

# Instructions for authors

REVISTA IBEROAMERICANA DE MICOLOGÍA (IberoAmerican Journal of Mycology), the official journal of the Spanish Mycology Association, considers for publication original articles, reviews and Forum micológico (Mycology Forum, editorials, special articles, notes and letters to the editor. All scientific contributions will be subject to an external anonymous peer review process. Articles published in REVISTA IBEROAMERICANA DE MICOLOGÍA are abstracted and indexed in Biological Abstracts, Chemical Abstracts, Current Contents/ISI Web of Science, Excerpta Medica, Índice Médico Español (Spanish Medical Index), Index Medicus/Medline/Pub-Med, Scirus and SCOPUS

## 1. Submission of Manuscripts.

Manuscripts should be sent electronically via the Internet at web address: <http://ees.elsevier.com/riam>, where authors will find all the information required to submit them. With this simple and rapid method the stage of the article can be followed directly, through the web page, for the whole review process. All accepted articles become the permanent property of the REVISTA IBEROAMERICANA DE MICOLOGÍA and cannot be wholly or partially reproduced without the permission of the Publisher of the Journal. If the article is published, the authors exclusively transfer to Elsevier España, S.L., the rights to reproduce, distribute, translate and publicly communicate (by any medium or support, including, sound, audiovisual or electronic) of their work. Previously published works or those submitted to another biomedical journal at the same time will not be accepted. Authors not used to writing in Spanish or English must have their manuscript reviewed by someone who is perfectly fluent in the language in which it is written. The manuscripts will be rejected if they are not of sufficient linguistic quality.

All the authors must have agreed to submit it and are responsible for its contents, including the bibliographic references and the acknowledgements. The author for correspondence will represent all the other authors in all matters regarding the publication of the manuscript.

REVISTA IBEROAMERICANA DE MICOLOGÍA acquires the copyright once the manuscript is published. The author for correspondence is responsible for obtaining the necessary permission (from the editor and the original author) if authors wish to reproduce figures, tables or text (wholly or partially) from other publications. Permissions must be mentioned in the manuscripts and submitted, signed, to the REVISTA IBEROAMERICANA DE MICOLOGÍA in the event that they are accepted for publication. In order to protect the property rights of the REVISTA IBEROAMERICANA DE MICOLOGÍA and the original authors from the misappropriation of their work, the REVISTA IBEROAMERICANA DE MICOLOGÍA considers the acceptance by the author for correspondence on behalf of all the authors as an agreement of transfer of copyright.

## 2. Types of contributions.

### 2.1. Original Articles.

These will consist of the following sections: 1) Title, short title (both in Spanish and in English) and the authors names; 2) Centres where the authors are employed; 3) Full name and address, telephone, fax and e-mail of the author for correspondence; 4) A structured abstract (Background,

objectives, Methods, Results and Conclusions) of 200 to 250 words (in Spanish and English); 5) Key words (in Spanish and English); 6) Introduction; 7) Material and Methods; 8) Results; 9) Discussion; 10) Acknowledgements; 11) Authors Declaration; 12) Bibliography. All the references included in this section must be quoted numerically [in square brackets] within the text of the manuscript. The references will be in alphabetical order and will follow the guidelines adopted by the International Committee of Medical Journal Editors (**see Section 6**).

### 2.2. Notes.

These must have a structured abstract (background, objectives, methods, results and conclusions) of approximately 200 words (in Spanish and English). They will not be divided into sections but must maintain the same structure as in original articles. The text must not be longer than 1000 words, keeping the number of figures and tables to the minimum possible. They will be subjected to the same review process as original articles.

### 2.3. Reviews and special articles.

Authors who wish to publish a review or a special article must send an abstract and scheme of the contribution to the Executive Editor before preparing the manuscript. These contributions can also be requested by the Editor. Regardless of their origin, these manuscripts will be subjected to the same review process as Original Articles and Notes.

### 2.4. Mycology Forum.

These will be short reviews on current topics. The Editor will request them from prestigious authors in response to editorial needs.

### 2.5. Letters to the Editor.

They must not exceed 500 words. They will follow the same format as that used for Notes, with a maximum of 10 references. They will be subjected to the same review process as Original Articles.

## 3. Tables and figures.

Each table and each figure will be submitted on a separate page. For the tables, the information in the heading must be clear and enable the data to be understood without the need to refer to the text. The figure footnotes should give sufficient information to be understood without the need to refer to the text and will be on a separate page. The figures must have a sufficient resolution  $\geq 300$  dots per inch (DPI) to support the loss of detail arising from the editorial process and will be in one of the following formats: EPS, TIFF or JPEG. There must be explanatory notes for all the symbols and abbreviations used in the tables and figures. The cost of printing photographs or illustrations in colour will be borne by the author.

