

INSTRUCTIONS TO CONTRIBUTORS

Acta Toxicológica Argentina (Acta Toxicol. Argent.) (ISSN 0327-9286) is the official publication for scientific promotion of the *Asociación Toxicológica Argentina*. It is a member of the *Núcleo Básico de Revistas Científicas Argentinas* (Basic Core of Argentinean Scientific Journals) since 2007. Full articles can be accessed through SciELO Argentina electronic library.

The goal of *Acta Toxicológica Argentina* is to publish articles concerning all areas of Toxicology, including original articles, case reports, short communications, revisions, popularization of science articles, technical notes, images, thesis summaries, letters to the editor and relevant news.

Original articles must detail complete research and should be organized into the following sections: Introduction, Materials and Methods, Results and Discussion (the last two can be combined into one section).

Case reports include description of clinical case studies which represent a contribution to the field of Toxicology.

Short communications are brief, concise articles that contribute to the respective area of Toxicology.

Revisions or updates comprise studies where an extensive revision of a topic of current importance and/or interest has been carried out.

Articles concerned with popular science and special articles can comment on a broad range of toxicological topics.

Technical notes should briefly describe new devices or analytical techniques validated by conclusive experimental studies.

Images in Toxicology may be images related with Toxicology from the artistic to the biological and medical aspects: toxic plants, toxic fungi, venomous animals, poisonous animals, algal bloom, chemicals, environmental ecotoxicological alterations, clinic cases, diagnostic images (radiograph, electrocardiogram, echography, angiography, tomography, magnetic resonance Image, optic or electron microscopy, etc).

The objective of the Section of Images in Toxicology is the publication of original images (1-2 high quality figures) of classic, interesting or unusual findings that facilitate the clinical, laboratorial or eco-epidemiological diagnosis of toxicological origin.

Such images should be not necessarily exceptional, but illustrative.

The title should be short and descriptive. If the image is a clinic image, text should be a description of the patient presentation, followed by relevant explicative points and the final diagnosis. Images should include a descriptive legend. If the image is of other fields of the toxicology, a brief description of the context should be included in the text.

Please use labels and arrows to identify points of interest on the image. In clinical cases remove any identifying patient information.

Maximum word guidance: abstract 100 words, text 1000 words. The number of references should not be over 12.

No more than three authors may be listed.

If the image is not original, the authorization of the author or whom poses the copyright must be added in the presentation letter to be presented to the Editorial Committee of *Acta Toxicológica Argentina*.

Thesis summaries are sufficiently detailed abstracts of approved doctoral or magisterial thesis. They must include a copy of acceptance and a sworn statement by the author and director, and should not exceed 1,000 characters.

Articles can be submitted to *Acta Toxicológica Argentina* (henceforth *Acta*) in Spanish, Portuguese or English. All submissions will be evaluated by at least two independent reviewers, selected by the editors. The Editorial board will base its decision to reject, accept with changes or accept for publication the submitted article on these reviews. The identity of authors and reviewers will not be disclosed throughout this process.

Submission of manuscripts

Submission of manuscripts will be made through the Portal de Publicaciones Científicas y Técnicas (PPCT) of the Centro Argentino de Información Científica y Tecnológica (CAICYT). Instructions for authors will be found at the *Acta-PPCT-CAICYT* web page <http://ppct.caicyt.gov.ar/index.php/ata>

Free publishing costs

The submission, reviewing, editing and publishing of any kind of scientific or technical material or of any disclosure material accepted by

Acta Toxicological Argentina is totally free for authors, not having to pay any cost for its publication or for any of the previous stages.

Copyright

Acta Toxicológica Argentina is an open access journal and has a Creative Commons Public License (CC-BY-NC). Authors retain copyright on their work; nevertheless, they guarantee the journal the right to be the first in its publication. Authors retain the rights of their work under the guidelines of the license CC BY-NC, Creative Commons Public License. They can freely share their work (always recognizing its initial publication in this journal) with the sole exception of its reproduction for commercial purposes, according to this kind of CC license.

