Submission Guidelines
Step 01: Main Page

Enter the main page of the Revista Científica de Sistemas e Informática, click on the Login option, type your username and password (if you are not registered, click on the Register option and complete the form provided) and then click on the Login option.
Step 02: Submission

After entering your username and password, click on the Make a submission an item option and then click on Make a new submission.
Section 01. Home.

Select the Submission Language.

Select the appropriate section for submission (see Sections and Policy in About the journal).
Read the Section Policy and then check the boxes indicating the Submission Requirements you have completed, and enter Comments for the Editor.

Section Policy

Presents the results of scientific research based on theoretical or experimental hypotheses, which means an original contribution to knowledge in any of the areas of interest of the journal. It relates the way to delimit the research question, the way to put it to the test (statistical analysis of the experiment, disciplinary protocols) and the confrontation of the data generated with the current literature. The acceptable range for the document setting is 4,500 to 7,500 words.

Submission Requirements

You must read and acknowledge that you’ve completed the requirements below before proceeding.

- All editorial guidelines, rules and policies have been read.
- The text adheres to the stylistic and bibliographic requirements summarized in the Guidelines of the author.
- When registering the article, the metadata spaces were filled in with the complete information of each of the authors, including name, email, affiliation and ORCID.
- URL or DOI links have been added in the references that require them. Note: If your references do not require it, you will still need to check this box.
- El archivo de envío está en formato Microsoft Word, y se ciñe a la plantilla de sometimiento.
- I attach as a separate file the Declaration of originality signed in the Archives section complementary.
- I attach as a separate file the Copyright agreement and Conflict of interest statement signed in the Supplementary Files section.

Comments for the Editor

Dear Editor...


Acknowledge the copyright statement

All texts published by the RCSI, without exception, are distributed under the license Creative Commons Attribution 4.0 International (CC BY 4.0).
Check the boxes if you agree to abide by the **Acknowledge the copyright statement**, as well as consent to have your data collected and stored in accordance with the policy statement, then click the **Save and continue** option.

**Section 02. Loading the shipment.**

Once the page is **Upload submission**, select the **Upload file** option, select the **Original Article** document you wish to submit and then click on **Open**.
To continue, select the option Article text, then click on Save and continue.
Section 03. Enter metadata.

Updated the page, enter the Title of the article in English and Spanish.

Enter the Abstract of the article in English and Spanish.
If the scientific article has **two or more** authors, you must manually enter their data. Click on **Add collaborator** and enter the requested data: first and last names, preferred public name, as well as e-mail, country, ORCID link and institution of affiliation (English and Spanish).
Check the box indicating the Contributor's role and the option Send e-mail to request ORCID authorization from contributor. Finally, click on Save.
Enter the **keywords** of the article individually in English and Spanish (press *enter* after each term), enter the bibliographic references in the **References** section, according to APA 7th edition. Then click on Save and continue.

**Section 04. Confirmation.**

Once the page is updated, the system will notify you that your item is ready to be shipped. To continue click on **Finish submission** and then click on the **Accept** option.
Once the page is updated, your shipment will be reported as Submission complete. To track your shipment, click Review this submission.
### Submission Files

<table>
<thead>
<tr>
<th>ID</th>
<th>Name</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3752</td>
<td>Test article.doc</td>
<td>February 16, 2024</td>
<td>Article Text</td>
</tr>
</tbody>
</table>

- [Download All Files](#)

### Pre-Review Discussions

<table>
<thead>
<tr>
<th>Name</th>
<th>From</th>
<th>Last Reply</th>
<th>Replies</th>
<th>Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments for the Editor</td>
<td>grupocobys</td>
<td>2024-02-16 10:45 AM</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>