

INSTRUCTIONS FOR AUTHORS

JOURNAL ARCHIVOS DE MEDICINA VETERINARIA

Founded in 1969 ISSN 0301-732x

Journal indexed by the following international scientific repertoires: Current Contents Agriculture, Biology and Environmental Sciences (CC/AB and ES), Commonwealth Agricultural Bureaux, International (C.A.B.I.), Dairy Science Abstracts, Veterinary Bulletin, Animal Breeding Abstracts; Helminthological Abstracts S.A., Biological Abstracts; Agrindex, Periodica, Focus on: Veterinary Sciences and Medicine.

Archivos de Medicina Veterinaria publishes, in Spanish or English, original scientific contributions such as scientific articles, reviews and short communications which can include clinical observations, descriptions of methods or techniques and advances in all aspects of veterinary science and animal welfare.

SUBMISSION OF MANUSCRIPTS

Manuscripts should be submitted to the Editor and must include:

- Three paper copies of the manuscript, including all tables and figures.
- An electronic version of the text, tables (preferably in MS Word format) and figures (in Excel format, JPG or TIFF, with 300 dpi), on a CD, labeled with the first author's surname and the beginning of the article's title.
- The manuscripts must be original, and may not be considered for publication in another journal.
- Manuscripts that do not conform to editorial requirements will be returned without review.
- The editor may require a copy of the appropriate Bioethical Committee Certification for manuscripts describing studies involving animals or humans.
- Authors must include a letter declaring authorship, signed by all authors.
- A covering letter to the Editor must be included requesting publication of the work, and naming the corresponding author who will also revise the proof of the article, should it be accepted for publication.
- The intellectual property of the work will be retained by the authors.
- Referees of *Archivos de Medicina Veterinaria* will aid the Editorial Committee to determine whether the manuscript fulfills publication requirements. The authors may suggest possible referees. All articles submitted for publication will be assessed by two referees. The referees will be selected by the Editorial Committee, and may or may not include those nominated by the authors. In the case of a disagreement between the referee's reports, a third referee will aid the Editorial Committee to reach a decision. Referees are obliged to keep all information from the articles confidential, including unpublished information.
- Previous to the publication of accepted articles, the publication charge must be paid, the amount of which can be found at www.medicinaveterinaria.cl.

PREPARATION AND FORM OF MANUSCRIPTS

Types of articles:

Review articles: provide expert summaries of current knowledge in a particular field of veterinary science, and do not necessarily have a set format. Authors should consult with the Editor before initiating a review. The Editorial Committee may solicit an expert to prepare a review, which will also be refereed and edited. Reviews must not exceed 30 pages in length, including tables, figures and references.

Scientific articles: report new advances in veterinary science based on original research. The format must include summary, introduction, material and methods, results, discussion, resúmen, acknowledgements (when pertinent) and references. The maximum length of the manuscript is 20 pages, including tables, figures and references.

Short communications: briefly inform of an advance, experimental result, clinical observations or new methodology, with the following format: summary, introduction, material and methods, results and discussion (combined), resúmen, acknowledgements (when pertinent) and references. The maximum length of the manuscript is 12 pages, including tables, figures and references.

JOURNAL STYLE AND LAYOUT

General presentation: The journal publishes articles in English or Spanish. Manuscripts must be written using 12 point Times New Roman font with one and a half-line spacing, on one side only of letter paper (21.5 x 27.9 cm) using 2 cm margins on all sides. Pages must be numbered consecutively in the top right corner, and lines must be numbered on the left, starting with number one, on all pages.

Headings must be in upper case, left-justified on a separate line with no full stop following, eg. MATERIAL AND METHODS. Only the first letter of sub-headings is capitalized. Primary sub-headings (eg. Experimental design) should be left-justified; secondary sub-headings are left-justified and italicized. Do not use underlining and do not number sub-headings or itemized lists.

In the text, numbers must be written in numerals. When a sentence begins with a number or when necessary for clarity, this should be written in words. A decimal point must be preceded by a number (eg. 0.5 not .5) and a point is used to denote the decimal in English and a comma in Spanish. All measurements should be reported in SI units unless it is normal practice in a discipline to use derivatives (eg. the Curie international unit). Dates must be formatted as 07 September, 1954 in the text, but

they may be abbreviated in tables and figures. Use the 24-hour clock for times of day (e. g. 13:00 h).

Chemical nomenclature must be expressed using the Biochemical Society Standards (Biochem J 209, 1-27, 1983), generic names (in lower caps) must be used for medications. If brands and sources of medications need to be included, this should be included as a foot-note. Enzymes must be identified at first mention, in accordance with the Enzyme Commission of the International Union of Biochemistry.

