

**CHECKLIST BEFORE SUBMITTING A RESEARCH MANUSCRIPT***(To be used before submitting a manuscript)*

Mark with an "X" once you have verified that your work complies with each statement. If the statement is not met in your manuscript, make the necessary modifications and proceed to the next statement. If a statement does not apply, mark "NA" (not applicable).

ADDITIONAL TO THE MANUSCRIPT		
COVER LETTER*		
1	Specifies the originality and novelty of the work, the journal section to which it is directed, and, if applicable, informed consent for experimentation.	
2	Attachment: Signed by the author(s), assuming responsibility for authorship and transferring copyright to the editor.	
MANUSCRIPT TITLE PAGE*		
3	Title: In Spanish and English, with an average of 15 words. It should not contain abbreviations.	
4	Authors: Maximum of five authors in order of priority. Include full names, institutional affiliation (department, faculty, university), city, country, and ORCID.	
5	Corresponding author: Indicate with an asterisk (*) the corresponding author and provide their email address.	
6	Author contributions: Specify the contribution of each author in: Conceptualization, Data curation, Formal analysis, Funding acquisition, Investigation, Methodology, Project administration, Resources, Software, Supervision, Validation, Visualization, Writing - original draft, Writing - review & editing.	
ARTICLE TEXT		
7	The manuscript is uploaded to the platform in Word format, without author identification or metadata in the file properties.	
GUIDELINES BY SECTIONS		
8	Letters to the editor Structure: Title, introduction, content (main body), conclusions, and references. <ul style="list-style-type: none">The article should not exceed 1000 words.Include up to 1 item between tables and figures, and a minimum of 5 bibliographic references.	
9	Original article: Structure: Abstract, keywords, introduction, materials and methods, results, discussion, and bibliographic references. <ul style="list-style-type: none">The abstract should not exceed 250 words, and the article should have a maximum of 5000 words.Include up to 6 items between tables and figures, and a minimum of 25 bibliographic references.	
10	Short article: Structure: Unstructured abstract, keywords, introduction, materials and methods, results, discussion, and bibliographic references. <ul style="list-style-type: none">The abstract should not exceed 150 words, and the article should have a maximum of 3000 words.Include up to 4 items between tables and figures, and a minimum of 15 bibliographic references.	
11	Case report: Structure: Abstract, keywords, introduction, materials and methods, results, discussion, and bibliographic references. <ul style="list-style-type: none">The abstract should not exceed 150 words, and the article should have a maximum of 3000 words.Include up to 5 items between tables and figures, and a minimum of 15 bibliographic references.	
12	Review article: Structure: Abstract, keywords, introduction, materials and methods, results, discussion, conclusions, and bibliographic references. <ul style="list-style-type: none">The abstract should not exceed 250 words, and the article should have a maximum of 6000 words.Include up to 5 items between tables and figures, and a minimum of 60 bibliographic references.	
ORIGINAL ARTICLE MANUSCRIPT		
13	Title: In Spanish and English, with an average of 15 words. It should not contain abbreviations.	
ABSTRACT		
14	Written in the past tense, with a maximum of 250 words.	
15	Must include: introduction, materials, methods, results, and conclusions (IMMRC). Acronyms, abbreviations, and references are not allowed.	
16	Keywords: Maximum of 5, preferably not extracted from the title (must be in the UNESCO thesaurus).	
17	English texts (title, abstract, and keywords) must be written or reviewed by a professional translator. Machine translations are not accepted.	
INTRODUCTION		
18	Present the problem, opportunity, and justification for the study.	
19	Explain the importance and objectives of the manuscript.	
20	Must be supported by citations from relevant literature (included in WoS, Scopus, or SciELO).	



21	In-text citations must strictly follow APA (7th edition) guidelines.	
22	If using endnotes, they must be descriptive and not integrated into the general citation system. Footnotes are not accepted.	
METHODS AND MATERIALS		
23	Describe the approach, population, sample size, sampling type, instruments, techniques, and statistical analysis.	
24	** Environment: Detail collection procedures, scientific/drug and chemical names (with generic names), doses, and administration routes, along with the corresponding literature.	
25	** Humans or animals: Comply with international ethical standards (institutional ethics committee approval and informed consent documentation).	
RESULTS		
26	Present the results according to the study objectives, using clear titles and subtitles.	
27	Use tables, figures, and graphs when necessary to complement the text, ensuring they are self-explanatory, correctly numbered, and cited in the body of the text.	
DISCUSSION		
27	Explain how the findings contribute to the advancement of scientific knowledge and highlight their practical, methodological, or theoretical implications.	
28	Compare the results with similar studies, identifying coincidences, discrepancies, or novel contributions.	
29	Avoid repeating the results and maintain a focus on their analysis, interpretation, and scientific relevance.	
CITATIONS AND REFERENCES		
30	At least 65% of the references must be from the last 5 years.	
31	The use of reference managers such as Mendeley, Zotero, or EndNote is recommended.	
32	Shorten all web addresses in references using https://bitly.com .	
TABLES AND FIGURES		
33	Consecutive numbering.	
34	Photos: JPG or TIFF format, with a resolution of 300 dpi.	
35	Diagrams and maps: PDF, SDR, AI, or XLS formats.	
36	Tables: Dimensions of 12 x 18 cm, with table headers and/or figure captions.	
37	Include all graphics in editable formats (modifiable) and a copy in PNG.	
38	For experimental designs, attach original and processed data in Excel. Each table or figure must be submitted in a separate file (Table 1, Table 2, Figure 1, etc.), without passwords that prevent editing.	
39	Figures should not be embedded in the text; they should move with the content if it is modified.	
40	Avoid using colored backgrounds in table cells.	
41	It is not necessary to include the phrase "Source: own elaboration" in figures or tables.	
FORMAL ASPECTS		
42	Avoid using foreign words when there is an equivalent in Spanish.	
43	Review the text to eliminate spelling, punctuation, structure, and writing errors.	
44	Avoid consecutive section and subsection titles without intermediate text.	
45	Strictly adhere to the norms for the use of bold, uppercase, italics, and underlining.	
46	Use font size 10, single spacing (1), and no tabs.	
47	Remove all double spaces.	
48	Disable automatic numbering of headings and number them manually.	
49	The work must be reviewed by an external reviewer to ensure grammar and style.	
50	Number all lines of the article.	
51	Present the text in a single column.	

* Sent in a separate Word file.

** Considered if applicable.