AUTHORS’ GUIDELINES

1. INTERthesis – The Interdisciplinary International Journal, published by the Interdisciplinary Post-Graduation Program in Human Sciences of the Federal University of Santa Catarina (UFSC), accepts for evaluation unpublished, concise and consistent articles, preferably with an interdisciplinary approach, establishing bridges between disciplines mostly in thematic areas such as:

- Human Condition in Modernity;
- Studies of Gender;
- Society and Environment.

Kinds of contributions which will be accepted:

a) **Articles**: must be original; contribution of academic and/or technical-scientific character aiming at disclosing results of scientific research of empirical, experimental or conceptual nature (at least 12 and at most 18 pages, including headlines, summaries, tables, figures, maps and references).

b) **Reviews**: critical systematic assessment of the literature on a given issue. The author must mention the objective of the review, specify (in methods) the search criteria in literature and the universe searched, discuss the results achieved and suggest studies to fill in the gaps of the current knowledge (at least 12 and at most 18 pages, including headlines, summaries, tables, figures, maps and references).

c) **Essays**: circumstantial reflection, adequately written to the scope of a scientific publication, giving the author more freedom to defend a particular point of view aiming at going deeper into the discussion or to submit a further
contribution/approach regarding a relevant theme (minimum of 12 and a maximum of 18 pages, including headlines, summaries, tables, figures, maps and references).

d) **Book Review**: critical analysis on a book published in the past two years (up to 6 pages, with the same settings requested for the text, including complete bibliographic reference in the heading.)

2. Articles submitted by post-graduation students (Master’s Degree and/or PhD)) will only be accepted if coauthored with their Advisor(s), as suggested by CAPES (Coordination for the Improvement of Higher Education Personnel).

3. All articles will be assessed by two evaluators who will use the *Blind Review* system, i.e. blind evaluation, and, if necessary, they will be sent to a third evaluator.

4. The originals might be:

   a) Accepted/approved for publication without restrictions;

   b) Approved if required changes are made, without returning to the evaluator;

   c) Approved if required changes are made, in need of a rereading by the evaluator;

   d) Partially rejected, in need of a total review and then a re-submission for a reevaluation/ appraisal;

   e) Rejected.

5. It is the responsibility of the author(s) to promote the necessary grammatical revisions in the forwarded text, as well as to obtain copyrights regarding the use of images, pictures, tables, methods, etc., from other authors or editors, when appropriate.

6. In case a text accepted for publication is written in Portuguese or Spanish and the author wishes it to be translated into English, we suggest the correction be made
by American Journal Experts (www.journalexerts.com). The correction must be paid by the author(s).

7. The journal reserves the right not to publish anything written by a same author at smaller intervals than four editions.

8. The content of the articles is the author's exclusive responsibility.

9. When changes are just for spelling and grammar aspects and/or normative order, aiming at keeping the uniformity of the publication, the editors and their assistants have the right to make the necessary changes, respecting the author's style. In the other cases, the author will revise the text as requested, and will return it on the deadline determined by the Editor, which can be up to 30 days for rereading/reassessment.

10. When the “referees” suggest a deeper and more accurate grammatical review, the authors will be responsible for contracting a professional majored in the Portuguese Language (Letras), so that he/she can correct the text according to the standard norms of the Portuguese Language.

11. Contributions published in INTERthesis become property of the journal. The total or partial printing shall be subject to express mention of the precedence of its publication, citing editing, date of publication, e-mail address and access date.

12. The texts may be presented in three languages: English, Spanish or English.

13. Contributions in the Portuguese language must be written according to the standard norm for articles submission of the Brazilian Association of Technical Norms – ABNT – NBR6022 May 2003.

14. For contributions written in English and Spanish, the authors must use the Brazilian norms, of the Brazilian Association of Technical Norms – ABNT, according to what was explained in item 11.

15. Anonymity:

a) The names of the authors must not be in the texts submitted to evaluation.
b) Before submitting the text, the authors are required to remove their names or any other identification from the text and any identification on the file sent, including the one in the option ‘Word’ properties.

16. **Electronic submission**: contributions should be sent via platform to [http://www.periodicos.ufsc.br/index.php/interthesis/about/submissions#onlineSubmissions](http://www.periodicos.ufsc.br/index.php/interthesis/about/submissions#onlineSubmissions)

17. The file containing the manuscript, which will be attached (transferred) during the submission, must not exceed the size of 3 MB.

