



# Archivos de Bronconeumología

AUTHORS INFORMATION PACK

## GUIDE FOR AUTHORS

---

### INTRODUCTION

*Archivos de Bronconeumología* publishes original studies whose content is based upon results dealing with several aspects of respiratory diseases such as epidemiology, pathophysiology, clinics, surgery and basic investigation. Other types of articles such as reviews, editorials, special articles, scientific letters and letters to the Editor are also published in the Journal. It is a monthly Journal that publishes a total of 12 issues, which contain these types of articles to different extents. All manuscripts are sent to peer-review and handled by the Editor or an Associate Editor from the team. The Journal is published both in Spanish and English. Therefore, the submission of manuscripts written in either Spanish or English is welcome. Translators working for the Journal are in charge of the corresponding translations. Access to any published article, in either language, is possible through the Journal web page as well as from Pubmed, Science Direct, and other international databases. Furthermore, the Journal is also present in Twitter and Facebook. The Journal expresses the voice of several scientific societies such as the Spanish Respiratory Society of Pneumology and Thoracic Surgery (SEPAR), the Latin American Thoracic Society (ALAT), and the Iberian American Association of Thoracic Surgery (AICT). The journal is indexed at Science Citation Index Expanded, Medline/Pubmed and SCOPUS.

### Types of article

#### Original articles

These will be original studies that offer novel information, of very broad interest to national and international scientific communities, whose specific data have not been published in any other journal. The studies will always be prospective and will show the results of research projects or the study design of projects that are still under way. All the information contained in the submitted articles will have to be original, and manuscripts reporting results previously reproduced in other journals will not be accepted for publication in *Archivos de Bronconeumología*. In the cover letter (see below), the original nature of the manuscript contents, which will be the authors's responsibility, will be made explicitly clear. All the submitted manuscripts will always be peer-reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. When writing the articles, authors are advised to use the international guidelines for the report of health-related research results:

*Clinical trials*: CONSORT (<http://www.consort-statement.org/>). Besides, all trials must be registered in one of the international databases, and the number of the corresponding registry will always be indicated.

*Observational studies*: STROBE (<http://www.strobe-statement.org/>).

*Articles involving diagnostic tests*: STARD (<http://www.stard-statement.org/>).

*Systematic reviews and metaanalysis*:PRISMA (<http://www.prismastatement.org/>).

For other types of research studies, verify the corresponding guidelines in the initiative EQUATOR (<http://www.equator-network.org/>).

Articles will have a maximum length of 3,000 words. If this length is exceeded, proper justification will be given by the authors in the cover letter. A maximum of 6 figures and 6 tables will be accepted. A maximum of 40 bibliographical references can be included. Although the number of authors will not be limited, they must have made a significant contribution to the manuscript results and writing. In the cover letter, in a totally independent document, the specific contribution of each author will always be specified.

In the revised version by the authors, a graphical/visual abstract will have to be included compulsorily in the revised manuscript version, which will be published along with the manuscript. See below specific instructions to elaborate the graphical/visual abstract.

### **Editorials**

These will be articles written by authors who are experts on a given subject. In articles of this type, authors will express an opinion or position about the topic in question, on the basis of scientific evidence, with regard to a specific and relevant aspect which is novel or controversial. Short reviews on a given topic will not be accepted, but articles that reflect the scientific opinion of an author who is an expert on the subject concerned. Editorials can be comments on articles published in the same issue of the journal, on an article previously published, or on other aspects of general interest to the scientific community that are not reflected in any other type of articles of the Journal. The editorials will be explicitly commissioned by the Editorial Committee of Archivos de Bronconeumología. In exceptional cases, the Committee may consider the acceptance of unsolicited editorials, on novel or controversial topics, submitted by authors with experience and publications in the topic in question. Editorials will always be peer-reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. Articles should never exceed 1,000 words, with no abstract, graphs or tables. A maximum of 3 authors and 15 references will be allowed.