Latin terminology and abbreviations commonly used in scientific literature, such as *in vitro*, *in vivo*, *ad libitum* must be italicized. Probability values must be presented as $P < 0.05$ or $P < 0.01$. Standard deviation, standard error of the mean and confidence intervals are abbreviated as follows: SD, SEM and CI, respectively.

Title

Titles should be short, specific and informative. The title is centred in bold, starting at line 10 without using trade names or abbreviations. Only the first letter is capitalised. The superscript symbol # should be used to indicate the source of funding, with details given as a footnote, if appropriate.

Author's names and addresses

Author's names are written underneath the title, separated by a space. Use initials (without stops) and surnames only, separated by comas, as in the example: CT Westwood, E Bramley, IJ Lean. Superscript letters should be used after each author's name to identify the section, department, service or institute of the author where the work was conducted. The corresponding author is indicated using the superscript letter followed by an asterisk, with the full contact details, including fax number and email address indicated in the footnote.

Footnotes

These are used to define abbreviations used in table titles, commercial brands, the name and address of companies. They must be indicated with numbers.

Resumen

The second page must contain a summary in Spanish (Resumen), of no more than 250 words, that describes the objectives of the study or research, the material and methods used, the principal results and the most important conclusions. Non-standard abbreviations must not be used. On a separate line, left-justified and separated by a space, up to four palabras clave (*key words*) should be identified.

Introduction

The subheading "Introduction" is written on the third page on line 1. In the following line, indented by 5 spaces, the context of the study is briefly presented without an extensive revision of the theme, and only citing the most relevant references. When appropriate, the hypothesis and objectives of the study must be clearly and concisely presented. The one and a half-line spacing between paragraphs must be kept.

Material and methods

Separated by one space from the previous section, this section should contain sufficient detail to allow others to repeat the study. When the first reference in the text is made to medications or chemicals, the generic name, dose and route of administration

should be indicated. For specialized equipment, the brand, model and manufacturer's name must be indicated.

Details of all statistical methods used must be given at the end of this section under the sub-heading "Statistical analysis" and should include adequate detail to allow readers to determine precisely how data have been analysed and the units that are used to express the results (mathematical mean, standard deviation, standard error of the mean, medians, ranges or confidence limits, etc.). The use of parametric (Chi-square, student's T-test, ANOVA, etc.) or non-parametric (Wilcoxon, Kruskal-Wallis etc.) analyses must be indicated. The name, version and sources of computational statistical analysis programs must be identified, eg. SPSS version 9.0 for Windows (SPSS Inc, Chicago IL, USA).

Results

Separated by one space from the previous section, this section should contain a concise and logical description of the results obtained without discussion or reference to other work. The minimum number of tables and figures should be included to present the pertinent data without repetition, and data presented in tables and figures should not be repeated in the text.

Discussion

This section, separated by one space from the previous section, should evaluate and interpret the results and relate these to other relevant results. The results should not be repeated and new results must not be presented in this section. Care should be taken to ensure that the discussion is developed in a logical and concise manner, and conclusions are reached, as well as a discussion of their relevance. Conclusions that are not directly supported by the data of the study or other unpublished studies should not be presented.

Summary

The summary is written in English, and must be presented on a separate page. The summary should contain the same elements as the "Resumen". On a separate line, following the summary, left-justified in small caps and separated by a space, up to four *key words* should be identified.

Acknowledgements

This section should be brief, and should only include people or institutions that have made a direct contribution, provided necessary material or have provided the facilities for the study's development.

References

The accuracy of the reference section is the responsibility of the authors and references must be verified against the original article. Please ensure that all articles cited in the text are included in the reference list and vice versa. In the text, citations should be listed in parentheses in chronological order, citing authors' names, and using *et al* after the first author's name where there are more than two (e.g. Pérez 1994, Castro and Martínez 1996, Cifuentes *et al* 2002).

The reference list must be ordered alphabetically according to the first author's name, and all authors' names and initials must be included. When no author is given, use the term "Anonymous" in both text and reference list. References with the same author, single or with coauthors, should be listed in chronological order. The letters a, b, c, etc. should be appended as a superscript when more than one work is cited from the

same author within the same year. Authors names should appear with the initials and first letter of the surname in upper caps and the remainder of the surname in lower caps, with no dots between initials. Journal titles and names of books should be in italics using standard abbreviations. Use the following examples as a guide:

For journal articles:

- Matamoros R, C Gómez, M Andaur. 2002. Hormonas de utilidad diagnóstica en medicina veterinaria. *Arch Med Vet* 34, 167-182.
- Severino G, M del Zompo. 2004. Adverse drug reactions: role of pharmacogenomics. *Pharmacol Res* 49, 363-373.

