*Type of manuscript: scientific article, technical note, bibliographic review*

**Article title\***

**Title in English *(or Spanish, in case the work is completely in English)***

Name(s) Surname-Surname[[1]](#footnote-1), Name(s) Surname-Surname[[2]](#footnote-2), Name(s) Surname-Surname[[3]](#footnote-3) (number of authors should not be greater than six, indicate the author in the footer for correspondence)

**Abstract**

It must be understood without the need to read the entire work, the maximum size will be 300 words, Arial font, font size 11, spacing 1.5 and in a single paragraph. Do not include references or bibliographical citations, figures or tables. Acronyms or abbreviations with their meaning in parentheses, avoid their excessive use. It has a rigid format that must be followed, which is detailed below. Bibliographic reviews do not include the materials and methods and results sections. In this type of publication, the sections included are **Introduction, Objective, Development, and Conclusions.** To integrate the article to be submitted, the authors must delate this paragraph.

**Introduction.** It must be a short phrase that justifies the investigation. **Objective.** Identical to the one indicated in the introduction. **Materials and methods.** Indicate the site of the event, place, country, period of execution, methodological summary used with design, variables, materials and analysis. **Results.** Include only the main results obtained. **Conclusions.** Responds to the objective of the work, should not leave the interpretation of the information to the reader.

**Key words:** A minimum of four keywords must be included, compound words are allowed and they must not appear in the title. The objective is its use in indexing and selection of bibliographic information. For reference, see the AGROVOC Thesaurus of the FAO (<http://www.fao.org/aims/ag_intro.htm?searchtext=>) and the agricultural thesaurus of the National Agricultural Library of the United States Department of Agriculture (<http://agclass.nal.usda.gov/>). Do not include general words such as: yield, variables, plant, differentiation, tropics, crops, etc.

**Resumen**

English translation of the abstract.

**Palabras clave:** English translation of the abstract keywords.

The section titles included in this template are for documents registered as articles. Review manuscripts and other types of reports have a more flexible structure (Introduction, sections to include, conclusions, and references). To integrate the article to be submitted, the authors must eliminate this paragraph and start from the introduction.

**Introduction**

Clearly indicates and justifies the importance of the topic. Includes relevant antecedents with the proposed objective. All information must be supported with bibliographic citations (see references). Any mention of plant or animal species must include its scientific name in italics and also indicate its biological classification. The length of the introduction should not exceed 1000 words. Tables and figures should not be used and ends with the identical objective to that presented in the abstract.

**Materials and methods**

It has to answer the where? When? And how was the research carried out? It must be reproducible. It must include the place, institution, city, period and time where the work was carried out, scientific name and description of varieties or breeds used. The handling of the experiment design, treatments, repetitions per treatment, experimental unit, variables evaluated and their precision must be described. Specifications of equipment of equipment and materials (does not include trademarks, but their characteristics). It must indicate the methods used to measure the variables and include a description of the scales used. Support the methods with bibliographic citations or criteria used. The measures and units of the variables according to the International System of Units. Describe in detail the statistical analysis of the data, probability of error and software used.

**Results.**

It answers the what happened? It must be consistent with the objective of the investigation. Tables and figures must be cited in the text. It should not repeat/duplicate the information in tables and figures and should not include illustrative figures. Do not start paragraphs or sentences mentioning the box, use them as support and reference. Describe the main results of the tables and figures, so that interpretation is not left to the reader, but without duplicating information. Do not include tables with analysis of variance, the information obtained from the analysis of variance is described in the text. Bibliographic citations are also not included in the description of the results and do not discuss the results.

**Tables and figures**

They must appear immediately after the paragraph where they are mentioned. In the tables, do not use the Anglicism table. Figures correspond to graphs, diagrams, illustrations, and photographs. The titles of tables and figures must explain their content without having to resort to the text, they must also include the site and experimental period and do not include abbreviations (these must be in parentheses). Do not include the titles within the tables or figures. The title font should be arial size 11, space and a half. Tables and figures cannot exceed one page in length, titles, and footers are included in the length. The titles and feet must be written in Spanish and English. The content table, the figures, and the captions font must be arial, minimum size 10 with single spacing. All types of abbreviations included in the body of the table or in a figure must be clarified at the bottom of the table or figure. The minimum resolution of the figures must be 250 dpi and pixelated figures are not allowed. In cases where its possible and they were prepared in software compatible with Microsoft Word, they must be inserted in such a way that they are editable. Illustrative figures should not be included. The figures must be sent in a separate file, with a minimum resolution of 250 dpi and in JPG, EPS, or TIFF format.