### **Reviews**

These will be articles in which a topic of interest will be reviewed on the basis of an up-to-date and objective view extracted from the most relevant and recent publications dealing with the subject in question. The authors will not have to give their own view/opinion about the topic in question, but they will have to provide a summary of the state-of-the-art in an organized, structured, and adequate manner. As a rule, reviews will be commissioned by the Editors of Archivos de Bronconeumología to expert authors, who have experience and publications in the subject under review. Occasionally, the Journal may accept unsolicited reviews by the authors. Authors wishing to submit a review should always contact the Editor first. The Editorial Committee will decide whether the authors meet the criteria required for the submission of articles of this kind, on the basis of both their publication record, especially of original articles, and the interest of the suggested topic. Review articles will always be peer reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. Reviews will have a maximum length of 3,000 words. The article will include a 250 word abstract, which will not be structured, and will have a maximum of 6 figures or tables. The number of authors will be limited to three, except where adequate justification is provided. There is no limit to the number of references.

## **Special articles**

These will be review articles commissioned by the Editorial committee of the Journal. As a rule, these articles will deal with issues of particular relevance for the scientific community, institutional documents issued by the scientific societies for whom Archivos de Bronconeumologia expresses their voice (especially in the case of guidelines, statements, and consensus reports), as well as the description of new techniques or diagnostic or therapeutic procedures. Special articles will always be peer-reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. The instructions with regard to the length and presentation format will be the same as those that apply to the review articles, as described in the previous section, except for the abstract, which will be unstructured and of 150 words. In some specific cases, authors may request the modification of the established limits, specifically and particularly in the guidelines, statements, and consensus reports). In the case of the guidelines, the GRADE recommendations must always be followed in order to define the force of the recommendation: Guyatt G et al. *J Clin Epidemiol* 2011; 64: 383-94.

The section "SEPAR's voice" will express the positioning of SEPAR, through guidelines, statements, and consensus reports in the Journal. Lastly, in the case of institutional documents of the society, confirmation of the final approval of the corresponding scientific committee (SEPAR) will always be uploaded in the submission, as well as that of other societies that may also be involved in the consensus report. In the journal, the title, authors, affiliations and unstructured abstract in Spanish and English of a maximum of 250 words will be published in a single page, and as an additional material the full content will be published without restrictions in the total number of words or references or in the number of figures or tables.

## **Letters to the Editor**

Two different types of letters are defined.

*Letter to the Editor:* These articles will be addressed to the Editor, and comments in favor or against articles recently published in the Journal will be argued. On other occasions, it will be possible to comment on results published in other respiratory journals. Letters to the Editor will always be peer reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. The maximum length of such a text will be 500 words, and a total of one table or one figure will be accepted. Information that may potentially reveal the identity of the patient must not be included in either the text or the images. A maximum length of 500 words, together with a maximum of 1 figure and 1 table will be accepted. A maximum of five references will be accepted.

*Scientific letter:* They will also be addressed to the Editor and will contain information on clinical observations from patients, experiences or results that cannot be published as an original article but which warrant disclosure to the scientific community in the form of a Letter to the Editor. Letters to the Editor will always be peer-reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. The maximum length of such a text will be 1,000 words, and a total of one table or one figure will be accepted. Information that may potentially reveal the identity of the patient must not be included in either the text or the images. A maximum of fifteen references will be accepted.

## **Clinical images**

This section will consist of the publication of an endoscopic or pathological image or video clip,

of special singularity as a result of the unusual clinical presentation of the underlying disease or diagnosis. The clinical image or video clip will be accompanied by a brief text (no longer than 200 words) about the main clinical features and diagnosis of the patient. A maximum of two (2) references will be allowed as support to the text. The video clip will always be submitted in an “.mp4” format and will not exceed 150 megabytes size. The number of authors will not exceed three (3) for this type of publication.

### Other sections

The Journal may include other sections whose articles will be commissioned by the Editors to renowned national and international authors who are experts on a given subject. The submission of unsolicited manuscripts by expert authors may also be considered by the Editors. However, authors interested in submitting an article of this kind will always have to send a request to the Editors of the Journal beforehand. The Editors will decide whether the eventual acceptance of the article will be of interest to Archivos de Bronconeumologia. The Editorial Committee will decide whether the authors meet the criteria to submit this type of manuscripts regarding their publication record of original articles in the topic in question. The instructions to authors for this type of articles will be specifically established by the Editors in each case. This type of articles will always be peer-reviewed, and the final decision will be made on the basis of the comments from the expert reviewers and the Editors.

