How to send a a paper to the journal

Sistema revistas-UdeA



¡IMPORTANT! ¡IMPORTANT! ¡IMPORTANT! ¡IMPORTANT! ¡IMPORTANT!

Before uploading your paper to the journal's OJS platform, you must first send it via email to the editor of the corresponding section:

ANIMAL SCIENCE: Jorge Agudelo, AnSc, PhD: revistaedianimal@udea.edu.co

VETERINARY MEDICINE: Nathalia Correa, DVM, DrSc: revistaedivet@udea.edu.co

ACUACULTURE: Carlos Marín, Biol, DrSc: revistaediaqua@udea.edu.co

1. Once instructed by the section editor, you will be able to upload your manuscript by entering the journal with your username and password. If you do not have one, click on the **Register** tab on the right side of the upper banner. If you already have a username and password, press **Login.**

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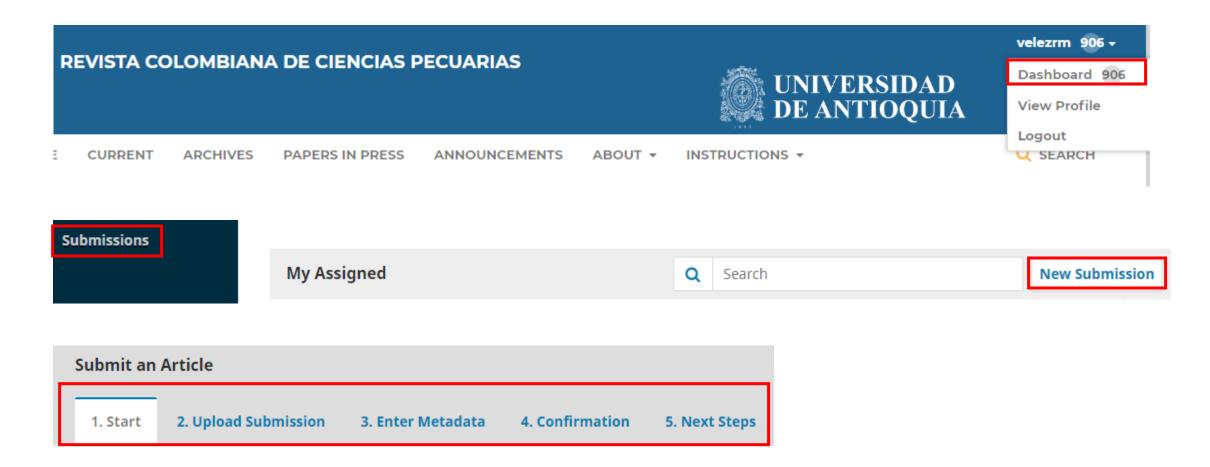


2. To register, you must complete the form and click on **Register**. Once registered, enter the email associated with your account and follow the instructions.



Login		
Email *		
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Repeat password *		
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Yes, I agree to have my data c	ollected and stored according to the privacy statemen	nt.
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3. Once logged into your account, click on **Dashboard** and then on **New Submission**. A series of five steps will appear.



4. In the first step (**Start**), fill in the fields with the requested information.

Section Original research articles Articles must be submitted to one of the journal's sections. *

Section Policy

Manuscripts should not exceed the following (spaces included): 30.000 characters. Must be written in English.

Submission Requirements

You must read and acknowledge that you've completed the requirements below before proceeding.



AUTHOR AGREEMENT

Authors are required to fill, sign, and submit the form titled "Author Agreement" along with the manuscript.

It is acceptable to submit a packet of several independent forms that include the total of authors (e.g. if authors are at different locations they can sign separate forms).

- Types of articles and maximum length (spaces included): Original Research Articles (30.000 characters) Short Communications (10.000 characters) Literature Reviews (40.000 characters) Clinical Cases and Case Studies (15.000 characters) Letters to the Editor (5.000 characters) Book Reviews (5.000 characters)
- Files. Three manuscript files in MS Word: A manuscript with names of authors. An ANONIMOUS manuscript The Author Agreement (signed)
- Title, Abstract (<350 words; bolded subtitles), and Keywords (>8): in English, Spanish, and Portuguese.