**Discussion**

It answers the why did it happen? Analyze the information obtained and have a logical order with respect to the results. It explains the meaning of the results, it must go beyond the mere comparison of the findings in the study with other similar studies. The meaning of the results is supported with pertinent and recent literature on the subject. It clarifies the limitations within which the experiment was carried out and develops the unexpected or contradictory results. Do not include literature review of the justification of the work, which must be located in the introduction, nor repeat the description of the results. Follow-up studies related to what was obtained in the investigation can be proposed. It is not accepted to propose commercial recommendations based on a very specific job.

**Conclusions**

It responds to the objective of the investigation. Must be redacted in an informative, brief, concise, and precise way, highlighting the specific contributions to knowledge according to the results of the study (but without repeating them) and indicating the evidence that supports each of them. It is not allowed to summarize results, nor to present a repetition of what was developed in the work. Numbers are not written nor are abbreviations or acronyms used (such as PS, CIC, PMP, etc.) but rather complete terms.

**Acknowledgement**

Included as recognition will be: people or institutions that financed, advised or assisted the research. The named will be written in full. Regarding people, the institution to which they belong should also be indicated, as well as the manner and extent to which they have collaborated.

**Interests conflict**

**References**

The citation regulation is APA 7th ed. References must not exceed 10 years old. Each reference must be separated by a space from each other. List of authors are written maintaining the format of last name (s), initials of the name (s) (Ex: Pérez Ruíz, A.G.) and using a comma to separate the initials of an author from the names of additional authors, even when there are only two authors. Add & before the final author (Ex: Hernández-Herrera, A. L., & Solano Zúñiga, P.). The surnames and initials of the names of up to 20 authors are indicated. If there are more than 20 authors, 19 are included followed by a comma, three ellipses and the last name and initials of the last author. Initials of the names are spaced between them, and the author’s name is written exactly as it appears in the published work, including last names with or without hyphens. In the case of corporate authors or institutional authors, the full name is required, without an acronym. In text it can be used from the second time as long as it has its duty specified acronym. The publication date is in parentheses, followed by a dot.

Unpublished works are not accepted as references and indirect citations are not allowed. Web page citations include a retrieval date only if the work is not archived and is designed to change over time, so the date does not have a year on it. Title of works that are part of a set (magazine, edited book chapter, conferences in reports, newspapers, etc.) does not go in italics, in independent works the title does go in italics. The use of capital letters in the titles is idiomatic. For book and report references, include edition information, report numbers, and volume numbers in parentheses. Everything after the title, with no period between the title and the parasynthetic information, it is not in italics. The items between parentheses are separated by commas. If software must be cited, the version must be included. In independent works the source is the publisher of the work, the database, the website, plus the DOI or URL if they exist.

Format examples of the most common references:

**Personal communication**

Cited only, not included in references.

Citation.

Parasynthetic: (C. C. Sandoval, personal communication, March 12, 2020).

Narrative: Sandoval (personal communication, March 12, 2020)

**Journal article**

DOI or URL of the journal is included

Citation.

Parasynthetic: (Gomes Rocha Sobrinho et al., 2016).

Narrative: Gomes Rocha Sobrinho et al. (2016)

Reference

Gomes Rocha Sobrinho, G., Brito Rodrigue, G., Santos, A., Cintra de Jesus Junior, W., & Silva de Novaes, Q. (2016). Effect of potassium phosphite on the growth and mycelial density of Fusarium solani of maracujazeiro. *Summa Phytopathologica, 42*(2), 180–182. <https://doi.org/10.1590/0100-5405/2139>

**Books**

Citation.

Parasynthetic: (Agrios, 2005; Kesharwani, 2020).

NarrativE: Agrios (2005) y Kesharwani (2020).

Reference

Agrios, G. (2005). *Plant pathology* (5th ed.) Elsevier Academic Press.

Kesharwani, P. (Ed.). (2020*). Nanotechnology based approaches for tuberculosis treatment*. Academic Press.

**Edited book chapter**

Citation.

Parasynthetic: (Aron et al., 2019; Dillard, 2020).

Narrative: Aron et al. (2019) and Dillard (2020)

References

Aron, L., Botella, M., & Lubart, T. (2019). Culinary arts: Talent and their development. In R. F. Subotnik, P. Olszewski-Kubilius, & F. C. Worrell (Eds.), *The psychology of high performance: Developing human potential into domain-specific talent* (pp. 345–359). American Psychological Association. https://doi.org/10.1037/0000120-016

Dillard, J.P. (2020). Currents in the study of persuasion. In M. B. Oliver, A. A. Raney, & J. Bryant (Eds.), *Media effects: Advances in theory and research* (4th ed., pp. 115–129). Routledge.

**Documents with corporate authors**

Citation.

Parasynthetic: (Instituto del Café de Costa Rica [ICAFE], 2021; Executive Secretariat for Agricultural Sector Planning [SEPSA], 2022).