Publishing rights

Acta Toxicológica Argentina is an open access journal and has a Creative Commons Public License (CC-BY-NC). Authors retain the license of their article and the publication rights on their work; nevertheless, they guarantee the journal the right to be the first in its publication. Authors retain the license and rights to their work under the guidelines of the license CC BY-NC, Creative Commons Public License <http://creativecommons.org/licenses/bync/2.5/ar/>. They can freely share their work (recognizing its initial publication in this journal) with the sole exception of reproduction of the work published for commercial purposes, according to this kind of CC license.

General guidelines in the preparation of manuscripts for original articles

Articles must be written using a word processor (Microsoft Word 2003 or higher) with double-spacing throughout (including abstract, references and tables), and a minimum letter size of Arial 12. Manuscripts must contain page numbers on each page from the first page. The use of bold and italic letters must be limited to the bare minimum necessary.

First page should contain the article title, full name and affiliations of all authors, workplace (name of institution and postal address; if it differs between authors, numerical superscripts, not in parentheses, next to each author should be used to identify it); fax and/or e-mail address of the corresponding author (signaled by a subscript asterisk next to the name).

Second page must include an English title and the abstract, both in the language of submis-

sion and in English, each followed by three to six keywords in the corresponding language. If the article is written in English, then the abstract in Spanish must be provided. Keywords must be headed by capital letters and separated by semicolons.

Introduction. It should include updated background references and clearly stated study goals.

Materials and methods. This section should describe the methods, devices, reagents and procedures used, sufficiently detailed to enable the experiments to be reproduced.

Ethical considerations. All clinical studies must specify the name of the Ethics and Research Committee responsible for the approval of the study, as well as the patients' written consent. Studies involving non human experimental subjects must give assurance that ethical guidelines for the protection of animal handling and welfare were followed.

Statistical analysis. The statistical tests employed should be properly explained and justified to allow verification by other researchers. If statistical software was used to process data, it should be mentioned.

Results can be showed through one of the following formats: text, tables or figures. Authors should avoid repetition, and only the relevant data should be presented. An extensive interpretation of the results should be left for the Discussion section.

Tables must be typed in separate pages and numbered consecutively with Arabic numerals in order of appearance in the text. Legends or explanations should be included as footnotes. Marks for footnotes must be superscript Arabic numerals in parentheses. Continuous lines may be only used for the outer borders of the first and last row and to separate columns and data titles, not for outer borders of columns. Please make sure that each table is cited in the text.

Figures should be numbered consecutively with Arabic numerals and presented in separate pages. Drawings must be of good enough quality to ensure adequate reproduction. Bar, pie or statistical charts must be prepared in GIF format. Numbers, letters and signs within figures must be of the appropriate size to be legible when the final sizing takes place. All signs used must have a reference in the figure caption.

Black-and-white only **photographs** should have proper contrast and a minimum resolution of 300 dpi. Submit all original drawings and

photographs in glossy paper with the authors' name and figure number written in pencil in the back. For the electronic submission, photographs should be in high resolution JPEG or GIF formats. Both figures and photographs must be clearly legible. The minimum size for figures is half-letter paper size (21 x 15 cm) at 300 dpi. Magnification must be indicated whether by a scale bar or the magnification number. Present figure captions in a separate page, accordingly numbered. Only the elements visible in the corresponding figure must be included in the caption.

Abbreviations. Authors should only use conventional abbreviations, avoiding their use in the title and abstract. When an abbreviation is first introduced in the text it must be preceded by the full term, except in the case of unit measures.

Unit measures. Length, size, weight and volume measures should be expressed according to the metric system (meter, kilogram, liter or their decimal multiples). Temperatures will be provided in degrees Celsius; blood pressure in millimeters of mercury.

