

# Indications to the authors

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“Salud UIS” is the scientific journal of the Health Faculty at “Universidad Industrial de Santander” Its mission is to disseminate quarterly at local, national and international level, intellectual and literary production of research results in the area of health and related sciences. The audiences of this journal is conformed by health professionals: physiotherapists, bacteriologists, nurses, medics, nutritionists, dentists, veterinaries, health administrators, psychologists, basic and applied sciences researchers and others.

## 1. ABOUT THE PAPERS

Papers must be unpublished and only submitted to Salud UIS, who reserves partial and total programming, printing and reproduction rights of any material. If the author wishes to publish what has already appeared in Salud UIS he/she must obtain written authorization from the editor. The views of the authors are their own and do not represent the criteria the Journal Salud UIS, or the UIS. The manuscript must be accompanied by a letter which grants permission to reproduce text, figures or any other material protected by copy right laws. Clinical Cases must also include authorization from the Academic Unit or Institution where the work was performed and Informed Consent.

### 1.1 Papers Categories

Papers may be submitted in Spanish, English or Portuguese must have 15 – 25 pages including references, tables and figures. It must contain between 10 and 40 references, in any of the following categories:

#### **Investigation and Innovation article:**

Documents that shows original and unpublished production, as a result of investigation, reflection, or revision processes. In any case will be accepted as “Investigation and Innovation articles” contributions as publications non derivate of investigation, abstracts, congress documents, letters to the editor, books review, bibliographic, institutional bulletins, editorial notes, necrologies, news or articles translation that are already published in any other media, opinion columns and similars. (It applies even in cases in which the types of contributions mentioned above, have been subjected to peer review.

#### **Reflexion article:**

presents results of a research from the authors’ analytical interpretative or critic point of view on a specific subject and with original sources.

#### **Review article:**

Document produced by the analysis, systematization and integration of the results of the research published or unpublished on a field of science or technology, with the objective of accounting for the advances and tendencies of development. It is recognized by a careful bibliographic revision of at least 50 sources.

#### **Short article:**

Fast divulgation of preliminary or partial results of an original research in subjects of interest to the scientific community. These must be accompanied by an unstructured abstract with no more than 150 words, or 10 pages, and a maximum of 15 references.

#### **Case report:**

Examples of cases of diseases that present a particularity or point a special finding with a brief and pertinent review of the available literature.

#### **Subject revision:**

This is the product of the critic revision of the available literature on a particular subject. It must include abstract, introduction to the subject, and posterior subdivision of the reviewed subjects. We advise the use of tables, schemes, and figures. A maximum 25 pages including references, tables and figures is allowed.

#### **Letters to the editor:**

Critic or analytic positions on the documents published in Salud UIS, which at discretion of the Editorial Committee constitute an important contribution to the health sciences development. Maximum 10 pages.

#### **Essay:**

Literary, philosophical or scientific text which presents the opinion of the author on a specific subject.

#### **Bibliographic review:**

Outlines persons or developments and their contribution towards the development of the health sciences. Maximum 10 pages.

#### **Technical note:**

Describes in detail an innovatory laboratory technique or modification of such, emphasizing the advantages this development/modification allows.

### 1.2 Preparation of papers

General: If is possible, authors are recommended to check a recent edition of the journal to review the styling. The entire text (including references, tables, figures, etc.) will be numbered and elaborated in size letter, one face, blank ink, and font Times New Roman 12 p, line spacing of 1.5 and 3cms margins, (additional information for text preparation can be found on Comité Internacional de Editores de Revistas Médicas (ICMJE) on <http://www.icmje.org/> and on [http://journal.paho.org/index.php?c\\_ID=112](http://journal.paho.org/index.php?c_ID=112)).

#### **Document organization:**

The main page, abstract and key words in Spanish, abstract and key words in English, text, acknowledgement, ethical considerations, conflict of interest, references, tables and legends, figures and legends, illustrations, abbreviations and

units of measurement. Each component is started on a new page.

### **1.2.1 First page**

It includes title and authors' name. The title will be in Spanish and English; will describe clearly the article contents, without abbreviations. A maximum of 15 words is allowed.

