

# INSTRUCTIONS FOR AUTHORS

**HIDROBIOLÓGICA** is a peer-reviewed research journal published every four months by the Departamento de Hidrobiología de la División de Ciencias Biológicas y de la Salud, Universidad Autónoma Metropolitana Iztapalapa (UAM-I). The journal publishes original papers related to aquatic environments. Data previously published in works with ISSN or ISBN (proceedings, extensive abstracts, books, etc.) will not be accepted. Contributions can 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**. Periodically, the Editorial Board decides to publish special issues on specific topics or themes. Preliminary or unfinished works will not be accepted. Similarly, research presented in serial parts or small contributions are not accepted.

Various associate editors participate with the Journal to cover a wide variety of topics within the following four general areas:

- 1 Morphology, Systematics, and Phylogenics
- 2 Environment
- 3 Aquatic Resources Management
- 4 Ecology

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

- 1) Originality and scientific rigor
- 2) Advances in knowledge of the different areas of hydrobiology
- 3) Coherence, continuity, and consistency of 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 that appropriate changes can be made.

All manuscripts received by the Editors will be immediately acknowledged. Correspondence during the editorial process will be directed to the first author unless otherwise indicated in the manuscript.

Once manuscripts have been reviewed and found to comply fully with the editorial instructions, they will be included in the *Hidrobiológica* Open Journal System to begin the evaluation process.

**Publishing in *HIDROBIOLÓGICA* has a recovery cost of \$500 Mexican pesos per page in black and white (27 USD, approximately) and \$1000 Mexican pesos per page in color (54 USD, approximately).**

## ORIGINAL PAPERS

Several types of papers can be submitted:

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

**Contributions should be submitted through the portal Open Journal System (OJS) of *HIDROBIOLÓGICA*, also sending a notice to:**

*Hidrobiológica*: reh@xanum.uam.mx

Assistant editor: enlacerevistahidrobiologica@gmail.com

Editor-in-chief: mem@xanum.uam.mx

## AUTHOR GUIDELINES

Authors must adjust the structure of their paper to the type of manuscript being submitted.

Text files (manuscript, figure legends, tables) must be presented in Word format, while figures (photographs, maps, compositions) should be in good-quality **JPG** or **TIFF** format, equal or higher than 300 dpi.

## SUBMISSION FORMAT FOR A SCIENTIFIC PAPER

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

Texts will have **3 cm margins on each side**. Manuscripts written in Word or RTF word processors **should not be justified**, but rather aligned to the left with **no space between paragraphs**. The final version of accepted manuscripts must be accompanied by relevant electronic updates.

## Title

The title should be concise, no longer than 20 words, and indicative of the nature of the paper. It must be written in English and Spanish in capital and lower-case letters. A short title of up to six words should also be provided in the same language as the rest of the manuscript. Both titles must be submitted on a separate sheet that includes 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 corresponding author.

For 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)

For 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 a one-paragraph abstract in English and a one-paragraph "resumen" in Spanish, each with a **maximum length of 250 words**. Both must be submitted on a separate sheet. **Background., Goals., Methods., Results., Conclusions.**

### Keywords

Appropriate **keywords** (4-5) should be provided in English and Spanish in alphabetical 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 **MATERIALS AND METHODS** used should be stated clearly in sufficient detail to permit others to repeat the research, if so desired. **RESULTS** should be presented concisely, with tables or illustrations for clarity. **DISCUSSION** should cover the significance of the findings without repetition of material in the Introduction and Results sections. This section must contain the conclusions of the work, **ACKNOWLEDGEMENTS**, and **REFERENCES**. It is very important that references be checked carefully. Subheadings should be avoided but if necessary they must be in bold and continuously written within the paragraph.

**Pages should be numbered** consecutively with Arabic numerals. **Please number all lines in the manuscript consecutively** in order to facilitate the review process by allowing reviewers to pinpoint specific references more easily.

The decimal metric system should be used for symbols and units.