### Summary table

	Number of authors	Abstract, maximum number of words	Length of text (words)	Figures and tables (total number)	References (number)
Editorials	3	No abstract	1,000	0	15
Originals	Unlimited	250 words structured	3,000	12	40
Reviews	3	250 words unstructured	3,000	6	Unlimited
Special articles	Unlimited	150 words unstructured	3,000 (recommended) subject to exceptions	6	Unlimited
Letters to the Editor	Unlimited	No abstract	500	1	5
Scientific letters	Unlimited	No abstract	1,000	1	15
Clinical images	3	No abstract	200	1 image or 1 videoclip	2

## Contact details for submission

You can send your manuscript at <http://ees.elsevier.com/arbr>

## Page charges

This journal has no page charges.

## Language

This journal is published in Spanish and in English language.

## Submission checklist

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

### Ensure that the following items are present:

One author has been designated as the corresponding author with contact details:

- E-mail address
- Full postal address

All necessary files have been uploaded:

Manuscript:

- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print

Graphical Abstracts / Highlights files (where applicable)

Supplemental files (where applicable)

Further considerations

- Manuscript has been 'spell checked' and 'grammar checked'
- All references mentioned in the Reference List are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Internet)
- Relevant declarations of interest have been made
- Journal policies detailed in this guide have been reviewed
- Referee suggestions and contact details provided, based on journal requirements

For further information, visit our [Support Center](#).

## BEFORE YOU BEGIN

### Ethics in publishing

Please see our information pages on [Ethics in publishing](#) and [Ethical guidelines for journal publication](#).

### Human and animal rights

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical](#)

[Association](#) (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the [Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#) and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms [sex and gender](#) should be used correctly.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the [ARRIVE guidelines](#) and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, [EU Directive 2010/63/EU for animal experiments](#), or the National Institutes of Health guide for the care and use of Laboratory animals (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

### **Declaration of interest**

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding.

Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. [More information](#).

### **Submission declaration and verification**

Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis, see '[Multiple, redundant or concurrent publication](#)' section of our ethics policy for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service [Crossref Similarity Check](#).

### **Authorship**

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

## **Changes to authorship**

Authors are expected to consider carefully the list and order of authors **before** submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only **before** the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the **corresponding author**: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors **after** the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

## **Clinical trial results**

In line with the position of the International Committee of Medical Journal Editors, the journal will not consider results posted in the same clinical trials registry in which primary registration resides to be prior publication if the results posted are presented in the form of a brief structured (less than 500 words) abstract or table. However, divulging results in other circumstances (e.g., investors' meetings) is discouraged and may jeopardise consideration of the manuscript. Authors should fully disclose all posting in registries of results of the same or closely related work.

### *Reporting clinical trials*

Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrollment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The [CONSORT checklist and template flow diagram](#) are available online.

### *Registration of clinical trials*

Registration in a public trials registry is a condition for publication of clinical trials in this journal in accordance with [International Committee of Medical Journal Editors](#) recommendations. Trials must register at or before the onset of patient enrolment. The clinical trial registration number should be included at the end of the abstract of the article. A clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioural treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

## **Copyright**

Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (see [more information](#) on this). An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. [Permission](#) of the Publisher is required for resale or distribution outside the institution and for all other derivative works, including compilations and translations. If excerpts from other copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article. Elsevier has [preprinted forms](#) for use by authors in these cases.

For open access articles: Upon acceptance of an article, authors will be asked to complete an 'Exclusive License Agreement' ([more information](#)). Permitted third party reuse of open access articles is determined by the author's choice of [user license](#).

### **Author rights**

As an author you (or your employer or institution) have certain rights to reuse your work. [More information](#).

### *Elsevier supports responsible sharing*

Find out how you can [share your research](#) published in Elsevier journals.

### **Role of the funding source**

You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

### *Funding body agreements and policies*

Elsevier has established a number of agreements with funding bodies which allow authors to comply with their funder's open access policies. Some funding bodies will reimburse the author for the Open Access Publication Fee. Details of [existing agreements](#) are available online.