All hematological and biochemical parameters should follow the metric system, according to the International System of Units (SI). However, editors could require that alternate units be provided before publication.

Nomenclature. For chemicals, authors should primarily adhere to IUPAC norms. Designate organism names according to international norms by stating the unabbreviated genus and species in italic.

Discussion. Emphasis should be placed on the most relevant and novel aspects of the study. Interpret experimental data in terms of previous published findings. Include conclusions without repeating data and concepts stated elsewhere.

Acknowledgements. Limit to a single paragraph, using Arial 10 lettering.

References.

Part 1: in-text citations

The author's name and the year of publication are listed in parentheses at the end of the sentence:

This claim was later refuted (Jones 2008).

If the author's name is clearly mentioned in the text, it can be directly followed by the year of publication, in parentheses:

Jones (2008) later refuted this claim.

If both the author name and year are clearly mentioned in the text, there is no need to include a parenthetical reference:

In 2008, Jones refuted this claim.

If you are citing a specific part of a document (e.g. a direct quotation, or a figure, chart or table), include the page number on which that information is found:

"These results clearly contradict those published in 2004 by the Smith lab." (Jones 2008, p. 56).

More than one author

If a document has two authors, include both surnames separated by "and". For works with three or more authors, include only the first author name, followed by "et al.":

... (Andrews and Gray 1995).

... (Gomez et al. 2003).

Multiple works by different authors

If you are citing several sources at once, list them in chronological order, or alphabetically if two or more works were published in the same year, and separate each one with a semicolon:

... (Samson 1963; Carter and Bowles 1975; Grimes 1975; Anderson et al. 1992).

Multiple works by the same author published in the same year

If you are citing two or more works written by the same author in the same year, add a designator (a, b, c...) to distinguish them. Use the same designators in the reference list:

... (Dubois 1976a; Dubois 1976b).

Dubois J. 1976a. Detection of trends in...

Dubois J. 1976b. Distribution patterns of...

Citing a secondary or indirect source

If you would like to cite a source that is cited in another document, it is always best to consult and then cite the original source. However, if you are unable to locate and verify the original source document, you must cite the secondary source while at the same time acknowledging the author of the original idea in both the in-text citation and end reference:

... (Rawls 1971, cited in Brown 2008)

Rawls J. 1971. A Theory of Justice. Cambridge (MA): Belknap Press. Cited in: Brown PG. 2008. The Commonwealth of Life: Economics for a Flourishing Earth. 2nd ed. Montreal (QC): Black Rose Books.

Mary-Beth Macdonald and Laurence G. Kaufman become Macdonald MB, Kaufman LG.

If the document has editors rather than authors, follow the names with a comma and “editor(s)”:

Macdonald MB, Kaufman LG, editors.

Organizations as authors

If the author of a document is an organization, corporation, government department, university, etc., use an abbreviated form of the organization in the in-text citation, by retaining the first letter of each word in the name, or some other recognized abbreviation:

... (FAO 2006).

Part 2: reference list

The reference list comes at the end of your paper and includes full bibliographic information for all of the sources cited in the text. The references are listed in alphabetical order by first author last name.

Components of references in the reference list

The following components, if available, are included when citing a source, in the following sequence:

Books and other monographs

Author(s) or Editor(s)

Year of publication

Title

Content or medium designator

Edition

Secondary author(s)

Place of Publication

Publisher

Pagination

Series

Journal and newspaper articles

Author(s)

Year of publication

Article title

Content or medium designator

Journal or newspaper title

Volume

Issue

Pagination

Author(s) or Editor(s)

List the last names and initials of the authors in the order in which they appear in the original document, and separate each one with a comma.

More than ten authors

Always include the names of the first ten authors. If there are more than ten, include the first ten author names only, followed by a comma and “et al.”