Latin names of **biological species should be written in italics**. The first mention of a species in the text 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 ampersand (&) symbol, whereas three or more authors should include *et al.* (in italics).

### New taxa

Description should follow the international code of nomenclature.

## References

References should adhere to the following guidelines:

- In alphabetical order by the first author's last name.
- Citations of works by the same author in chronological order, then those published by two authors in the same order (alphabetically by the second author's last name and chronologically in case of coincidence).
- References in the text with **et al.** should be ordered chronologically.

**Authors' names should be written in capital and lower-case letters**, not in capital letters exclusively. Initials of the first author will follow the last name. For additional authors, initials will precede the last name. In the case of two or more initials these should be separated by a period and a space. **Journal titles should not be abbreviated. Book and journal 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 below:

### Periodical publishing

Ahmad, V. U. & M. S. Ali. 1991. Pinnatifinone, a new halogenated chami-grene 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: lauroil, 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. CDMX, 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. CDMX, México. Enero 2: 173-191.

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

### Online citations

References 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 línea: [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). Available on line at: <http://www.fao.org/docrep/007/y5600e/y5600e00.htm> (downloaded february 19, 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 follows:** First with a complete citation and then the website address, as 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)

### Addition of DOI to References

The references of books and articles that have DOI (digital object identifier), it must be added at the end, as shown below:

Calor, A. 2009. Considerações About da Filogenia de Trichoptera Kirby 1813: da Análise dos Dados for Hipóteses ace or dos Cenários for Dados. *Entomobrasilis* 2 (1): 01-10. DOI:10.12741 / ebrasilis.v2i1.24

### Tabular material

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 comprehension 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 originals. If you intend to use previously published figures, you must obtain written permission and indicate the reference and citation of their original appearance. If the figure was changed, indicate this with the legend "Figure modified by (...).

In addition to the figures included in the Word file, each one should be **sent as a separate high-resolution file**. Number illustrations with Arabic numerals consecutively, in order of appearance in the text. Legends should be written in capital and lower-case letters. **Maximum size** of a figure or group of figures will be **17 cm length and 13 cm width** with a minimum size of 8X8 cm. Numbers and letters in the figure must be 10 points maximum and 8 points 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: Figure\_1\_Meave\_dinos.jpg**

### Photographs

Keep photographs to a minimum. They should be of good quality and well contrasted. 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 in separate files.

**The Journal will accept color figures and photographs only when essential to the paper. Authors must cover the additional production costs of 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 keywords in alphabetic order), **RESUMEN** (abstract in Spanish with keywords (“palabras clave”) in alphabetic order), **ACKNOWLEDGEMENTS**, and **REFERENCES**. The same format as a scientific paper should apply, but without **separate sections in the body of the note**. The minimum and maximum total manuscript length is 5-7 letter-sized, double-spaced pages. Please refrain from including more than one table or figure.

### SUBMISSION FORMAT FOR A REVIEW PAPER

Review papers will have the same format as original manuscripts with at least the **INTRODUCTION, DISCUSSION**, and **REFERENCES** headings, and any 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 that all authors agree to transfer the article's copyright to the Editorial Board of Hidrobiológica Journal, Universidad Autónoma Metropolitana, Unidad Iztapalapa.

Monographs should have the same format as a scientific paper. The results section should include a description of the species. The length of a monograph can be up to two-thirds of a volume (60 double spaced Word pages).

### Copyright

Final acceptance of a manuscript for publication implies **the transfer of all rights to the Editorial Board 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 Associate Editor **within 72 hours after receipt**; failure to do so will result in publication without corrections.

### Postal address

Departamento de Hidrobiología, DCBS, Universidad Autónoma Metropolitana, Unidad Iztapalapa, Av. San Rafael Atlixco No. 186. Col. Vicentina, Iztapalapa, 09340, Apartado Postal 55-535, Ciudad de México, México. Edificio AS, cubicle 305.

Telephone: +52 55-5804 4600, Ext. 3053.