

Author Guidelines

Aims and scope

Islas is a journal with six decades of scientific contributions in the field of Humanities and its **aims** are to disseminate in **Spanish** or **English** the main scientific results related to Cuban, Caribbean and Latin American cultures, from literary, linguistic, editorial, artistic, historical, philosophical, ethnological and cultural approaches, as long as they guarantee a humanistic vision of the objects of study in their treatment.

Its **content** is aimed at intellectuals, academics and researchers from all over the world interested in participating in scientific debates about our area of knowledge.

The journal occasionally publishes reviews of a book published in the last five years, as well as other texts that, due to the specific interest of the institution or the journal itself, contribute to the preservation of Cuban historical memory.

Original submission process

All texts should be uploaded to the website . Submissions to the private e-mail addresses of any of the members of the journal's working group will not be accepted, nor will deliveries made in person at the journal's physical location.

Structure of the originals

Texts should be sent in Spanish in a Microsoft Word document using the template available in this site. Here you can download the document that describes the style rules for the presentation of works. Also, it contains the magazine styles, so you can use it as a template.

The template will also include a table with the journal's **authorship criteria**.

Except justified exceptions, texts should be between 15 and 30 pages long, excluding abstract, graphs, tables, footnotes and bibliographical references.

The maximum number of authors is three, and exceptionally up to four, as long as the content of the article justifies that each one has contributed to the research.

If images are included, they should be sent in .jpg format with a recommended quality of 300 dpi. The journal does not undertake to publish images that do not have the necessary quality for their correct visualization. In addition, the text must clearly state where to include them in the text by means of a caption. Tables should be submitted in Excel format.

All scientific originals should have a first page containing the following elements:

- Descriptive title in Spanish and English (no more than 15 words).
- Names and surnames of the author(s).
- Institution of affiliation of the author(s) (full name, city and country).
- E-mail address of all authors.
- ORCID identifier of all authors (all authors of the article should have their profile in <https://orcid.org/> updated).
- Abstracts in Spanish and English (Abstract), with a maximum length of 100 words, in a single paragraph. They should state the objectives of the research, methods or procedures used and main results.
- Keywords in Spanish and English, under each corresponding abstract (between three and five words).
- Brief biographical sketch of each author (200 words maximum).
- The date of submission to the journal should also be indicated.

In the particular case of literary reviews, which are published in the Miscellaneous section, as well as texts of special interest for the journal itself or the institution that are not of a strictly scientific nature, abstracts and keywords will be omitted and will not be submitted to the arbitration system. The Editorial Committee of the journal reserves the right to approve or not the texts corresponding to this section, as well as to decide when this will be effective.

The main author must send a document, on behalf of himself/herself and all signatories, stating that there is no conflict of interest related to the article and specifying the contributions made by each author.

Citation and reference system

Citations and bibliographic references should conform to the style of the American Psychological Association (APA), 7th edition, 2019. The veracity of citations and bibliographical references is the responsibility of the author(s) of the article.

Each paper must include at least 3 bibliographic references from the last two years prior to the submission of the text for review. These references must be from journals indexed in top-tier databases (Scopus, WoS). For verification, these citations must be placed in a different font color (during the subsequent publication process, all sources will be changed back to black). It is also recommended that at least 60% of all references in the text correspond to the last five years, preferably from indexed journals.

Citations

In the text, citations should be indicated as follows: Surname (year), if the sentence includes the surname(s) of the author(s). If this information is not included, the variant: (Surname, year) will be used. Only the page number should be included in textual citations. Only those cited in the text should be mentioned at the end of the article, in alphabetical order with French indentation.

If the article contains textual quotations of less than five lines, these should be included in the body of the text, between quotation marks. If they are longer, they should be written in a separate paragraph, indented throughout the paragraph, without quotation marks.

Notes

Footnotes should be elucidative or explanatory in nature. They will not be used to contain bibliographical references.

Book

Last Name, A. A., & Last Name, B. B. (Year). Title. Publisher.

Example:

Cruz Ramirez, M. (2009). El método Delphi en las investigaciones educacionales. Academia.

Parts of the book

Surnames, A. A., & Surnames, B. B. (Year). Title of chapter or entry. In, A. A. Last names, Title of book. (pp-pp). Publisher.

Example:

Picó, F. (2004). Arecibo, sol y sereno. In, F. Feliú Matilla, años de literatura y periodismo: 1803-2003. (Pp. 129-134). Ediciones Huracán.

Magazine article

Surnames, A. A., Surnames, B. B., & Surnames, C. C. (Date). Title of the article. Title of the publication, volume(number), xx-xx.

Example:

Lopez, L. B. (2006). La búsqueda bibliográfica: componente clave del proceso de investigación. DIAETA, 24(115), 31-37.

Diploma Paper

Surname, A. A. (Year). Title of the diploma paper. (Type of diploma paper). Name of the institution.

Example:

Van Hiele, P. M. (1957). El problema de la comprensión: En conexión con la comprensión de los escolares en el aprendizaje de la geometría. (Doctoral dissertation). Royal University of Utrecht.

Paper

Surnames, A. A., Surnames, B. B., & Surnames, C. C. (Year). Title of the paper. (Type of contribution). Name of the event. City, country.