The authors must be listed in the order they will appear in the published version. Full name, higher academic degree, professional title, institution, address, telephone number, fax number, and email must be provided. Details of the principal author will be stated as correspondence contact and (s)he will be responsible for the corrections, printing tests revision, etc. It must also include category of the text, name of at least 3 possible evaluators (institution and e-mail address), and a note on the help provided by persons and public or private institution.

### **1.2.2 Abstract and keywords in english and spanish**

The abstract must be structured and should not exceed 250 words (150 words for revision articles and short articles). It must include introduction and objectives of the study, methodology, results and conclusions. It should not use references or abbreviations. Key Words must be written at the end of each abstract and must be between 3 and 7 words. (see "Descriptores en Ciencias de la Salud" (DeCS) on <http://decs.bvs.br/E/homepagee.htm> for Spanish and "Medical Subject Headings (MeSH) in the index Medicus on <http://www.nlm.nih.gov/mesh/meshhome.htm> for english version).

### **1.2.3 Text**

The text of the articles must be complete and subdivided in the format IMRYD: introduction, methodology, results and discussion. Subject revision should be divided in introduction, methodology used, subject to be analysed, conclusions. For case report, the sequence should be: introduction, presentation of the case and discussion. For short communications divisions in format IMRYD need not to be used but the sequence on the text will be maintained.

Besides, in the introduction state the purpose of the study and give a brief summary (not a review) of relevant previous works and new achievements during the investigation (not include results or conclusions). The methodology will be given a clear and brief and analysis methodologies used to allow the study to be repeated by others. Standard techniques need only be referenced. The results are presented in logical order and include a concise description of the new information discovered, with the least amount of personal judgment. The data in tables or illustrations will not be repeated in the text.

Finally, the discussion must emphasize the significance of the new information and its relation with the existent knowledge, and with the conclusions and projections in future investigations. Only unavoidable bibliographic notes must be included. Conclusions must be related with the objectives of the study, avoiding declarations and conclusions not supported by the results.

### **1.2.4 Acknowledges**

They must be brief and concrete, including only those strictly necessary. Written consent of the persons credited in this section must be provided. Credits should also be provided for financing agencies and participating institutions.

### **1.2.5 Ethic considerations**

For studies of human and experimentation animals, authors must be able to prove that all work has been done with the authorization of the ethic committees of the respective institutions.

### **1.2.6 Interest conflict**

There is interest conflict when the judgement of the scientist relevant to the primary interest and the integrity of the investigation is said to be influenced or possible influences by secondary interests, either by familiar or emotional links, political or national preference, economical interests or any other relationship. It is important that authors provide details of any known conflict of interest in their work.

### **1.2.7 References**

Should be numbered in super index in the text according with the sequence in which it appears in the text, using Arabic numbers without parenthesis. There should be only citation when a quote appears in the text. Non published articles must not be quoted unless they have already been accepted for publication, using the word "en prensa". These references should follow the Vancouver rules as described below:

#### **1.2.7.1 Papers**

It must include first surname and initials of both forename and middle name of each one of the authors, full title, abbreviated title of the journal, publication year, volume and first and last page. Abbreviation of the names of the magazines must follow rules laid by the Medicus Index and/or Biological Abstracts. It must only include the names of six authors, should there be more than 6 authors please use the abbreviation "et al" after the sixth name. i.e: López NA, Naranjo JA, Cruz JA. The presentation and use of height and weight. *N Engl J Med* 1996; 21: 235-46

#### **1.2.7.2 Books**

It must include the first surname and initials of the names of each one of the authors or editors, title of the book, edition number, place, editorial company, date and pages when necessary. i.e: Jiménez SA. Interpretación clínica del electrocardiograma. 3ra edición. Bucaramanga: Publicaciones UIS, 1995: p. 87

#### **Book chapters**

Núñez CJ, Bernal LA. Nutritional assessment. In: Hendricks KM, Walker WA, eds. *Manual of pediatric nutrition*. 2nd edition. Santafé de Bogotá: Academic Press, 1993. p. 1-58.

Data that are found in the tables or figures won't be repeated in the text. Finally the discussions will emphasize in the significance of the new information and it's relation with the exiting knowledges, conclusions and proyections in future researches should connect the conclusions with the objective of

the study according to declarations and conclusions not supported by the results.