### *Funding body agreements and policies*

Elsevier has established a number of agreements with funding bodies which allow authors to comply with their funder's open access policies. Some funding bodies will reimburse the author for the Open Access Publication Fee. Details of [existing agreements](#) are available online.

After acceptance, open access papers will be published under a noncommercial license. For authors requiring a commercial CC BY license, you can apply after your manuscript is accepted for publication.

### **Open access**

This journal offers authors a choice in publishing their research:

#### **Subscription**

Articles are made available to subscribers as well as developing countries and patient groups through our [universal access programs](#).

No open access publication fee payable by authors.

The Author is entitled to post the [accepted manuscript](#) in their institution's repository and make this public after an embargo period (known as green Open Access). The [published journal article](#) cannot be shared publicly, for example on ResearchGate or Academia.edu, to ensure the sustainability of peer-reviewed research in journal publications. The embargo period for this



journal can be found below.

### **Gold open access**

Articles are freely available to both subscribers and the wider public with permitted reuse. A gold open access publication fee is payable by authors or on their behalf, e.g. by their research funder or institution.

Regardless of how you choose to publish your article, the journal will apply the same peer review criteria and acceptance standards.

For gold open access articles, permitted third party (re)use is defined by the following [Creative Commons user licenses](#):

#### *Creative Commons Attribution (CC BY)*

Lets others distribute and copy the article, create extracts, abstracts, and other revised versions, adaptations or derivative works of or from an article (such as a translation), include in a collective work (such as an anthology), text or data mine the article, even for commercial purposes, as long as they credit the author(s), do not represent the author as endorsing their adaptation of the article, and do not modify the article in such a way as to damage the author's honor or reputation.

#### *Creative Commons Attribution-NonCommercial-NoDerivs (CC BY-NC-ND)*

For non-commercial purposes, lets others distribute and copy the article, and to include in a collective work (such as an anthology), as long as they credit the author(s) and provided they do not alter or modify the article.

The open access fee for this journal is 3000 EUR excluding taxes. Learn more about [Elsevier's pricing policy](#).

#### *Elsevier Researcher Academy*

[Researcher Academy](#) is a free e-learning platform designed to support early and mid-career researchers throughout their research journey. The "Learn" environment at Researcher Academy offers several interactive modules, webinars, downloadable guides and resources to guide you through the process of writing for research and going through peer review. Feel free to use these free resources to improve your submission and navigate the publication process with ease.

#### *Language (usage and editing services)*

Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the [English Language Editing service](#) available from Elsevier's WebShop.

#### **Informed consent and patient details**

Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in the paper. Appropriate consents, permissions and releases must be obtained where an author wishes to include case details or other personal information or images of patients and any other individuals in an Elsevier publication. Written consents

must be retained by the author but copies should not be provided to the journal. Only if specifically requested by the journal in exceptional circumstances (for example if a legal issue arises) the author must provide copies of the consents or evidence that such consents have been obtained. For more information, please review the [Elsevier Policy on the Use of Images or Personal Information of Patients or other Individuals](#). Unless you have written permission from the patient (or, where applicable, the next of kin), the personal details of any patient included in any part of the article and in any supplementary materials (including all illustrations and videos) must be removed before submission.

## **Submission**

Our online submission system guides you stepwise through the process of entering your article details and uploading your files. The system converts your article files to a single PDF file used in the peer-review process. Editable files (e.g., Word, LaTeX) are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

### *Submit your article*

Please submit your article via <http://ees.elsevier.com/arbr>

The articles must always include the cover letter and the authorship page

**Cover letter.** All articles submitted must always be accompanied by a cover letter, addressed to the Editor in Chief of the Journal, in which the manuscript title, the section of the Journal in which it is intended to be published, and a brief summary of the novelty and relevance of its contents must be included. Besides, in the cover letter, it should be clearly stated that no part of the contents of the manuscript has already been published in any other journal, that all the authors agree to the reported contents and transfer their copyright to SEPAR. Any granted permissions for the reproduction of materials that have already been published must also be included. This will particularly affect manuscripts submitted under the “review” and “special article” categories. Besides, the authors will have to declare openly any potential conflict of interest that might be directly or indirectly related to the manuscript contents. If no conflict of interest exist, the authors will have to declare: “The authors declare to have no conflict of interest directly or indirectly related to the manuscript contents “. Conflicts of interest, in the broadest sense, will generally be of an economic or scientific nature.

