# Instructions to authors ITECKNE Journal

In order to increase the international visibility and citation of the authors and the journal, *ITECKNE* recommends that authors submit their papers in English.

# **GENERAL INSTRUCTIONS**

- Articles should be sent through the Open Journal System manager (OJS) of the library of Santo Tomas University, Bucaramanga (Login via http://revistas.ustabuca.edu.co/) where the authors must register. Every article submitted for publication must be original and unpublished, and cannot be submitted for simultaneous publication in other journals.
- For the presentation of the article before *ITECKNE* Journal, the author should send: an INTRODUCTORY LETTER of the article, duly completed and signed by each of the authors; manuscript of the article, fully adjusted to the ARTICLE FORMAT OF *ITECKNE*. The *ITECKNE* INTRODUCTORY LETTER FORMAT AND ARTICLE FORMAT are available in the *Iteckne* Journal Website (http://www.ustabuca.edu.co/ustabmanga/revista-iteckne).
- Only if the article is accepted for publication, *ITECKNE* Journal will ask the authors for ownership of the copyright of their article so it can be reproduced, published, edited, set, communicated and transmitted publicly in any form or medium, as well as distributed in the number of copies necessary and publicly communicated in each of its forms, including its making available to the public through electronic, optical or other technological means, for exclusively scientific, cultural, media and non-profit purposes; through a COPYRIGHT ASSIGNMENT form to be sent by the editorial committee.

# **ARBITRATION**

- 1. Upon receipt of each article, the editorial coordination registers it sequentially in a systematized list of items received.
- 2. The Editorial Board makes an initial assessment, after which the work may be rejected without further evaluation or accepted for evaluation by external academic peers. Therefore, the authors are not guaranteed the immediate publication of said article. The decision to reject a paper is final and cannot be appealed.
- 3. Papers may be rejected at this initial evaluation because they do not meet the requirements of writing, presentation or structure, outlined in the *ITECKNE* INSTRUCTIONS TO AUTHORS and ARTICLE FORMAT or are not sufficiently original and / or relevant to the publication.
- 4. Papers accepted at this early stage, go through "double blind" evaluation; the articles are sent to external academic peers (referees) expert in their respective areas, whose identities will not be known to the author, and in turn, peer reviewers will not know the identity of author(s) either.
- 5. As the results of the assessment by the referees are received, the Editorial Committee defines the response on the evaluation of the article and communicates any of the following:
  - Accepted for publication without modification: the article is published as received and only spelling and style
    corrections will be made.
  - Accepted for publication with minor revisions: the paper will be published once the authors make minor corrections suggested by the reviewers. These are reviewed by the editorial board, who will decide if they are accepted or not.
  - Further corrections should be made: The article must be corrected both in content and form according to the suggestions made by the reviewers. Once these are made, the item will be resubmitted for consideration by evaluators who will decide whether the suggested corrections were addressed properly. The Editorial Committee will conduct a verification of compliance and will make a final decision on publication.
  - Rejected: The article is rejected.
- 6. If the work is accepted, but with the recommendation to make changes, the recommendations by the referees will be sent to the author(s) so that they may prepare a new revised version for which they have the time indicated by the Editorial Board –no longer than 15 calendar days. Authors should submit the corrected version together with the ITECKNE CHANGE CONTROL FOR ITEMS FORMAT sent by the Committee, in which the changes made in accordance with the advice received should be explained in detail; additionally authors should highlight in the text the changes made. The

Instructions to the authors, ITECKNE Journal 153

Editorial Committee will determine its acceptance, considering the concept by the referees and the corrections made by the author(s).

- 7. In all cases the results of the evaluation process together with the arguments that support the decision of the Editorial Board and / or the Arbitration Committee shall be communicated to the authors.
- 8. The members of the Editorial Committee and Arbitration Committee shall not assess their own products, in the eventual case that they were authors of the same publication.
- 9. Unpublished papers will be archived as rejected items or under acceptance process.
- 10. The direction of *ITECKNE* Journal is not responsible for the content of the articles or for their publication in other media. The content of each item is the sole responsibility of its author(s) and does not bind the University.