4.1. After filling in the information, click on **Save and continue**.

Submit As *

Submit in any of the following roles if you would like to be able to edit and publish this submission yourself: Journal manager

O Journal manager

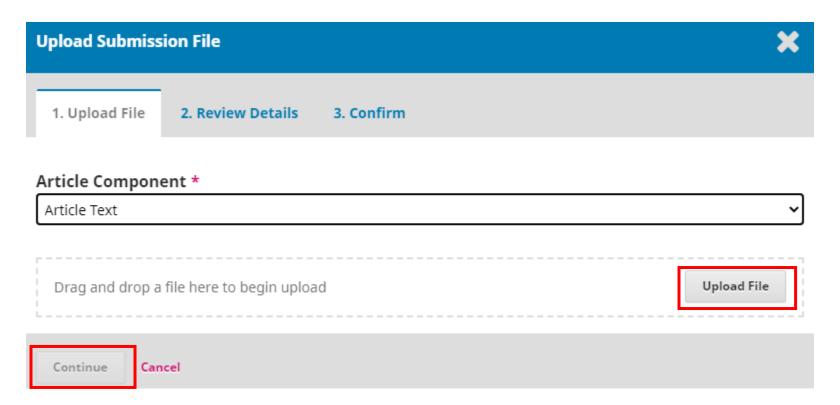
Author

Yes, I agree to have my data collected and stored according to the <u>privacy statement</u>.

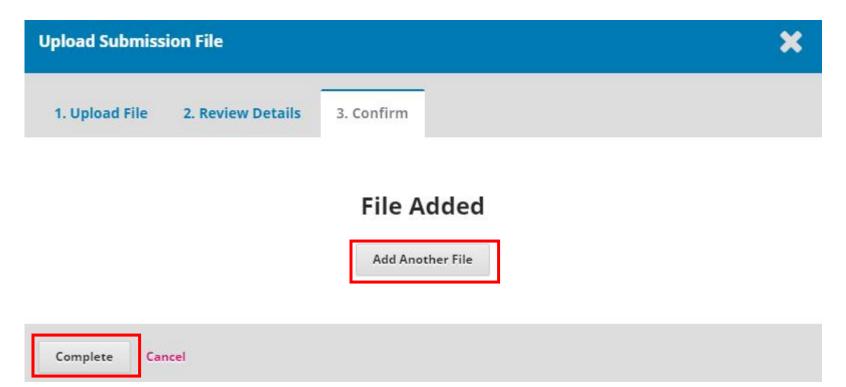
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5. In **Article Component**, select **Article Text** to upload your manuscript file, or **Other** to upload a different type of file. After this, upload the documents by clicking on **Upload file**; then click on **Continue**.



5.1. Additional files are uploaded by clicking on **Add Another File**. You can finish uploading by pressing **Complete**.



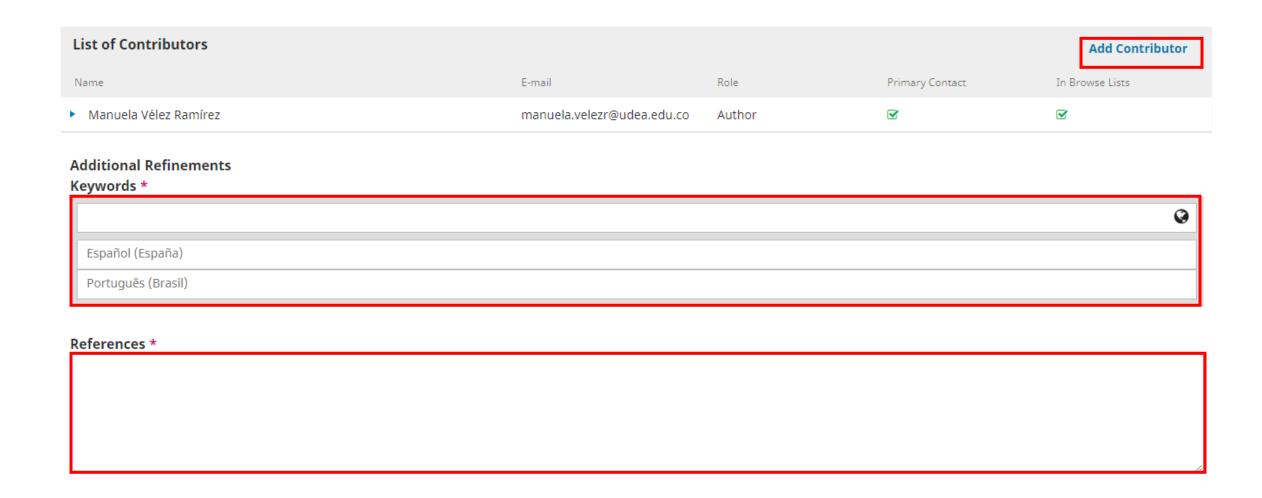
5.2. To complete the process, click on **Save and continue.**



Save and continue Cancel

6. The third step is to fill in the metadata of the manuscript. Please make sure you fill in the correct information. At the end, click on **Save and continue.**





Save and continue

Cancel

7. The fourth step is to confirm the metadata. Once the information provided has been verified, click on **Finish Submission**.

Your submission has been uploaded and is ready to be sent. You may go back to review and adjust any of the information you have entered before continuing. When you are ready, click "Finish Submission".

Finish Submission

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