## 4. Nomenclature.

The scientific names of fungi and other microorganisms must follow the recommendations of the International Code of Botanical Nomenclature. The names of fungi must appear in italics in the text; the full names will be used the first time that they are mentioned. The generic name can be suitably abbreviated in subsequent mentions. The names of the mycoses must be those recommended by the International Society for Human and Animal Mycology (ISHAM). Authors who wish to use alternative names must state the

name recommended by ISHAM in parenthesis, when it is first mentioned.

## 5. Authors Declarations.

The authors must submit a cover letter addressed to the Editorial Committee of the Journal, pointing out the characteristics of the manuscript and its potential importance. This letter must not be included in the same file that contains the manuscript, but must be sent in a separate file in the Attach Files section of the manuscript submission system under the category "Covering Letter". The title of the article must be included and the section in which they wish it to be published. The following information will also be included:

### 5.1. Originality of the material.

A declaration that the contents of the article are original and that it has not been published previously or has been submitted or subjected to consideration to any other publication, either in whole or in part.

REVISTA IBEROAMERICANA DE MICOLOGÍA will not consider for publication, any manuscripts that have been simultaneously submitted to other journals, or redundant or duplicate publications, that is, articles that substantially overlap with another already published, in print or electronic media. Therefore, the authors are obliged to provide information on any previous or duplicate publication or presentation of any part of the work in another journal or public media. These restrictions are not applicable to published abstracts of communications, presentations or conferences presented in national or international scientific meetings. The authors must be aware that not to reveal that the material submitted for publication has already been wholly or partially published is a serious scientific ethics violation. Similarly, authors who reproduce previously published material in their articles (text, tables or figures) are responsible for obtaining the relevant permissions to reproduce that material in REVISTA IBEROAMERICANA DE MICOLOGÍA. The authors must have obtained written authorisation from both the author and the publisher who has published the material, and submit a copy of them to REVISTA IBEROAMERICANA DE MICOLOGÍA.

### 5.2. Conflict of interests.

A declaration on financial aspects or of any other aspect that could bring about a conflict of interests. When the authors submit a manuscript for publication, they are responsible for revealing all financial and personal relationships which could bias their work. To prevent ambiguity, the authors must expressly declare whether or not there is a conflict of interests, providing additional details if necessary in a letter accompanying the manuscript.

### 5.3. Authorship.

A declaration that all the authors have read and approved the manuscript and that the requirements of authorship have been met. Each person who is shown as an author of an article must have played an important part in the design and development of this, as well as take the responsibility for its content and, likewise, must approve the definitive version of the article. Thus, in general, the following requisites have to be fulfilled to be an author: to have substantially contributed to the conception and design, or to the acquisition of data, or the analysis or interpretation of the data; to have written the draft of the article or to have critically reviewed its intellectual content, and to have approved the version which is finally going to be published.

REVISTA IBEROAMERICANA DE MICOLOGÍA declines any responsibility of any possible conflicts arising from the authorship of articles that are published in the Journal.

### 5.4. Informed consent.

A declaration of the obtaining of the informed consent of the patients. If photographs or patient data are reproduced

in the article (including their names, initials, or hospital numbers), these must not permit to identify the subjects. In all cases, the authors must have obtained the written informed consent of the patient (or parent or guardian if the patient is a minor) which authorises their publication, reproduction and circulation on paper support and in free access format on the Internet in REVISTA IBEROAMERICANA DE MICOLOGÍA. Similarly, it must be declared that the protocols established by the respective health centres have been followed to access the medical records with the aim of preparing the article for the research purposes / presentation in the scientific community.

### 5.5. Research on human beings.

In all works carried out involving human beings, the authors must indicate whether the procedures and methods employed are adapted to the current ethical standards of the committee responsible for experiments on human beings in their institution and the Helsinki Declaration of the World Medical Association (1964 and subsequent versions, <http://www.wma.net/e/policy/b3.htm>).

### 5.6. Research on animals.

In works carried out with animals, the authors must clearly indicate that the studies have been performed following the recommendations and policies of animal well-being in accordance with authorised guidelines such as the ILAR Guide for the Care and Use of Laboratory Animals (1996 and subsequent versions) of the Institute of Laboratory Animal Research, Commission on Life Sciences, National Research Council (<http://www.nap.edu/catalog/5140.html>).

## 6. References.

The bibliographic references format must follow the guidelines adopted by the International Committee of Medical Journal Editors (<http://www.icmje.org>).

### 6.1. Article in a Journal.

Surname and forename initials separated by commas. All the authors will be mentioned. Then, the title of the article in its original language is included with a full stop at the end, abbreviation of the journal name, followed by the year of publication followed by a semi-colon, volume number followed by a colon, and first and last page of the article, separated by a hyphen.

Standard journal article.

Corti M, Villafañe MF, Negroni R, Arechavala A, Maiolo E. Magnetic resonance imaging findings in AIDS patients with central nervous system cryptococcosis. *Rev Iberoam Micol.* 2008; 25: 211-214.

Article in a volume supplement.