18. If the author is already registered, he/she can **Login** and start the steps for the submission. If not already registered, he/she must use the link **Not a user? Register in the system** [http://www.periodicos.ufsc.br/index.php/interthesis/user/register](http://www.periodicos.ufsc.br/index.php/interthesis/user/register), fill out the form and complete the information.

19. Then use the link **Author** and start the article submission process. There are **five** steps. Remember to **save** at the end of each step:

   a) Beginning: Choose the section the text fits in (Article, Literature, Abstract, Essay or Review) and mention the language of the text.

   b) Confirm, checking the selection boxes, that the submission is in accordance with the conditions of the Journal, before you proceed to the second step of the process.

   c) Transfer of the manuscript: Transfer the manuscript in `.doc` or `.docx`, not forgetting to remove any identification of authorship.

   d) Inclusion of metadata: Fill in the authorship data, including a summary of the biography. In case there is more than one author, click in “include author”, and fill in the data. Fill in the title and summary fields in lower case. Fill in the indexing fields. “Keywords” item is mandatory.
e) Transfer of supplementary documents: Optional step. Papers such as publishing authorizations and use of fonts or complements to the sent text such as tables, pictures, graphs, maps and photos can be enclosed.

f) Confirmation: confirmation that the text has been attached to the system and conclusion of the submission.

20. General characteristics of the text:

The text submitted must be typed in Word 2003 (or higher)

1) The formatting of the text and references must be as follows:

a. Typed in Word;

b. 1.5cm Space

c. Justified text alignment

d. Arial 12 font type

e. A4 paper

f. Top/bottom, right/ left margins = 2.5cm

g. Paragraph indentation in first line = 1.25cm

h. If possible, avoid footnotes. In case you use them, however, place them at the bottom of the page, in continuous numbering, Arial 10 font type, simple spacing, and justified alignment.

2) The article must be submitted in the following sequence:

Pre-textual elements (First page)

a. Title and subtitle (if any) in the language of the text;

   I. In the headline, the title and subtitle (if any) should have justified alignment, uppercase bold, Arial 12, single spacing between lines, and be composed of, at most, 15 words.
b. Abstract in the language of the text;

I. The abstract must have at least 100 and at most 250 words, exposing the main approach of the text.

II. It must be clear and concise, in a single paragraph, justified and single spacing, Arial 12, containing goal, methodologies, results and conclusions, following the ABNT NBR6028/2003 norm;

c. Key-words in the language of the text: 05 keywords which best represent the subject of the article must be presented. The words must be separated by a dot, as shown:

Keywords: One word. Two. Three. Four. Five words.

Textual Elements (Body of the article)

a. The manuscript must be presented in spacing 1.5 cm, justified, Arial 12 font, and paragraph indentation in the first line of 1.25 cm.

b. The text should follow this sequence:

Introduction, Methodology or Methodological/Operational Procedures, Chapters or subdivisions of the body of the text, Final Considerations or Conclusions and References. The titles of each part must be upper case, bold.

Tables, figures, charts and maps

a. Any illustration submitted must be inserted in the text as close as possible to the desired snippet illustrate, avoiding terms such as "following figure" or "table below " and always using the numbering: as per table 5. According to graph 10.

b. The size of the illustrations should not exceed the margins.

c. The tables with statistical information must follow the tabular presentation rules of the IBGE/1993. The definition of table is the non-discursive form of presenting information, on which the numbers and statistical
information stand out.

d. The identification of a table should be made using Arabic numerals preceded by the word table and followed by its title. This identification should appear above the table.

e. The table is not closed with strokes in the right and left sides, i.e. there is no lateral delimitation. It is recommended that the tables presented in the article have graphical uniformity, considering colors and layout, using ... Arial font 10 at most for the data submitted, or, in the case of external source, can be presented as a JPEG image. The source must be indicated beneath it, as in the following example:

<table>
<thead>
<tr>
<th>Situação do domicílio</th>
<th>Total</th>
<th>Mulheres</th>
<th>Homens</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>117 960 301</td>
<td>59 905 332</td>
<td>58 095 369</td>
</tr>
<tr>
<td>Urbana</td>
<td>70 972 931</td>
<td>41 115 439</td>
<td>29 857 492</td>
</tr>
<tr>
<td>Rural</td>
<td>37 987 370</td>
<td>18 479 893</td>
<td>19 507 477</td>
</tr>
</tbody>
</table>