# FORMAT FOR SUBMISSION OF ARTICLES

Authors should fully adjust the work to the *ITECKNE* ARTICLE FORMAT available on the website of *Iteckne* Journal (http://www.ustabuca.edu.co/ustabmanga/revista-iteckne).

- The maximum length of the articles is 15 single-spaced, letter size pages, in Spanish or English, including the summary (maximum 150 words) in Spanish (RESUMEN), and English (ABSTRACT) and keywords also in Spanish (Palabras Clave) and English (Keywords). Articles must NOT be lecture notes and in the case of a translation or use of material protected by "Intellectual Property Rights", they must have the appropriate authorizations from the authors.
- The document must contain the following sections: Title in Spanish, Title in English, Author(s), Summary in Spanish, Keywords in Spanish, Abstract in English, Keywords in English, Introduction, Contents of the paper, Conclusions, Appendices, Acknowledgements (optional) and References.
- The document must be sent in a single column in letter size paper with 20 mm top and bottom and 25 mm left and right 25 mm margins.
- The design of header and footer should be within 1 cm of the page.
- The content of the document must be typed in single space, leaving a line whenever a new paragraph begins.
- The text of the article content should be typed in Arial 10 font.
- The numbering of the document will start according to the nomenclature shown in ITECKNE ARTICLE FORMAT from the
  introduction to the document's conclusions. Acknowledgments, appendices and references are not considered numbered
  sections of the document.
- · Tables, figures, graphs, and equations should be placed in their right place within the body of the article.
- Tables should be numbered consecutively with Roman numerals and referenced within the text as Table # (i.e. Table I); the title should be written in capital letters, in the upper part of the body of the table with central tabulation, in Arial 8 font; the contents of the table in Arial 7 font. No tables inserted as graphic objects will be accepted.
- Figures should be numbered consecutively with Arabic numerals and referenced within the text using the abbreviation "Fig. # "(i.e. Fig. 1). The titles of the figures must be written in capital letters, in the upper part of the figure with central tabulation, in Arial 8 font.
- Figures, photographs and images included should be inserted in the body of the article and additionally sent in separate files, including the corresponding figure number (i.e. Figure 1. jpg), in order to facilitate the layout process of magazine.
- Equations should be clear, preferably written in the Word equation editor in Arial 10 font, no equations inserted as graphic objects will be accepted.
- Only standard abbreviations and symbols should be used, avoiding their use in the title and abstract. The full term represented by the abbreviation should precede it.
- The vignette used for special signaling will be the point in Symbol 8 font.
- References should be included within the text; according to IEEE editorial style manual 2015, these should be written
  in square brackets and the punctuation of the sentence where the reference is written should appear out of individual
  brackets separated by commas, (i.e. as indicated by Brown [4], [5], as mentioned previously [2], [4] [7]. Smith [4] and

Brown and Jones [5]; Wood *et al.* [7]). Note: "et al." should be used when there are more than three authors). Do not use the word "reference" or its abbreviation "ref."

 The references located at the end of the document (at least 15), also in IEEE format of the IEEE editorial style manual 2015, must be numbered consecutively in order of appearance in the document and in the following format:

#### **Journals**

#### **Basic format:**

[1] Initials of the name(s) of author(s). Author's last name, "Name of article, "Title of the journal abbreviated, vol. x, no. x, p. xxx-xxx, month name abbreviated. Year.

#### **Examples:**

- [1] R.E. Kalman, "New results in linear filtering and prediction theory, "J. Basic Eng., ser. D, vol. 83, p. 95-108, Mar. 1961.
- [2] J.U. Buncombe, "Infrared navigation-Part I: Theory," IEEE Trans. Aerosp. Electron. Syst., Vol. AES-4, no. 3, p.352-377, Sep. (1944).
- [3] \_\_\_\_\_, "Infrared navigation-Part II: An assessment of Feasibility, "IEEE Trans. Aerosp. Electron. Syst., Vol.AES-4, no. 4 p. 588-613, Nov. 1944.
- [4] H. Eriksson and P.E. Danielsson, "Two problems on Boolean memories," IEEE Trans. Electron. Devices, vol. ED-11, no. 1 p. 32-33, Jan. 1959.

#### **Books**

#### **Basic format**

[1] Initials of the name(s) of author(s). Author's last name, "chapter title in the book," in Book title, Number of edition. City of publication, Country; if it is not US, Abbreviated name of publisher, year, chapter No, section No. p. xxx-xxx.