**Authorship page.** The manuscript of any kind will always have to be accompanied by a separate document which will be the first page of the manuscript itself. The title of the manuscript, the authors’ names as they usually appear in the international databases, the full names of their institutions, as well as the name and contact information, including postal address, telephone number, and email of the corresponding author will have to be clearly indicated. The word count of the main manuscript body (the abstract, references, and figure legends are excluded from this count) will be reported at the end of the authorship page in all types of articles.

### *Referees*

Please submit the names and institutional e-mail addresses of several potential referees. For more details, visit our [Support site](#). Note that the editor retains the sole right to decide whether or not the suggested reviewers are used.

## PREPARATION

### **Double-blind review**

This journal uses double-blind review, which means the identities of the authors are concealed from the reviewers, and vice versa. [More information](#) is available on our website. To facilitate this, please include the following separately:

*Title page (with author details):* This should include the title, authors' names affiliations, acknowledgements and any Declaration of Interest statement, and a complete address for the corresponding author including an e-mail address.

*Blinded manuscript (no author details):* The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations.

### *Use of word processing software*

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the [Guide to Publishing with Elsevier](#)). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

### **Article structure**

#### *Subdivision - unnumbered sections*

Divide your article into clearly defined sections. Each subsection is given a brief heading (Introduction, Methods, Results and Discussion). Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

#### *Introduction*

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

#### *Methods*

Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described.

#### *Results*

Results should be clear and concise.

#### *Discussion*

This should explore the significance of the results of the work, not repeat them. A combined

Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

### *Conclusions*

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

### *Appendices*

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

### **Essential title page information**

- **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
- **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.**
- **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

### **Structured abstract**

A structured abstract, by means of appropriate headings, should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations.

The headings will consist of: «Introduction», «Methods», «Results» y «Conclusions».

### *Graphical abstract*

The graphical abstract is mandatory for the original articles section. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm

using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. You can view [Example Graphical Abstracts](#) on our information site.

Authors can make use of Elsevier's Illustration and Enhancement service to ensure the best presentation of their images and in accordance with all technical requirements: [Illustration Service](#).

### *Highlights*

Highlights are a short collection of bullet points that convey the core findings of the article. Highlights are optional and should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point). You can view [example Highlights](#) on our information site.

### **Keywords**

Immediately after the abstract, provide a maximum of 6 keywords, using British spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

### *Abbreviations*

Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

### *Acknowledgements*

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

### *Formatting of funding sources*

List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

### *Units*

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

## Artwork

### *Image manipulation*

Whilst it is accepted that authors sometimes need to manipulate images for clarity, manipulation for purposes of deception or fraud will be seen as scientific ethical abuse and will be dealt with accordingly. For graphical images, this journal is applying the following policy: no specific feature within an image may be enhanced, obscured, moved, removed, or introduced. Adjustments of brightness, contrast, or color balance are acceptable if and as long as they do not obscure or eliminate any information present in the original. Nonlinear adjustments (e.g. changes to gamma settings) must be disclosed in the figure legend.

### *Electronic artwork*

#### General points

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.

A detailed [guide on electronic artwork](#) is available.

**You are urged to visit this site; some excerpts from the detailed information are given here.**

#### Formats

If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply 'as is' in the native document format.

Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please 'Save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

EPS (or PDF): Vector drawings, embed all used fonts.

TIFF (or JPEG): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.

TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.

TIFF (or JPEG): Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

#### **Please do not:**

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

### *Color artwork*

Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF) or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color online (e.g., ScienceDirect and other sites). [Further information on the](#)

[preparation of electronic artwork.](#)

### *Illustration services*

[Elsevier's WebShop](#) offers Illustration Services to authors preparing to submit a manuscript but concerned about the quality of the images accompanying their article. Elsevier's expert illustrators can produce scientific, technical and medical-style images, as well as a full range of charts, tables and graphs. Image 'polishing' is also available, where our illustrators take your image(s) and improve them to a professional standard. Please visit the website to find out more.

