

RULES FOR AUTHORS

ARGOS, an electronic journal of literary studies and creation, is a biannual electronic publication of the Departments of Letters and the Department of Literary Studies of the University Center for Social Sciences and Humanities of the University of Guadalajara; It is part of the Register of Scientific Journals of the University of Guadalajara.

Content and originality of the collaborations.

ARGOS publishes articles that show the results of research carried out in the field of letters, that is, literary studies and analyses.

A call for the publication of the next issue will be issued in advance, indicating in it the deadlines for receiving contributions. The articles that are sent to this writing after the term indicated in the call, will be considered for the next issue of the journal, subject to the review and evaluation conditions of the reviewers.

Articles must be correctly written in terms of grammar, syntax and style, without spelling or punctuation errors. Its content must be qualified as relevant and of interest to the community of readers of the journal, it must be clear, timely and informative. Without language ambiguities, and with an adequate vocabulary, in accordance with the grammatical rules of the *Royal Academy of the Spanish Language*.

The authors, before submitting their article to the **ARGOS journal**, must previously download the *License for Use of Literary Work* and the *Declaration of Authorship*, following the following guidelines:

- a) fill them out properly,
- b) print them,
- c) sign them,
- d) scan them to PDF and
- e) send them to the editorial office of this journal.

Proposals must be original, they must not have been published in whole or in part in any printed or electronic medium (personal blogs, cultural dissemination pages, conference proceedings, colloquiums or the like) nor must they be simultaneously submitted for publication in any other publication.

Submission of manuscripts.

Articles should be sent to the following email address: argos.cucsh@gmail.com.

Characteristics of the submitted file.

It is requested that the submitted file be made in a word processor with a .doc or .docx extension. The format of the page in letter size and margins of 2.5 cm. The font should be Arial or Courier size 12 pts., for body text, line spacing of 1.5 cm., and 10 pts., for footnotes and single line spacing.

All submitted articles must contain:

- a) **Title and/or subtitle, both in Spanish and English.** In highs and lows.
- b) **Complete information of the author(s).** The dependency and institution of affiliation must be specified, complete and without abbreviations
- c) **Abstract in Spanish and English.** Brief paragraph no longer than 250 words, summarizing the main points discussed in the article. Does not include bibliographic citations, figures, charts, or tables.
- d) **Keywords in Spanish and English.** Six words maximum, separated by a period, preferably different from those used in the title.

It is the responsibility of the authors that the texts sent strictly comply with the formal publication requirements of the journal indicated in this normative document and in the current call.

Article Selection Process.

All texts will be subjected to a thematic review in which it will be determined if they continue in the selection process; if so, they will be submitted to a rigorous content evaluation by the Editorial Board and the available arbitration bodies.

Accepted articles will be scheduled for publication and the release dates will be informed to the authors.

In the modalities of plagiarism mentioned in section 16, of point 2.1 of the Declaration of Ethics and Editorial Malpractice, the magazine recognizes the competence of Mexican federal laws and courts in matters of Copyright.

Translations of other articles will not be accepted without the full written consent of the original author. To do so, the translating author must send the necessary authorizations to the ARGOS Board of Directors.

The proposed articles must be sent by email, following the guidelines of the current call.

The estimated times of the editorial process, from the reception of the article to its publication, are defined as follows:

- a) The article is received and sent to the editor for the first review (approx. 3 days). The times of the first review by the editor will be subject to the work demand, trying at all times not to exceed 10 working days to send the author the pertinent observations.
- b) Once the article has been reviewed and complies with the minimum requirements of the current call, it is sent to the Reviewers Committee for its evaluation (approximately 20 business days, to issue an opinion).
- c) The evaluators must issue the result by writing down their observations in the corresponding Judgment Form, and if both coincide in their result, the author will be informed. In the event that the result is opposite between both evaluators, it will be sent to a third evaluator and the result that is issued will be the one considered pertinent for the author of the article.

- d) The author must attend to the comments noted by the evaluator and, if requested by the editor, will send a new version to the editor within a period not exceeding 10 business days.
- e) If there are no major changes, the article goes to the editing, formatting and coding stage (PDF, Word, XML and HTML formats) (20 days approx.)
- f) If the author does not agree with the result of the evaluation, he must follow the procedure of point 3, of the *Declaration of Ethics and Editorial Malpractice*.

All collaborations will undergo double-blind peer review and the result may be one of the following cases:

- a) **Accepted as is:** The article meets all the formal and substantive requirements.
- b) **Accepted with minor changes:** The article meets most of the requirements of the call and/or contains formatting flaws: misused citation system, confusing wording, poorly annotated citations, etc.
- c) **Conditional on major changes:** The article clearly states the problem to be addressed, but addresses it superficially, the sources are not used properly, the thesis defended is not clearly developed, etc.
- d) **It must be reviewed and presented again:** The article lacks some basic elements of research: it does not pose a clear hypothesis, it goes off topic, it does not thoroughly address the central problem or the objectives set by the author are not clear.
- e) **Rejected**, not relevant for publication: The article does not meet any of the requirements of form and content.

In any of the results mentioned in the previous point, the author will be informed immediately. In the case of those mentioned in subsections b and c, the author will have a period of 10 business days to attend to said observations and in the case of subsection d, he will have a period of no more than 20 business days. In the three cases mentioned, he must send the corrected version to the editor no later than the period indicated for each case. If for any reason the author does not send his corrected version in the stipulated terms, he will have the right to request an extension for up to 5 business days and in case of not complying with the agreed time, the article will be canceled.

The editor will make a second review in order to verify that the observations have been addressed. If there are no more observations, the article will go to the layout and format coding stage.

Any dispute arising from the editorial and/or evaluation process will be handled by the members of the journal's Management, in accordance with point 3 of the *Declaration of Ethics and Editorial Malpractice*.

General publication criteria.

The **ARGOS journal** reserves the right to publish or not the collaborations received according to the observance of its governing documents, for which reason any writing that promotes the ideology of political parties, attacks third parties, whether they are people or institutions, will not

be published. advocates violence or commits or incites discrimination in any of its forms. In such cases, the decision will be communicated to the author by email.

The ideas expressed in the articles are the responsibility of the author(s), so ARGOS disclaims full responsibility for their opinions from the authors.

Unforeseen cases that suppose a possible impediment for the editorial processing of an article or its publication, will be resolved by the Editorial Board, in accordance with the *Declaration of Ethics and Editorial Malpractice*.

Intellectual property.

The **ARGOS journal** recognizes the authors' patrimonial and moral ownership of the published articles, in accordance with the following **Self-Archive Policy**:

- a) **ARGOS journal** will respect the author of *THE WORK*, the right to publish his article after it has been published in the edition for which it was proposed post-print corrected version, as long as *THE AUTHOR(S)* give the explicit recognition of first publication to the **ARGOS journal**.
- b) It is the obligation of the author to inform **ARGOS** regarding the re-publication in another editorial space after its publication on the official website of the journal, for which said publication must contain the complete bibliographic reference of the publication in this journal. .
- c) If the text is published in another journal during the editorial process, the author must notify the **ARGOS journal** in order to immediately withdraw it from it..

Therefore, the authors must understand the legal scope that they undertake to respect by accepting the terms and conditions of the *Literary Work Use License*, which is subject to the *Creative Commons Attribution Non-Commercial 4.0 International License* policies.

Reproduction Authorization.

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