Del Río C, Biondo S, Martí-Ragué J. Incontinencia fecal. Valoración del paciente. *Tratamientos clásicos. Cir Esp.* 2005; 78 (Suppl. 3):34-40.

Article in print.

Del Palacio A, Pontón J, Quindós G. Micafungina, una nueva candina para el tratamiento de las micosis invasoras. *Rev Iberoam Micol.* 2009; in print.

The author is an organisation.

Diabetes Prevention Program Research Group. Hypertension, insulin, and proinsulin in participants with impaired glucose tolerance. *Hypertension.* 2002; 40:679-686. Individual and organisation, both are authors. Vallancien G, Emberton M, Harving N, Van Moorselaar RJ; Alf-One Study Group. Sexual dysfunction in 1274 European

men suffering from lower urinary tract symptoms. *J Urol*. 2003; 169:2257-2261.

No author.  
21st century heart solution may have a sting in the tail. *BMJ*. 2002;325:184.

Volume with a Supplement.  
Geraud G, Spierings EL, Keywood C. Tolerability and safety of frovatriptan with short- and long-term use for treatment of migraine and in comparison with sumatriptan. *Headache*. 2002;42 (Suppl. 2):S93-S99.

6.2. Book and Book Chapters.  
Whole Book.  
Authors as Editors.  
Mvoelkel NF, MacNee W (Eds.). *Chronic obstructive lung diseases*. Hamilton, BC Decker Inc.; 2002.

Private author(s) (not Editors).  
Murray PR, Rosenthal KS, Kobayashi GS, Pfaller MA. *Medical microbiology* (4th ed.). St. Louis, Mosby; 2002.

Authors and different Editors.  
Breedlove GK, Schorfheide AM. Adolescent pregnancy. 2nd ed. In: Wieczorek RR (Ed.). *White Plains, March of Dimes Education Services*; 2001.

An organisation as author.  
Royal Adelaide Hospital; University of Adelaide, Department of Clinical Nursing. *Compendium of nursing research and practice development, 1999-2000*. Adelaide, Adelaide University; 2001.

Chapter of a book.  
Weibel ER. The structural basis of lung function. In: West JB, editor. *Respiratory physiology: people and ideas*. New York, Oxford University Press; 1996: 3-46.

6.3. Documents in electronic form.  
An article in standard electronic format.  
Morse SS. Factors in the emergence of infectious diseases. *Emerg Infect Dis* [electronic journal]. 1995; 1 [consulted on 05-06-1996]: Available at: <http://www.cdc.gov/ncidod/EID/eid.htm>.

CD-ROM.  
Anderson SC, Poulsen KB. *Anderson's electronic atlas of hematology* [CD-ROM]. Philadelphia, Lippincott Williams & Wilkins, 2002

Internet Site (electronic page).  
Cancer-Pain.org [page on Internet]. New York, Association of Cancer Online Resources, Inc.; c2000-01 [updated 16th May 2002; referenced 9th July 2002]. Available at: <http://www.cancer-pain.org/>

6.4. Other published material.  
Conference proceedings.  
Harnden P, Joffe JK, Jones WG, editors. *Germ cell tumours V. Proceedings of the 5th Germ Cell Tumour Conference*; 2001 Sep 13-15; Leeds, UK. New York, Springer, 2002.

## 7. Cultures and peptide and /or nucleotide sequences deposit.

Strains of interest must be deposited in a public access cultures collection. The collection and number of the strain will be quoted in the text.

The peptide and / or nucleotide sequence data, described for the first time, will be deposited in a data base, and their GenBank/EMBL/DDBJ access number will be included in the manuscript at the time of its final review, if it has not been done previously.

## 8. Abbreviations.

All abbreviations must be defined, placing them in parentheses the first time they are used.

## 9. Review Process.

The authors must suggest three reviewers for their work. All articles will be reviewed by, at least, two experts not employed by the Journal. When an article is returned to the author for correspondence so that the appropriate changes may be made, the maximum time period to do this is six weeks. If the reviewed manuscript has not been received within this time, it will be considered as not wanting to continue with the publication process. The changes made to the reviewed manuscript will be clearly marked, and a letter must be attached which accurately responds to all the comments of each one of the reviewers and the executive editor, if there were any.

## 10. Payment for publication.

Articles of less than five printed pages (approximately 16 pages typed with double spacing, including tables, figures and bibliography) are published free of charge. **Authors will be charged 200 € for each additional partial or complete page** (100 € for members of the Asociación Española de Micología and other societies linked to the Journal). In the case of colored pictures or figures, authors must pay the printing costs in all cases (whether the article exceeds the five free pages or not), which are 1000 € per page.

**Authors who wish their article to be accessible on the Internet immediately after its publication, will have to pay 300 €.**

## 11. Galley proofs.

The author for correspondence will receive printed proofs which will have to be returned to the editor within 72 hours. At this time, changes must be limited to the correction of spelling mistakes, and grammatical errors, incorrect data or updating information on articles previously in print.