For chapters in books or occasional publications:

- Horneck DA, RO Miller. 1998. Determination of total nitrogen in plant tissue. In: Kalra YP (ed). *Handbook of Reference Methods for Plant Analysis*. 2nd ed. CRC Press, Washington DC, USA, Pp 75-83.
- Flórez J. 1992. Fármacos analgésicos opiáceos. En: Flórez J (ed). *Farmacología Humana*. 2^a ed. Masson-Salvat, Barcelona, España, Pp 25-28.
- WHO, World Health Organization. 1972. International Drug Monitoring: The role of national centres. *Tech Rep Ser WHO N° 48*.
- SAG, Servicio Agrícola y Ganadero, Chile. 1996. Resolución Exenta N° 3599 del 29 de noviembre de 2006..
- Weinstein L, MN Swartz. 1974. Pathogenic properties of invading microorganisms. In: Sodeman WA Jr, Sodeman WA (eds). *Pathogenic physiology: Mechanism of Disease*. WB Saunders, Philadelphia, USA, Pp 457-472.

For articles and proceedings published in regular series:

- Contreras PA, V Ruiz, F Wittwer, H Böhmwald. 1998. Valores sanguíneos de triyodotironina (T₃) y tiroxina (T₄) en vacas lecheras del sur de Chile. *Resúmenes del X Congreso Chileno de Medicina Veterinaria*, Valdivia, Chile, Pp 135-136.

For dissertations:

- Matthei SM. 2002. Determinación de la presencia del receptor del factor activante plaquetario en membranas de neutrófilos de bovino. *Memoria de título*, Escuela de Medicina Veterinaria, Universidad Austral de Chile, Chile.

For Theses:

- Vilanova LT. 2002. Presencia y funcionamiento del receptor GM-CSF en espermatozoides bovinos y su relación con la motilidad espermática. *Tesis Doctoral*, Facultad de Ciencias Veterinarias, Universidad Austral de Chile, Chile.

Minimise the citation of abstracts as references. Authors are specifically discouraged from citing "unpublished data" or "personal communication", unless this information exists in written form, in which case the text should be referred to, but this should not appear in the list of references. References to papers which have been accepted but not published should be cited as "in press", whereas manuscripts which have been submitted for publication but not accepted should be referred to as "unpublished data".

Web pages should not be included as references. If so required, web page addresses should be written as footnotes, including date of consultation.

COMPLEMENTARY INSTRUCTIONS

Tables

The titles to tables and figures must be presented in both Spanish and English.

The number of tables should be kept to a minimum and presented on separate pages with their respective titles in English and Spanish at the top. Information in tables must not be repeated in the text. Tables must be numbered consecutively with Arabic numbers in the order in which they are referred to in the text. The brief title to the table should indicate the contents of the table and should be understandable without reference to the text. Each column of each table must have a short or abbreviated heading. Only column headings and general titles should be separated with horizontal lines. Data columns should be separated by spaces and not vertical lines. When additional explanatory information is required, this should appear at the foot of the table. Explanatory information for non-standard abbreviations and units should appear within parentheses. If superscripts are used to indicate significant differences between values, use a, b, c. Minimise the number of digits in each column. Indicate a zero value as 0. Table widths should not exceed 80 mm for one column or 170 mm for two columns.

Figures

Figures should be submitted on separate pages, with their respective titles in English and Spanish at the bottom and numbered consecutively using Arabic numerals in the order they are referred to in the text. Eg. Figure 1, not Fig. 1. Figures include all illustrations that are not Tables, eg. graphs, radiographies, ecographies, electrocardiograms, photographs, etc. Figures must be vertically oriented and be accompanied by a short descriptive caption that contains an explanation for all markers, lines and symbols used but no abbreviations. If the figure contains sections, these should be labelled as a, b, c, etc. in the top right corner and must be described in the caption.

The reverse of photographs must be marked using graphite pencil with the number of the figure, the first author and an arrow showing the orientation of the photograph. Symbols, arrows or letters used should be of an adequate size and contrast to be easily visible. Photographs should be submitted in a protective, adequately sized envelope. Figures may be one or two column-widths (80 or 170 mm, respectively). The cost of printing coloured figures must be met by the authors.

The authorship of non-original figures must be acknowledged, and when appropriate, authorization to reproduce these figures must be provided.

Proofs

A proof will be sent to the corresponding author for proof-reading, and must be returned within the specified time. Otherwise the Editor reserves the right to carefully proof-read the article but without assuming responsibility for errors, to continue with the publication process.

The final decision regarding acceptance of the manuscript will be taken when the Editorial Committee accepts the manuscript following correction according to the referees' comments. Alterations to the proof that do not correspond to minor errors will not be accepted. Neither the Editor nor the Publisher accept any responsibility for printed errors which were not noted by the authors at the time of proof-reading the proof.