### *Figure captions*

Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

### **Tables**

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

### **References**

#### *Citation in text*

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

#### *Reference links*

Increased discoverability of research and high quality peer review are ensured by online links to the sources cited. In order to allow us to create links to abstracting and indexing services, such as Scopus, CrossRef and PubMed, please ensure that data provided in the references are correct. Please note that incorrect surnames, journal/book titles, publication year and pagination may prevent link creation. When copying references, please be careful as they may already contain errors. Use of the DOI is highly encouraged.

A DOI is guaranteed never to change, so you can use it as a permanent link to any electronic article. An example of a citation using DOI for an article not yet in an issue is: VanDecar J.C., Russo R.M., James D.E., Ambeh W.B., Franke M. (2003). Aseismic continuation of the Lesser Antilles slab beneath northeastern Venezuela. *Journal of Geophysical Research*, <https://doi.org/10.1029/2001JB000884>. Please note the format of such citations should be in the same style as all other references in the paper.

## *Web references*

As a minimum, the full URL should be given and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.

## *Data references*

This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. This identifier will not appear in your published article.

## *References in a special issue*

Please ensure that the words 'this issue' are added to any references in the list (and any citations in the text) to other articles in the same Special Issue.

## *Reference management software*

Most Elsevier journals have their reference template available in many of the most popular reference management software products. These include all products that support [Citation Style Language styles](#), such as [Mendeley](#) and Zotero, as well as EndNote. Using the word processor plug-ins from these products, authors only need to select the appropriate journal template when preparing their article, after which citations and bibliographies will be automatically formatted in the journal's style. If no template is yet available for this journal, please follow the format of the sample references and citations as shown in this Guide. If you use reference management software, please ensure that you remove all field codes before submitting the electronic manuscript. [More information on how to remove field codes](#).

If you manage your research with Mendeley Desktop, you can easily install the reference style for this journal by clicking the link below:

<http://csli.mendeley.com/styles/481774251/ArchBronco>

When preparing your manuscript, you will then be able to select this style using the Mendeley plug-ins for Microsoft Word or LibreOffice. For more information about the Citation Style Language, visit <http://citationstyles.org>.

## *Reference style*

*Text:* Indicate references by superscript numbers in the text. The actual authors can be referred to, but the reference number(s) must always be given.

*List:* Number the references in the list in the order in which they appear in the text.

*Examples:*

Reference to a journal publication:

1. Van der Geer J, Hanraads JA, Lupton RA. The art of writing a scientific article. *J Sci Commun* 2010;**163**:51-9. <https://doi.org/10.1016/j.Sc.2010.00372>.

Reference to a journal publication with an article number:

2. Van der Geer J, Hanraads JA, Lupton RA. The art of writing a scientific article. *Heliyon*.



2018;**19**:e00205. doi:10.1016/j.heliyon.2018.e00205.

Reference to a book:

3. Strunk Jr W, White EB. The elements of style. 4th ed. New York: Longman; 2000.

Reference to a chapter in an edited book:

4. Mettam GR, Adams LB. How to prepare an electronic version of your article. In: Jones BS, Smith RZ, editors. *Introduction to the electronic age*, New York: E-Publishing Inc; 2009, p. 281-304.

Reference to a website:

5. Cancer Research UK. Cancer statistics reports for the UK, <http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/>; 2003 [accessed 13 March 2003].

Reference to a dataset:

[dataset] 6. Oguro M, Imahiro S, Saito S, Nakashizuka T. Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1; 2015. <https://doi.org/10.17632/xwj98nb39r.1>.

Note shortened form for last page number. e.g., 51-9, and that for more than 6 authors the first 6 should be listed followed by 'et al.' For further details you are referred to 'Uniform Requirements for Manuscripts submitted to Biomedical Journals' (J Am Med Assoc 1997;**277**:927-34)(see also [Samples of Formatted References](#)).

### *Journal abbreviations source*

Journal names should be abbreviated according to the [List of Title Word Abbreviations](#).

