

# Instructions for authors

*Revista Colombiana de Bioética (RCB)* is sponsored by the Department of Bioethics at Universidad El Bosque. It is a biannual peer-reviewed publication directed towards academics, researchers, academic institutions and professional organizations in Colombia and around the world interested in improving research in bioethics. The journal is a pluralistic source that welcomes contributions from qualified authors committed to the interdisciplinary study of the ethical dimensions of practices and techno-science research. The journal accepts papers in Spanish and other languages including French, English and Portuguese.

RCB typically considers articles or studies of up to 30 pages; however, it is editorial policy to publish larger research papers such as a doctoral dissertations of up to 100 pages, in normal semiannual editions or in an special edition, as long as the structure of the article is maintained as follows: Title, Abstract, Keywords, Introduction, Methodology, Results, Discussion and Conclusions, Bibliography and Appendices or Annexes.

Reviews can be up to 6 pages. Articles should be typed; using letter size paper; printed one-sided; font Arial size 12; single or one-and-a-half spaced; presented in electronic format, on CD or through email; and in Word format for Windows.

## STRUCTURE

The articles must be written with the following structure:

Title: Up to 15 words, translated in English and Portuguese.

Full name of the authors should be included. If there is more than one author, RCB maintains the number and order as submitted in the manuscript. The author should indicate: profession, academic degree, institution with which the author is affiliated, the author's current position, email address, postal address and explicit statement of support received for research, if applicable.

**Abstract:** Should contain; objectives, methodology, results and conclusions. Information should always come from the text of the article, from 120 to 150 words. Must be translated into English (abstract) and Portuguese (resumo).

**Keywords:** 5 to 10 keywords in Spanish, English and Portuguese. Keywords should reflect the main topics of the article, also chosen with these criteria.

1. **METHODOLOGY** (Up to 300 words)

2. **RESULTS** (3500-4000 words)

3. **DISCUSSION AND CONCLUSIONS** (Up to 600 words)

**Bibliography** (at least 50 references for a review manuscript)

**Appendices or Annexes** (if necessary)

It is the author's choice to present the discussion and conclusions according to three options:

- two separate first-level titles; only one discussion for all of the results of the article (3. **DISCUSSION**), meaning the conclusion will have a separate title (4. **CONCLUSIONS**);

- Various third-level divisions as a subtitle closing (2.1 BIOETHICS AND LIFE, 2.1.n Discussion; 2.2 DEFINITION, 2.2.n Discussion; 2.3 BIOETHICS AREAS OF INTEREST, 2.3.n Discussion; 2.4 PHILOSOPHICAL SCOPE; 2.4.n Discussion; 2.5. BIOETHICS GOALS, 2.5.n Discussion)
- one first-level title (3. DISCUSSION AND CONCLUSIONS) with two second-level subtitles (3.1 DISCUSSION AND 3.2 CONCLUSIONS) as follows:

### 3.1 DISCUSSION

### 3.2 CONCLUSIONS

## EDITORIAL PROCEDURE

*Submitting Articles: Documents must be submitted according to the following Colombian technical standards:*

- NTC 1486. Updated 2008-07-23 Documentation. For theses, research work and others.
- NTC 5613. Updated 2008-07-23. Bibliographic References. For content, form and structure.
- NTC 4490. Updated 1998-10-28. Documentary references, for electronic information sources.

Articles must be submitted using the NTC 5613 system and standards footnotes in order to be accepted and published. The quotes must be superscripted in the text and in footnotes at the end of the page where mentioned (see numeral 6. Quotes: 6.1 indirect quotes, 6.2 brief direct quote, 6.3 extended direct quotes and 6.4 quote of NTC 5613 quote). The Editorial Committee, the editor and editorial

coordinator, will attend any queries that may arise about formal submission of the paper.

The documents that can be referenced shall be those that are available to the public with its corresponding IBSN and ISSN, as well as those written or edited by prominent universities or institutions. The accuracy of the proposed reference and the comparison of the original documents is the responsibility of the author. Only valuable references in adequate number and reflecting the relevant materials for the work should be used.

*Manuscripts submitted to RCB must be accompanied by a cover letter including the following:*

- Title;
- Name of the author;
- Postal address and email address;
- Type of article: Research, reflection, review, essay, etc.;
- Contributions of this work;
- Declaration of originality, authorship and cession of copyrights;
- Declaration of acceptance of changes in the content and style of work.

*The documents must be characterized by originality, novelty, relevance, and methodological quality, careful selection of bibliographic support, contributions and adequate presentation of the manuscript. They must be well written in a clear, appropriate, concise, accurate, simple, expressive and coherent language, according to recent grammatical and orthographic rules of the Real Academia Española (for Spanish manuscripts). The article must be presented with the titles, subtitles, divisions and subdivisions as necessary, not to exceed the fourth level. After the fourth level a hyphen should be used.*

*Upon receiving the manuscript the editor will submit it for consideration by the Editorial Com-*

mittee. The committee will verify compliance with the requirements of RCB. External or internal peer reviewers are assigned according to the topic. The evaluation system will be double blind: the identities of both authors and peer reviewers will not be disclosed. The peers selected unanimously by RCB will evaluate the content, methodology and relevance of articles. Authors will receive a summary of an assessment on requested changes, if necessary.

RCB requires that the author expressly manifest that the article has not been published or ac-

cepted for publication elsewhere, if published as gray literature or on the Web, and if accepted for publication should be removed from the site leaving only a link with the title, author, abstract, and keywords. The author agrees and authorizes transfer copyright to RCB, in order to broadcast it in print or electronic media. If the work is approved and published, author will receive two magazines. RCB will give priority to the publication of empirical research articles, product of theoretical or critical reviews on the status of the issue of the topic indicated.

Bioética