Secondary author(s)

Secondary authors include translators, illustrators, editors or producers, and may be included in the reference, in addition to the principal author(s), after the book title:

Marquez GG. 1988. Love in the time of cholera. Grossman E, translator. New York...

Organizations as authors

The full name of the organization must be identified in the reference list, but preceded by the abbreviation used in the text, in square brackets. Order the reference alphabetically by the full name, not the acronym:

[FAO] Food and Agriculture Organization of the United Nations. 2006. Gender and law: Women's rights in agriculture...

Title

Include both the title and subtitle, retaining the punctuation used in the original document. For books and journal article titles, capitalize only the first word, as well as proper nouns, acronyms and initials. All significant words in journal titles may be capitalized:

Book: Plant cell culture: essential methods
Journal: Canadian Journal of Animal Science

Content designator

Content designators describe the format of a document, and may be used to provide additional information with regards to the nature of a document (e.g. dissertations, theses, bibliographies, and certain types of journal articles such as editorials, letters to the editor, news, etc.). Content designators appear in square brackets directly after the title:

Bernier MH. 2009. Assessing on-farm water use efficiency in southern Ontario [thesis]. Montreal...

Medium designator

Medium designators indicate that the document is in a non-print format, such as “microfiche”, “CD-ROM”, or “Internet”. Medium designators are required and appear in square brackets directly after the title:

Gooderham CB. 1917. Bee diseases [microfiche]. Ottawa...

Place of publication and Publisher

The place of publication refers to the city where the publisher is located. This information is usually found on the title page of the book in question, or in the McGill catalogue record. If no place of publication can be found use the words [place unknown] in square brackets. If more than one city is listed, use only the first one that appears. Certain cities may stand alone (e.g. New York), but in order to avoid confusion, the country name may be written out or 2 letter ISO country code included (e.g. United Kingdom: GB). For Canadian or U.S. cities, the two letter province or state code may be included.

Pagination

If using only part of a published work (ie. a journal article, or a book chapter), indicate the pagination of the section you are referring to. Pagination is optional if you are referring to the entire work.

Series

If the document is part of a series, you must add the series title and volume number at the end of the entry.

Part 3: examples (print)

Journal article

Author(s). Year. Article title. Journal name. Volume(Issue): Pages.

Holmberg S, Osterholm M, Sanger K, Cohen M. 1987. Drug-resistant Salmonella from animals fed antimicrobials. *New England Journal of Medicine*. 311(2): 617-622.

Book

Author(s). Year. Book Title. Edition. Place of Publication: Publisher.

Carson R. 1962. *Silent spring*. Boston (MA): Houghton Mifflin.

Chapter in a book

Author(s). Year. Chapter title. In: Book title. Edition. Place of Publication: Publisher. p. Pages of the chapter.

Carson R. 1962. Earth's green mantle. In: *Silent spring*. Boston (MA): Houghton Mifflin. p. 63-83.

Edited book

Editor name(s), editors. Year. Book title. Edition. Place of Publication: Publisher.

Springate-Baginski O, Blaikie P, editors. 2007. *Forests, people and power: the political ecology of reform in South Asia*. London (GB): Earthscan.

Chapter or article in an edited book

Author(s) of the part. Year. Chapter title. In: Editor name(s), editors. Book title. Edition. Place of Publication: Publisher. p. Pages of the chapter.

Banerjee A. 2007. Joint forest management in West Bengal. In: Springate-Baginski O, Blaikie P, editors. *Forests, people and power: the political ecology of reform in South Asia*. London (GB): Earthscan. p. 221-260.

Article in a dictionary or encyclopedia

Cite as you would an article in an edited book; if the author of the part is not specified, the editor assumes the place of the author.

Book in a series

Author(s). Year. Book Title. Edition. Place of Publication: Publisher. (Series title; vol. #)

Tegos G, Mylonakis E, editors. 2012. *Antimicrobial drug discovery: emerging strategies*. Wallingford, Oxfordshire (GB): CABI. (Advances in molecular and cellular microbiology; vol.22).