Example:

Rozemblum, C., Unzurrunzaga, C., Pucacco, C., & Banzato, G. (2012). Parámetros de evaluación para la inclusión e indización de revistas científicas en bases de datos locales e internacionales. Análisis sobre su aporte a la calidad de las publicaciones de Humanidades y Ciencias Sociales. (Paper). VII Sociology Conference of the UNLP. La Plata, Argentina.

Audiovisual media

Surnames, A. A. of the director. (Date). Title of the source. [Type of media]. Production company.

Example:

Cameron, J. (1997). Titanic. [Film]. 20th Century Fox.

Electronic sources

Surname, A. A. (Year). Title of source. Site name. URL

Example:

Bruguera i Payà, E. (2012). Proceso de búsqueda y localización de información por Internet. UOC. http://openaccess.uoc.edu/webapps/o2/bitstream/10609/17829/1/UW07_00071_02418.pdf

Institutional author

Printed

Country. Name of the Institution. (Year). Title of the source. Publisher.

Example:

Ecuador. Secretaría Nacional de Planificación y Desarrollo. (2013). Plan Nacional de Desarrollo / Plan Nacional para el Buen Vivir 2013-2017. SENPLADES.

On line

Country. Name of the Institution. (Year). Title of the source. Publication where it is hosted. URL

Example:

Ecuador. Asamblea Nacional Constituyente. (2008). Constitución Política de la República del Ecuador. Registro Oficial 449. <https://www.cec-epn.edu.ec/wp-content/uploads/2016/03/Constitucion.pdf>

Unpublished manuscript

Surnames, A. A., Surnames, B. B., & Surnames, C. C. (Date). Title of source. (Status of manuscript). Institution.

Example:

León González, J. L., López Bastida, E. J., & Mora Quintana, E. C. (2019 Impacto y visibilidad de las revistas científicas de la Universidad de Cienfuegos. (Unpublished manuscript). University of Cienfuegos.

Editorial process and peer review

Articles submitted to the journal are considered confidential during the entire process prior to publication.

Before being approved for submission to expert peers, each document is reviewed by the Editorial Collective. First, it is analyzed using the program called Plagiarism to check the originality of the articles (up to 5% similarity is allowed in order to consider the manuscript as original). It is also the responsibility of this group to ensure full compliance with the purpose and scope of the journal,

as well as with its structure and format. Originals that do not meet these requirements are returned to the authors.

Once approved for evaluation, they are sent to expert peers external to the publishing institution and independent of the institutional affiliation of the authors, who evaluate their scientific and academic quality. The evaluation method used is "double blind", guaranteeing the anonymity of both the author and the readers. For this process, the journal has a form that allows reviewers to evaluate the quality and relevance of the articles. However, the journal accepts the modality of opening the peer review, in accordance with the new precepts of Open Science, with the prior authorization of the authors and referees.

The article evaluation process is carried out through the Open Journal Systems (OJS) platform as part of the automation of editorial management. Likewise, the author will be able to monitor the evolution of the process.

Recognized national and foreign experts work in the evaluation system as referees or reviewers of the originals. They present the result of their evaluation according to the following categories:

- **Accepted:** The document can be published in its current form.
- **Accepted with suggestions:** The document can be published in its current form, but the experts make some suggestions that may or may not be followed.
- **Accepted with mandatory modifications (resubmissions):** The document can be published, provided that the authors follow the recommendations of the experts.
- **Declined:** The paper should not be published in the journal.

When the opinions of the peers are contrary, a third expert is consulted. The Editorial Committee will notify the author of the result of the evaluation process in less than 120 days.

The Editorial Committee is the body that makes the final decision on the publication of the texts, taking into account the evaluation of the experts and any deficiency that may be detected during the editorial process.

Free access policy

Publication in the journal is free of charge. The journal does not charge fees for receiving, processing or publishing articles.

This journal provides immediate open access to its content.

For guidelines related to **plagiarism, conflicts of interest and other ethical issues**, please visit the [editorial policies](#).

The journal has three sections:

Presentation

It is in charge of the editorial.

Research

Documents with scientific content (scientific articles, systematic reviews, scientific essays) subject to a double-blind peer-review process by renowned researchers who are experts in the field of knowledge and external to the publishing entity:

Original Research: Scientific studies that address relevant and novel aspects within the thematic lines of the journal.

Systematic reviews: Scientific papers that following a specific methodology, a specific time frame, and a pre-established protocol, systematize knowledge on a specific topic.

Scientific essays: Argumentative and reflective studies of interest to the international scientific community and the journal's thematic areas, supported by objective criteria and critical assessment by the authors.

Miscellaneous

Texts that, due to the interest of the Universidad Central "Marta Abreu" de Las Villas, are published in Islas in order to contribute to the preservation of its historical memory. These texts will be evaluated by a member of the editorial team and a national expert external to the publishing entity.

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In addition, they also agree that the document may be hosted on the journal's website or other journal indexer, from where the full texts of the articles that are published may be read, downloaded, copied, distributed, printed, translated, searched or linked.

Universidad Central «Marta Abreu» de Las Villas
Carretera a Camajuaní Km 5½, Santa Clara, Villa Clara, Cuba
Phone.: +53 42 281067 o + 53 42 281585
E-mail: islas@uclv.edu.cu
Web: <http://islas.uclv.edu.cu/>

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