# Examples

- [1] B. Klaus and P. Horn, Robot Vision. Cambridge, MA: MIT Press, 1986.
- [2] L. Stein, "Random patterns," in Computers and You, J.S. Brake, New York Ed: Wiley, 1994, p.55-70.
- [3] R.L. Myer, "Parametric oscillators and nonlinear materials," in Nonlinear Optics, Vol.4, P.G. Harper and B.S. Wherret, Eds. San Francisco, CA: Academic, 1977, p. 47-160.
- [4] M. Abramowitz and I.A. Stegun, Eds., Handbook of Mathematical Functions (Applied Mathematics Series 55). Washington, DC: NBS, 1964, p. 32-33.
- [5] E.F. Moore, "Gedanken-experiments on sequential machines," in Automata Studies (Ann. Of Mathematical Studies, no.1), C.E. Shannon and J. McCarthy, Eds. Princeton, NJ: Princeton Univ. Press, 1965, p. 129-153.
- [6] Westinghouse Electric Corporation (Staff of Technology and Science, Aerospace Div.), Integrated Electronic Systems. Englewood Cliffs, NJ: Prentice-Hall, 1970.
- [7] M. Gorkii, "Optimal design," Dokl.Akad. Nauk SSSR, vol. 12, p.111-122, 1961 (Transl.: in L. Pontryagin, Ed., The Mathematical Theory of Optimal Processes. New York: Interscience, 1962, ch. 2 sec. 3, p. 127-135).
- [8] G.O. Young, "Synthetic structure of the industrial plastics," in Plastics, vol.3, Polymers of Hexadromicon, J. Peters, Ed., 2nd ed. New York: McGraw-Hill, 1964, p. 15-64.

# Papers presented at conferences

## **Basic format:**

[1] Initials of the name(s) of author(s). Author's last name, "Title of paper," presented at the congress name abbreviated, City of the congress, Country, month name abbreviated, Year.

### **Examples**

- [1] M. Mayer, Presented at the 4th Cong. Permanent Magnets, Grenoble, France, Mar. 1995.
- [2] J.G. Kreifeldt, "An analysis of surface-detected EMG as an amplitude-modulated noise," presented at the 1989 Int. Conf. Medicine and Biological Engineering, Chicago, IL.
- [3] G.W. Juette and L.E. Zeffanella, "Radio noise currents on short sections on bundle conductors," presented at the IEEE Summer Power Meeting, Dallas, TX, June 22-27, 1990, Paper 90 SM 690-0 PWRs.\*\*\* PES Papers For years prior to 1997, all Power papers were presented at a conference.\*\*\*
- [4] J. Arrillaga and B. Giessner, "Limitation of short-circuit levels by means of HVDC links," presented at the IEEE Summer Power Meeting, Los Angeles, CA, July 12-17, 1990, Paper 70 CP 637. \*\*\*Preprints are available before the conference from the IEEE Customer Services Department, at the conference from Paper Sales, and after the conference from ASK\*IEEE\*\*

Instructions to the authors, ITECKNE Journal

# **Thesis**

# **Basic format**

[1] Initials of the name(s) of author(s). Author's last name, "Title of the thesis", type of thesis: (Master's, PhD) Thesis, Abbreviated name of the department, faculty or research center, Abbreviated name of the University, City of the University, Country, Year.

- [2] J.O. Williams, "Narrow-band analyzer," PhD dissertation, Dept. Elect. Eng., Harvard Univ., Cambridge, MA, 1993.
- [3] N. Kawasaki, "Parametric study of thermal and chemical non-equilibrium nozzle flow," M Sc. thesis, Dept. Electron. Eng., Osaka Univ., Osaka, Japan, 1993.
- [4] N. M. Amer, "The effects of homogeneous magnetic fields on developments of tribolium confusum," PhD dissertation, Radiation Lab., Univ. California, Berkeley, Tech. Rep. 16854, 1995. \*\*\* The state abbreviation is omitted if the name of the university includes the state name, i.e., "Univ. California, Berkeley," \*\*\*
- [5] C. Becle, PhD Dissertation, Univ. Grenoble, Grenoble, France, 1968.