Thesis or dissertation

Author(s). Year. Title [content designator]. [Place of Publication]: Publisher (often a university).

Bernier MH. 2009. Assessing on-farm water use efficiency in southern Ontario [thesis]. [Montreal (QC)]: McGill University.

Conference papers or proceedings

Author(s). Year. Title of paper. In: Editor name(s),

editors. Title of Volume. Number and name of conference; date of conference; location of conference. Place of publication: Publisher. p. Pages.

Clarke A, Crame JA. 2003. Importance of historical processes in global patterns of diversity. In: Blackburn TM, Gaston KJ, editors. Macroecology: concepts and consequences. Proceedings of the 43rd annual symposium of the British Ecological Society; 2002 Apr 17-19; Birmingham. Malden (MA): Blackwell. p. 130-152.

Part 4: examples (electronic)

The proliferation of electronic information has introduced new challenges, as documents can exist in several different formats. Electronic sources are cited in the same way as their print counterparts, with some internet-specific items added: a medium designator (see description above), the date the document was last modified or updated (if available), the date cited, and the document URL or DOI (digital object identifier)

Opinions differ on how best to cite electronic journal articles. Generally, an electronic article based on a print source, in PDF format, is considered unalterable and is cited like a print article would be. Electronic articles in html or text format could easily be altered or exist in several versions, and should be cited respecting the rules for websites and other electronic documents.

When viewing journal articles online, the links that appear in your browser's address box may be temporary and will no longer work after a few days. Many databases and publishers will provide a permanent or persistent link, or, look for the article's DOI (digital object identifier), which is often listed along with the rest of the citation information.

Electronic article in PDF format

Articles in pdf format, based on a print source, can be cited like a print journal article (example in Part 3).

Electronic article in HTML or text format

Author(s). Year. Article title. Journal name [medium designator]. [date updated; date cited]; Volume(Issue): Pages (*if available*). Available from: URL or DOI

Woolf D, Amonette JE, Street-Perrott FA, Lehmann J, Joseph S. 2010. Sustainable biochar to mitigate global climate change. Nature Communications [Internet]. [cited 2010 Aug 18]; 1(Art. 56). Available from: <http://www.nature.com/ncomms/journal/v1/n5/full/ncomms1053.html>

Electronic book

Author(s) or Editor(s). Year. Book Title [medium designator]. Edition. Place of Publication: Publisher; [date updated; date cited]. Available from: URL

Watson RR, Preedy VR, editors. 2010. Bioactive foods in promoting health: fruits and vegetables [Internet]. Amsterdam: Academic Press; [cited 2010 Apr 22]. Available from: www.sciencedirect.com/science/book/9780123746283

Article in an electronic dictionary or encyclopedia

Cite as you would an article in an electronic book

Allaby M, editor. 2006. photosynthesis. In: Dictionary of Plant Sciences [Internet]. Rev. ed. Oxford: Oxford University Press; [cited 2010 Aug 31]. Available from: www.oxfordreference.com/views/ENTRY.html?subview=Main&entry=t7.e5147

Website

Title of website [medium designator]. Date of publication. Place of publication: Publisher; [date updated; date cited]. Available from: URL

Electronic Factbook [Internet]. 2007. Montreal (QC): McGill University; [updated 2007 Mar 30; cited 2013 Jan 11]. Available from: <http://www.is.mcgill.ca/upo/factbook/index-upo.htm>

Online document

Author(s). Date of publication. Title [medium designator]. Edition. Place of publication: Publisher; [date updated; date cited]. Available from: URL

Kruse JS. 2007. Framework for sustainable soil management: literature review and synthesis [Internet]. Ankeny (IA): Soil and Water Conservation Society; [cited 2008 Aug 3]. Available from: <http://www.swcs.org/documents/filelibrary/BeyondLiteraturereview.pdf>