Breve guía para Autores en GEOACTA usando la Clase geoacta.cls

Brief guide for Authors in GEOACTA using the geoacta.cls Class

Editor GEOACTA[1]

Resumen   Este documento sirve como guía para autores que deseen utilizar la clase geoacta.cls para formatear sus artículos de acuerdo con los requisitos de GEOACTA. Incluye una descripción detallada de las opciones de documento y comandos clave.

Palabras clave   GEOACTA, formato, instrucciones para autores, clase LaTeX, geoacta.cls

Abstract   *This document serves as a guide for authors who wish to use the geoacta.cls class to format their articles according to GEOACTA requirements. It provides a detailed description of document options and key commands.*

Keywords   *GEOACTA, formatting, author instructions, LaTeX class, geoacta.cls*

DOCUMENT OPTIONS

The 'geoacta.cls' class provides the following document options for different formatting needs:

1. **old**: Activates a style that resembles the previous (legacy) GEOACTA formatting with 12pt font, traditional section formatting, and wider margins.

2. **manuscrito**: Prepares the document for manuscript submission, setting double line spacing, line numbering, and removing author information on subsequent pages.

3. **nobilin**: Enables a single-language mode (Spanish or English) for title, abstract, and keywords, without bilingual content.

4. **en**: Sets English labels (e.g., "Table" instead of "Tabla"). Best used with **nobilin** for English-only documents.

5. **nohead**: Suppresses headers, by default also active in **manuscrito** mode.

6. **lineno/nolineno**: Enables or disables line numbering.

7. **draft**: Enables draft mode for fast reviewing (disables hyperlinks, replaces figures with rectangles).

Example usage with options:

```
\documentclass[manuscrito]{geoacta}
```

KEY COMMANDS

Here is a guide to the main commands used in a GEOACTA document:

- \titulo{} and \title{}: Set the Spanish and English titles, respectively.

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- \autor{}: Defines authors with numerical affiliation indicators.

- \afiliacion{}: Adds affiliation information, starting with a numerical superscript.

- \email{}: Adds the email for the corresponding author, used within \afiliacion.

- \contacto{}: Adds contact information, used in **old** style only.

- \resumen{} and \abstract{}: Set the abstract in Spanish and English, respectively.

- \claves{} and \keywords{}: Define keywords in Spanish and English.

- \runninghead{}{}: Sets a short title and author(s) for the header.

- \pageone{}: Sets the starting page number.

- \volumen{}{}: Specifies volume and year.

EXAMPLE USAGE

Follow this order of commands in your document for optimal results:

```
\titulo{Título en Español}
\title{Title in English}
\autor{Author One\textsuperscript{1} \& Author Two\textsuperscript{2}}
\afiliacion{\textsuperscript{1}Instituto A, Ciudad, País.}
\afiliacion{\textsuperscript{2}Instituto B, Ciudad, País. \email{author@institutob.edu}}
\resumen{Resumen en Español.}
\claves{Palabra clave 1, Palabra clave 2}
\abstract{Abstract in English.}
\keywords{Keyword 1, Keyword 2}
```

TABLES AND FIGURES

Use 'figure' and 'table' environments to include figures and tables in the document, ensuring they are numbered and referenced properly:

```
\begin{figure}[h]
    \centering
    \includegraphics[width=0.8\textwidth]{example-image}
    \caption{Example figure caption.}
    \label{fig:example}
\end{figure}
```

EQUATIONS

To add equations, use 'equation' for numbered equations:

```
\begin{equation}
    E = mc^2
\end{equation}
```

CITATIONS AND REFERENCES

Use \cite{} and \citep{} for in-text citations, and \bibliography{} for the reference list, using the 'geoacta.bst' style:

\bibliography{references}

CONCLUSION

This 'geoacta.tex' file provides a complete guide to setting up a document for submission to GEOACTA using 'geoacta.cls'. Consult the class file for advanced formatting options.