



## **Guidelines for Authors Version 2012**

Perspectiva Geográfica is a magazine specializing in geographic studies and spatial planning, aimed at academic communities, research and territorial development issues interested in geography and related sciences, which publishes original and unpublished scientific and technological research, reflection and review articles, referring to the spatiality of social, economic, political, cultural and natural phenomena, from various perspectives and theoretical approaches. This publication also welcomes studies on technical and methodological aspects of the work of geographers and applied geography work in the fields of geomatics and spatial planning and research frontier, which result in the development of geographical science.

The journal is indexed in Publindex, publication system of the Administrative Department of Science, Technology and Innovation of Colombia COLCIENCIAS as well as in CLASE, Latin American Citation Index Social Sciences and Humanities, UNAM, and LATIN-DEX, Regional Information System Online for Scientific Journals of Latin America, the Caribbean, Spain and Portugal.

To submit articles, authors must declare the original and unpublished character thereof, and their commitment to not sending them to any other publication using the format "Filing Statement Article and originality."

Items are assessed in double-blindform, which guarantees the confidentiality and anonymity of both authors and referees. The Editorial Board selected national and international referees for their lifetime of research related to the topic of the articles, who are mainly outside the Graduate Program in Geography-EPG. The manuscripts are sent to two referees, who may: a) recommend publication of the unedited manuscript; b) recommend publication of the manuscript with corrections, or c) recommend not publishing the manuscript. Should one referee recommend the publication and the other rejects it; the evaluation will seek a third party. If the manuscript is recommended for publication with corrections, this would be sent back to the referees to verify the same. The Journal Editorial Committee reserves the right of publication.

The arbitrators determined each article based on originality, relevance, integrity, contribution to knowledge, conceptual rigor, the quality of the sources and the clarity of the argument, and the relevance, coherence and proper preparation of the title, the abstract, introduction, methodology, discussion, conclusions and the literature cited, giving great importance to the recognition of the work of others through the rigor in managing appointments.

From the accepted papers in the *Perspectiva Geográfica Journal*, it is understood that the author or authors will yield to these economic rights for publication in any form or medium (format: "item Release Authorization"). These are reported in directories, databases and indexing systems, and can be found on websites such as: <http://virtual.uptc.edu.co/revistas/>

### **Types of articles for publication in the journal**

The articles will be published in the journal must correspond to one of the three types described below (COLCIENCIAS typology).

1. Article of scientific and technological research. Paper presented in detail, the original results of research projects. The structure generally used contains four important parts: introduction, methodology, results and conclusions.
2. Reflection article. Paper presented research results from an analytical, interpretative or critical perspective, on a specific topic, using original sources.
3. Review article. Document result of an investigation, which are analyzed, systematized and integrated research findings published or unpublished, in a field of science or technology, in order to highlight the progress and development trends. It is characterized by a careful review of the literature of at least 50 references.

For more information, you can refer to other types of documents defined in the Administrative Department of Science, Technology and Innovation - COLCIENCIAS (<http://scienti.colciencias.gov.co:8084/publindex/docs/informacionCompleta.pdf>), such as: short article, case report, review of topic, translation, reflection paper unearned research.

### **Guidelines for the preparation of articles from a Geographical Perspective**

Authors must submit a copy of the article in Word processor format and a copy in Adobe (pdf).

Manuscripts should be submitted in letter size, spacing to double spacing in TimesNew Roman 12 point font. Length may vary, but should not exceed 25 pages, including: title page, abstract page, text of the manuscript with figures, tables, references and appendices.

3 cm margins should be used on all sides of the page: top, left, bottom and right.

Each page except the title page should be numbered in the bottom center of each page. The first page to be numbered will be the summary page.

For words in languages other than Spanish, italic sare used.

For the numbers, the numbers are separated by thousands and decimal points, with a coma. For example: 1.202,7. The years do not have point figures.

Figures with integers up to fifteen are written with word (example: one, two, eleven).

The following abbreviations should be used: ha (hectare), km (kilometer), m (meter), cm (centimeter)  $\mu\text{m}$  (micrometer) pers. com.(Personal communication).

Use sub and superscript as appropriate. For example, instead of CO<sub>2</sub> write CO<sub>2</sub> and instead of writing km<sub>2</sub> write km<sup>2</sup>.

To use the % a space must be used (e.g. 35%).

Each figure should be cited (maps, diagrams and photographs are considered as such) or table in the text and numbered in order of appearance in it.

The title of the figures shall be at the bottom thereof, and the tables at the top. The maps shall contain at least: title, date, legend, coordinate system, scale, north, data source or author.

All illustrations, including photos, diagrams, maps and charts, are classified as figures and therefore are named and referenced with Figure # (e.g. Figure 3).

Table should be used to name and reference # tables and charts (e.g. Table 3).

Tables and figures should be located as close to the reference given in the text. They should focus on the margins. These should have a resolution that permits adequate reproduction.

Figures and tables should present a clear and legible design, considering that the sheet size is 24 x 17 cm.

Upon acceptance of the manuscript, each figure must be submitted in a JPG, GIF or TIFF (high resolution, preferably greater than 400 dpi). Excel figures will be delivered independent of that software.

## **Literature Cited**

This journal has adopted the citation and citation of the American Psychological Association (APA). Items must be consistent with this system.

### **Guidelines for the preparation of the title page, summary page and the text of the manuscript.**

- Guide Title page (This page is not numbered)
  - Title (maximum 20 words), in English and Spanish.
  - For each author: name of author, last degree earned and institution that granted it. Institutional affiliation: current position, institution, country. E-mail.
  - Title of the project and the research group that submits the article as well as the financier of the project (if any)
  - Received: \_\_\_ m \_\_\_ d \_\_\_ y
  - Accepted: \_\_\_ m \_\_\_ d \_\_\_ y (these dates include the editor).
  
- Guide to the Summary page (this page should be numbered as # 1)
  - Title.
  - Summary. Include a summary of the study objectives, methodology, results and discussion (maximum 150 words).
  - Keywords (maximum seven, in alphabetical order, they are recognized geographical thesauri).
  - English title.
  - Abstract.
  - Keywords (in the order of keywords).
  
- Guide to the manuscript text (page numbers)
  - This section lists the items with Arabic numbers up to three levels (example: 1., 1.1, 1.1.1, 2.). The numbering starts with Item 1. Introduction. The text of the manuscript should contain at least the following items:

A. To research paper:

- Introduction (overview of the study or the subject matter, including description and formulation of the problem, the theoretical foundations that gave support to the study, the objectives and hypotheses).
- Description of the place (if applicable).
- Methodology.
- Results and discussion (can be separated into two items).
- Conclusions (must contain a summary of the main results and contribution to the solution of the problem).
- References.

B. For articles in reflection or revision:

- Introduction (overview of the study or the subject matter, including the problem, the theoretical foundations that gave support to the study, objectives, assumptions, if any).
- Development and discussion.
- Conclusions (must contain a summary of the main results and contribution to the solution of the problem).
- References.

The submitted manuscript should be assembled in the following order:

- Title page.
- Summary page.
- Text of the manuscript.