### **Video**

Elsevier accepts video material and animation sequences to support and enhance your scientific research. Authors who have video or animation files that they wish to submit with their article are strongly encouraged to include links to these within the body of the article. This can be done in the same way as a figure or table by referring to the video or animation content and noting in the body text where it should be placed. All submitted files should be properly labeled so that they directly relate to the video file's content. In order to ensure that your video or animation material is directly usable, please provide the file in one of our recommended file formats with a preferred maximum size of 150 MB per file, 1 GB in total. Video and animation files supplied will be published online in the electronic version of your article in Elsevier Web products, including [ScienceDirect](#). Please supply 'stills' with your files: you can choose any frame from the video or animation or make a separate image. These will be used instead of standard icons and will personalize the link to your video data. For more detailed instructions please visit our [video instruction pages](#). Note: since video and animation cannot be embedded in the print version of the journal, please provide text for both the electronic and the print version for the portions of the article that refer to this content.

### **AudioSlides**

The journal encourages authors to create an AudioSlides presentation with their published article. AudioSlides are brief, webinar-style presentations that are shown next to the online article on ScienceDirect. This gives authors the opportunity to summarize their research in their own words and to help readers understand what the paper is about. [More information and examples are available](#). Authors of this journal will automatically receive an invitation e-mail to create an AudioSlides presentation after acceptance of their paper.

## **Supplementary material**

Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received (Excel or PowerPoint files will appear as such online). Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file. If you wish to make changes to supplementary material during any stage of the process, please make sure to provide an updated file. Do not annotate any corrections on a previous version. Please switch off the 'Track Changes' option in Microsoft Office files as these will appear in the published version.

## **RESEARCH DATA**

This journal encourages and enables you to share data that supports your research publication where appropriate, and enables you to interlink the data with your published articles. Research data refers to the results of observations or experimentation that validate research findings. To facilitate reproducibility and data reuse, this journal also encourages you to share your software, code, models, algorithms, protocols, methods and other useful materials related to the project.

Below are a number of ways in which you can associate data with your article or make a statement about the availability of your data when submitting your manuscript. If you are sharing data in one of these ways, you are encouraged to cite the data in your manuscript and reference list. Please refer to the "References" section for more information about data citation. For more information on depositing, sharing and using research data and other relevant research materials, visit the [research data page](#).

## **Data in Brief**

You have the option of converting any or all parts of your supplementary or additional raw data into one or multiple data articles, a new kind of article that houses and describes your data. Data articles ensure that your data is actively reviewed, curated, formatted, indexed, given a DOI and publicly available to all upon publication. You are encouraged to submit your article for *Data in Brief* as an additional item directly alongside the revised version of your manuscript. If your research article is accepted, your data article will automatically be transferred over to *Data in Brief* where it will be editorially reviewed and published in the open access data journal, *Data in Brief*. Please note an open access fee is payable for publication in *Data in Brief*. Full details can be found on the <http://www.journals.elsevier.com/data-in-brief> *Data in Brief* website. Please use <http://www.elsevier.com/dib-template> this template to write your Data in Brief.

## **AFTER ACCEPTANCE**

### **Proofs**

One set of page proofs (as PDF files) will be sent by e-mail to the corresponding author (if we do not have an e-mail address then paper proofs will be sent by post) or, a link will be provided in the e-mail so that authors can download the files themselves. Elsevier now provides authors with PDF proofs which can be annotated; for this you will need to [download the free Adobe Reader](#), version 9 (or higher). Instructions on how to annotate PDF files will accompany the proofs (also given online). The exact system requirements are given at the [Adobe site](#). If you do not wish to use the PDF annotations function, you may list the corrections (including

replies to the Query Form) and return them to Elsevier in an e-mail. Please list your corrections quoting line number. If, for any reason, this is not possible, then mark the corrections and any other comments (including replies to the Query Form) on a printout of your proof and scan the pages and return via e-mail. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. We will do everything possible to get your article published quickly and accurately. It is important to ensure that all corrections are sent back to us in one communication: please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

### **Offprints**

The corresponding author will, at no cost, receive a customized [Share Link](#) providing 50 days free access to the final published version of the article on [ScienceDirect](#). The Share Link can be used for sharing the article via any communication channel, including email and social media. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier's [Webshop](#). Corresponding authors who have published their article open access do not receive a Share Link as their final published version of the article is available open access on ScienceDirect and can be shared through the article DOI link.

### **AUTHOR INQUIRIES**

Visit the [Elsevier Support Center](#) to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch.

You can also [check the status of your submitted article](#) or find out [when your accepted article will be published](#).