

## **Guidelines for submitting and writing collaborations**

The main objective of the magazine/journal is scientific and technological disclosure, with a quarterly periodicity and published in electronic format through the website of the institution <http://reaxion.utleon.edu.mx/>

### **The knowledge areas focused on structuring the magazine are:**

1. Physics and Mathematics and Earth Sciences
2. Biology and Chemistry
3. Humanities and Behavioral Sciences
4. Social Sciences and Economics
5. Engineering Sciences
6. Multidisciplinary Research

The magazine Reaxión is a newsletter of Science and Technology University that aims to contribute to the development of the training areas, scientific and technological, and academic debate favoring the production of new knowledge to create a space for diffusion, reflection and criticism, in our environment.

### **Opinion and Arbitration**

All articles and papers will undergo a peer opinion. The opinion and the arbitration paper are final.

### **Exclusividad**

All papers must be original and unpublished, sending declaration of originality and failure to appear in parallel to other publications. Take the responsibility if caught falsifying data and lack of authenticity in the publication.

### **Copyright**

The magazine acquires the property rights of the articles only to diffusion without any profit motive.

### **General format**

1. Title of collaboration, maximum 15 words. I should represent the content of the article and allow the reader to be addressing the specific context.
2. Made in Microsoft Word for Windows or RTF (Rich Text Format).
3. Typography. Arial, 12 points. Single spaced. Left justified. Margins 3cm. (left, top, bottom, right).
4. No papers will be accepted in capitals.

5. It may include graphics (maps, illustrations, figures, tables, etc.), indicating the right paragraph that correspond.

### **The characteristics of the graphs are:**

- As attachments in an electronic folder.
- Include the title (such as name Figure 1. ext)
- Ordinal Numbers
- Resolution of 225 pixels per inch
- Images should be formatted jpg, tif or eps with a minimum of 225 pixels per inch.
- Images must be original or creative common license (Royalty Free) guidelines referring ISO 690
- Notes should be at the end of the collaboration

All contributions should be send by email to the following address:

[comiterevista@utleon.edu.mx](mailto:comiterevista@utleon.edu.mx)

### **Types of writing:**

#### **Diclosure**

1. **Disclosure articles:** These are works that are disclosed in general or partial results of an investigation, subject to a research area.
2. **Disclosure products:** These are works that indicate the methodological sequence of a general or a partial research.
3. **Synthesis of activities on internship experiences:** These are Works that show the contributions made by the students to a specific company, with relevance to some of the research.
4. **Case study:** Results of a case applied in the community and / or in the university in connection with some research area and through which we can reach a meaningful conclusion to our university.

#### **Elements**

1. **Title** maximum 15 words.
2. **Author.** - Name (s), discipline area, academic institution, e-mail address of author (s).
3. **Keywords.** - Minimum 3 and maximum 5.
4. **Summary.** - Approximately 100 to 150 words, placed after the title of the article. Must contain concise information main results, methods and conclusions.
5. **Abstract.** - The English translation of the abstract is the responsibility of the author.

**6. Structure desirable:**

- a. Introduction
- b. Target
- c. Problem Statement
- d. Working method
- e. Results
- f. Discussion
- g. Conclusions

**7. Citations and References.** - Preferably in the last 5 years should follow the format ISO 690 and go to the end of the collaboration.

**8. Letters.**- Should be as concise as possible and be numbered consecutively, footnotes.

**9. Extension.**- of minimum 4 pages, maximum 10 pages

**Information:**

1. **News:** The main purpose is to report on an event as short and direct as possible. Therefore, the author's purpose should be only to inform and present information predominantly with facts, clear language and in a neutral tone.
2. **Review:** It is an oral or written opinion of a critic in a work, justified by facts specific incidents (passages) of the piece in question. The review should not be confused with a report. A report is quite comprehensive.
3. **Interview:** It is a dialogue form therefore it is written as spoken language, the questions should be simple and not rhetorical. Consequently, the author's purpose should be to report only what the interviewee authorizes, in a clear language and tone that the interviewee gives to their answers.
4. **Chronicle:** Genre is closer to literary tale, except that literature is fiction and chronicle narrates facts of reality. It is a testimony. Thus, the author's purpose is to provide information, especially information that presents facts, but also uses inferences and opinions, subjective language, in the tone that the subject requires.

**Elements**

**1. News:**

- Maximum length 1 page.
- Contents: Report on educational events taking place within the university environment.
- It is subject to correction and style

**2. Review:**

- Extension of 1-3 pages.

- Content: Critical reviews of textbooks, popular science and literature that contribute to the integral formation of the students will be accepted. (Copyright acknowledged).
- It is subject to correction and style.

**3. Interview:**

- Extension of 2-3 pages.
- Content: We will accept personal interviews or group to whom (s), hereby, to report the results of research and educational work.
- It is subject to correction and style.

**4. Cronicle:**

- Extension of 1-3 pages.
- Contents: chronic will be accepted with the following themes: educational practice trips, educational experiences in other cities or abroad.
- It is subject to correction and style.

**Note:** In case a submitted article exceeded the specified length limit, it would be reviewed for acceptance by the Editorial Board.