12741/entomobrasilis.v2i1.2

### Tabular material

Must be clearly set out with the number of columns in each table kept to a minimum and **vertically oriented** using double spacing **without tabs**, universe condensed or Arial 10 font. Tables, numbered consecutively with Arabic numerals, must be typed on separate sheets, leaving sufficient space around the copy for printer's instructions. Tables must have **concise headings at the top** that enable them to be comprehensible without reference to the main text. Please ensure that the data in columns are consistent in the number of significant figures. Footnotes should be kept to a minimum and indicated by asterisks and daggers (\*, †) at the bottom of the table with type 8. **Vertical and horizontal lines should be avoided.**

### Figures

Figures should be original, in the case that some of them had been previously published, the author is responsible for obtaining the corresponding permission and indicate the reference and corresponding citation of where they are taken. If the figure is changed, indicate this with the legend "Figure modified of (...).

Besides the figures included in the word file, each one should be **sent as high resolution separate files**. Number illustrations with Arabic numerals consecutively, in order of appearance in the text. Legends should be written in capital and small letters. **Maximum size** of a figure or group of them will be **17 cm length and 13 cm width** with a minimum of 8X8 cm. Numbers and letters incorporated in the figure must be 10 points at maximum and 8 at minimum. **Figures with scale must be accompanied with a graph scale.** Terms, symbols and abbreviations will be the same

as in the text. Suitable file types include Joint Photographic Experts Group (**JPEG**), Tagged Image File Format (**TIFF**) with a minimum resolution of 300 dpi. Example: Mapa. TIFF or Figure 1 Meave dinos.JPG

### Photographs

Keep it to a minimum and with good contrast. Number photographs with Arabic numerals consecutively, in order of appearance in the text. When using compositions leave a small space between each photo. Photographs should follow the same size instructions as figures. Photographs should be placed on separate files with good quality.

**The Journal will accept color figures and photographs only when its use is essential but there is a charge to authors to cover the additional production costs involved in color printing.**

### SUBMISSION FORMAT FOR SCIENTIFIC NOTES

The format of a Scientific Note is as follows: **TITLE**, (in Spanish and English) **AUTHORS**, **INSTITUTIONS ABSTRACT**, ( with key words in alphabetic order), **RESUMEN** (abstract in Spanish with palabras claves in alphabetic order), **ACKNOWLEDGEMENTS AND REFERENCES**. same format as a scientific paper, except that **this should not have separate sections in the body of the note**. The minimum and maximum total manuscript length is 5-7 letter size, double spaced pages. It is recommended to include no more than one table or figure.

### SUBMISSION FORMAT FOR REVIEW PAPER

The same format of original manuscripts should be followed with at least **INTRODUCTION, DISCUSSION AND REFERENCES**, including those headings and subheadings that authors consider pertinent.

**Reception and final acceptance of review papers will be decided by the Editorial Board.**

Publishing in *Hidrobiológica* implies the acceptance of all the author(s) in transferring copyright in the article to the editorial house of *Hidrobiológica Journal*, Universidad Autónoma Metropolitana, Unidad Iztapalapa.

### SUBMISSION FORMAT FOR TAXONOMIC MONOGRAPHS

This type of works can have the same format as that of a scientific paper, in the results section it should include the description of the species. The length of this type of paper can occupy up to 273 of a volume (60 double spaced Word pages).

### Copy rights

Final acceptance of a manuscript for publication implies **the cession of all rights to the editorial house of *Hidrobiológica*, *Universidad Autónoma Metropolitana Iztapalapa*.**

### Proofs

Author's proofs will be emailed to the corresponding author. Proofs must be corrected and returned to the Associated Editor **within 72 hours of receipt**; failure to do this will result in publication without corrections.

### Postal address

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