

**GUIDE FOR THE SUBMISSION OF LETTERS TO
THE EDITOR**

Letters to the editor do not require peer review. At least 5 references to bibliographic sources are recommended with a maximum of 15 (including the article published in the journal to which the letter refers, if applicable).

The suggested structure for this type of document is as follows:

- **Title:** Every letter to the editor should have a title that is a concise and accurate description of the purpose of the letter.
- **To whom is it addressed?** Mr. Editor or Letter to the Editor is a good enough phrase to start the letter with a simple, straightforward and cordial greeting.
- **Content of the main text:** the letter should begin with a clear and explicit reference to the fact that motivates it, if it is an article previously published in the journal, please indicate the full title and publication data of the article. From there the text continues under an expository and progressive scheme; the following paragraphs should communicate, discuss or argue an idea for or against the content of the publication, or include additional comments that you want to make public, regarding the reason for the letter as ideas, opinions or reflections on the subject of interest or other scientific topics. The letter should end with a final paragraph as a conclusion.
- **Authors:** the name of the authors should be included with their last academic degree. It is recommended that letters sent to the editor only have a maximum of four authors. In addition, they should indicate their affiliation or place of affiliation. This section should also indicate the corresponding author and his/her contact information.
- **References:** this section should include the references used for the development of the article. Only works cited in the article should be included in the list; if they were not cited in the text, they should not be included. It is recommended to use current sources (maximum 5 years), unless it is required to give context to the topic. Sources from Internet pages, newspapers and magazines that are not scientific should be avoided; however, they can be used to provide context.