### **1.2.7.3 Internet published papers**

Any internet quote must have the structure: Author (if there is) protocol, site, space and resource, i.e. [http://www.uis.edu.co/revista\\_salud/salud.html](http://www.uis.edu.co/revista_salud/salud.html). Date of request.

### **1.2.8 Tables and figures**

Tables must be quoted in the text with Arabic numbers in the order they appear, they must be drawn in tools as those provided by Excel. They must be presented in a separate sheet at the end of the document, identified with the same number, and must not contain vertical lines and should be in tones of gray. They must have a short title, must be self-explanatory and not duplicated in the text. The abbreviations used in the headings should be explained in a foot note and identified with lower case in super index (a, b, c). Should a given table occupy more than one page, it must be continued in individual separated pages keeping the same page size.

Figures, pictures and graphics must be of high resolution, and will be quoted in the text in the order they appear. They must be black and white, print in picture type paper. Pictures, graphics, maps, schemes, drawings and diagrams, will be used to illustrate or elaborate information, not for duplications. They must be organized separately with their respective notes. For color pictures the author must bear the additional cost. It is important to state the maximum zoom possible for the pictures.

### **1.2.9 Abbreviations and measurement units**

Abbreviations must be preceded of their expanded form and must be quoted in parenthesis the first time they are used. Weight, height, length, and volume must be presented in metric units (international system). Measurement units in the international system do not have plurals or punctuation. Decimals must be stated by a “,” (comma) and percentages must be placed after the numbers without space.

## **1.3 Papers submission**

Papers must be presented with a letter signed by all the participating authors, accepting all contents organization and presentation. They must state that the text has not been published before, has not been sent or will be sent to another national or international magazine whilst it is being reviewed by SaludUIS and a decision is provided by the Editorial Committee at SaludUIS. Full contact details of the main author must be provided in the letter (address, telephone, fax number, e-mail and institution).

Manuscripts must be submitted via OJS platform through the url: <http://revistasaluduis.uis.edu.co>, registration and login are required to submit an article at the platform, when do the register please tick the reader and author roll <http://revistas.uis.edu.co/index.php/revistasaluduis/user/register>. If the platform presents any technical issue, the document can be sent to the follow e-mail address: [saluduis1@uis.edu.co](mailto:saluduis1@uis.edu.co)

The “Transfer of Copyright” agreement must be signed by all the authors and attached to the document.

## **1.4 Papers Selection**

The papers will be reviewed by the Editorial board in order to verify that they follow the instructions to the authors. Papers that do not follow them will be returned to the author(s) for corrections. The articles will be evaluated for at least two referees. Revision of the texts will be made respecting the right to confidentiality of authors, evaluators and editors.

Each evaluator will emit a concept according to the evaluation criteria (pertinence, actuality and transcendence of the paper in the area, academic strength and conceptual level), classification of the article (essay, revision, etc.) and a concept of rejection or approval subject to mayor or minor modifications. If both of them agree to reject the paper, this will not be accepted for publication. If only one rejects the document the Editorial Board will select a third evaluator and from his/her concept a final decision will be taken.

The concept will be sent to the authors who will reply item by item and incorporate the respective modifications of the text. A period of two weeks will be allowed for this. If an answer is not received by the end of this period, the article will be automatically withdrawn.

## **1.5 Publication of the Texts**

The authors must present the definitive version in CD containing all of the parts of the text (including tables and figures). A declaration signed by all the authors, with the title of the text must be sent confirming that: the contained data is exact; all of the authors have contributed enough to the work and are prepared to assume the responsibilities implied by its publication; the text submitted has not been partially or fully published, and it is not currently being submitted for publication in any other place.

Once the concept of the evaluators is received, the form of the text will be reviewed and it will be sent to press. After the text has been edited and the text has been corrected, the first draft of the printable edition will be sent to the authors for errors corrections, other changes will not be accepted. The corrected drafts must be signed and returned to the Editorial Office on or before the given date. Once the magazine has been published, the authors have the right to receive 2 copies including delivery costs.

## **2. SUBSCRIPTION**

Annual subscription for three volumes: Colombia, UIS students \$37.500, teachers and administrative \$43.800 and outside the UIS \$54.300.

### 3. PRINTINGS AND REPRODUCTION

It authorized the use of PDF or photocopy of articles and texts for academic purposes or within institutions provided that credit to the source.

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