Narrative: Costa Rican Coffee Institute (ICAFE, 2021) and the Executive Secretariat for Agricultural Sector Planning (SEPSA, 2022).

Reference

Costa Rican Coffee Institute. (2021). *Report on the coffee activity in Costa Rica*. <https://bit.ly/3EaZI44>

Executive Secretariat for Agricultural Sector Planning. (2022). *Agricultural Statistical Bulletin No 32. Chronological Series 2018-2021*. <http://www.sepsa.go.cr/productos_BEA.html>

**Presentation at conferences (abstract - video)**

Citation.

Parasynthetic: (Cacioppo, 2019).

Narrative: Cacioppo (2019).

Reference

Cacioppo, S. (2019, April 25–28). *Evolutionary theory of social connections: Past, present, and future* [Conference presentation abstract]. Ninety-ninth annual convention of the Western Psychological Association, Pasadena, CA, United States. <https://westernpsych.org/wp-content/uploads/2019/04/WPA-Program-2019-Final-2.pdf>

**Proceedings and conference proceedings**

Citation.

Parasynthetic: (Duckworth et al., 2019; Kushilevitz & Malkin, 2016).

Narrative: Duckworth et al. (2019), Kushilevitz and Malkin (2016).

Reference

Duckworth, A.L., Quirk, A., Gallop, R., Hoyle, R.H., Kelly, D.R., & Matthews, M.D. (2019). Cognitive and noncognitive predictors of success. *Proceedings of the National Academy of Sciences, 116*(47), 23499–23504. <https://doi.org/10.1073/pnas.1910510116>

Kushilevitz, E., & Malkin, T. (Eds.). (2016). *Lecture notes in computer science: Theory of cryptography* (Vol. 9562). Springer. <https://doi.org/10.1007/978-3-662-49096-9>

**Thesis**

Citation.

Parasynthetic: (Harris, 2014; Hidalgo Garro, 2019).

Narrative: Harris (2014), Hidalgo Garro (2019).

Reference

Harris, L. (2014). *Instructional leadership perceptions and practices of elementary school leaders* [Unpublished doctoral dissertation]. University of Virginia.

Hidalgo Garro, J.M. (2019). *Preliminary evaluation of the efficacy of three fungicides on Fusarium oxysporum Schltdl. associated with diseased pineapple plants (Ananas comosus (L.) Merr.)* [Undergraduate Thesis, University of Costa Rica]. SIBDI repository of the University of Costa Rica. <http://repositorio.sibdi.ucr.ac.cr:8080/jspui/bitstream/123456789/15761/1/45084.pdf>

Websites

Citation

Parasynthetic: (World Health Organization [WHO], 2018; U. S. Census Bureau, n.d.).

Narrative: World Health Organization (WHO, 2018), U. S. Census Bureau (n.d.).

Reference

World Health Organization. (2018, May 24). *The top 10 causes of death*. <https://www.who.int/news-room/fact-sheets/detail/the-top-10-causes-of-death>

U.S. Census Bureau. (n.d.). *U.S. and world population clock. U.S. Department of Commerce*. Retrieved January 9, 2020, from <https://www.census.gov/popclock/>

**General indications about text structure**

1. The writing of the document must be done in the past tense and in the third person
2. Extension of paragraphs less than 120 words
3. Paragraphs cannot have less than 3 sentences
4. Numbers that are written in a single word not preceded by a unit of measurement go in letters
5. The decimals of the numbers are separated by commas in Spanish
6. Units of measurement are always separated from the number with a space, regardless of the type of unit (qualitative or quantitative)
7. Citations within the text in APA 7th ed. format, arranged alphabetically and ordered alphabetically. In citations, "et al.," is not italicized.
8. Mentions of known software do not require an appointment or entry in references.
9. Personal communications, emails, phone calls or text messages, are cited only in the text.
10. It is not allowed to start paragraphs or sentences with quotes, these are used as a backup and it is not valid to use connectors as a correction mechanism
11. Do not use connectors at the beginning of paragraphs
12. The use of gerunds after a punctuation mark is not allowed
13. Do not use adverbs of manner (ending in "mente")
14. Every paragraph must begin with a thematic phrase that exposes the central point and secondary or supporting sentences, which are the arguments that explain and support the main idea.
15. Without circumlocution phrases
16. The abbreviations and signs are drawn up based on the International System of Units.
17. In case you want to include the research database for consultation, you should contact the editors
18. The affiliation of the authors is written from general to specific and must include city, country, email and ORCID identifier

1. \* Indicate here if the work was part of a thesis, project, etc.

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3. Main institution. City, country. Email (orcid author). [↑](#footnote-ref-3)