Fonte: Fundação Instituto Brasileiro de Geografia e Estatística – IBGE.

f. The other illustrations, such as drawings, maps, charts, photographs and others, should be inserted in the text in JPEG format and sent also in independent additional documents through the Journal online system, in the same format. The identification is shown in the lower part of the image, with the numbering of order being the same as the one identified in the text. The source should come next. The formatting of the caption should be in Arial font size 10, bold.
Figura 1 – Componentes da Suite.
Fonte: Tessler e Sales (2008)

Gráfico 5 – Pauta exportadora do Brasil com a China, por intensidade tecnológica do produto.
Fonte: UNContrade.

g. The sources used for any types of illustration, except when it is the author's own creation, should be referenced at the end of the article.
Quotations

a. Direct quotations with up to **three lines** must be in double quotation marks, in the body of the text. The quotations must be made according to the norm ABNT NBR10520/2002, using obligatorily the **author-date system**.

Examples:

Carvalho e Schmitz (1990, p.149) afirmam que "até os anos 70 os princípios do fordismo guiaram internacionalmente a administração na indústria automobilística e em outras indústrias de produção em massa".

Or

"Até os anos 70 os princípios do fordismo guiaram internacionalmente a administração na indústria automobilística e em outras indústrias de produção em massa" (CARVALHO; SCHMITZ, 1990, P.149).

b. Direct quotations with **more than three lines** (long quotation) must be highlighted as follows:

I. indent the left margin 4 cm;

II. use font 10;

III. use 12- point spacing before and afterwards;

IV. without quotation marks;

V. In case of deletion of text, use […].

Example:

São abundantes os sinais e marcas de modificações radicais em processos de trabalho, hábitos de consumo, configurações geográficas e geopolíticas, poderes e práticas do Estado etc.[...] ainda vivemos uma sociedade em que a produção em função de lucros permanece como princípio organizador básico da vida econômica. Portanto, precisamos de alguma maneira representar todos os grandes eventos ocorridos desde a primeira grande recessão do pós-guerra, em 1973, maneira que não perca de vista o fato de as regras básicas do modo capitalista de produção continuarem a operar como forças plasmadoras invariantes do desenvolvimento histórico-geográfico (HARVEY, 2002, p.117).
Post textual elements:

(After the end of the body of the article, before the References):

a. Titles and subtitles (if any) in foreign languages (English and Spanish)

b. Abstracts in foreign languages (English and Spanish)

i. Abstract and Resumen, in justified alignment, font Arial 12, single line spacing.

c. Keywords in foreign languages (English and Spanish)

i. Keywords and Palabras clave, in justified alignment, font Arial 12, single line spacing, must be separated by a dot and started with a capital letter.

21. References:

a) In the item “References”, only texts, articles and documents used in the body of the text must be referenced; use the norm NBR6023/2002 for the references.

b) The first name of the author can be written in full or just the initial. However the choice must be the same for all the referenced works.

c) Twenty percent (20%) of the references and/or quotations should be taken from articles which have been a part of international databases such as SciELO, Scopus and ISI Web of Knowledge for the last 10 years.

d) Avoid the use of self-quotations, quotes from monographs, annals, abstracts, extended abstracts, newspapers and journals.

e) For the same author referenced in sequence, repeat his/her name, not using underscores.

f) The references are only aligned to the left margin of the text and in a way so as to identify individually each document, single-spaced and separated by double spacing. They should be presented in alphabetical order.

I. Book

When there is only one author:


When there are two or three authors:


When there are more than three authors:


When there is an Organizer (Org.), Coordinator (Coord.) or Editor (Ed.):


When there is no place of publication:


When there is no name of the Publisher:


When there is no date of issue: a date should always be indicated in any publication, distribution, copyright, print or otherwise. If no date can be determined, there is an approximate date between square brackets [], as follows:
When the author is an entity:


When the work has title and subtitle:


Unknown authorship:

When there is no author's name, the first word of the title is written in upper case. Do not use the term 'anonymous'. Exemplo:


II. Book chapter


III. Article in Journal


IV. Dissertation and Thesis

Master's thesis:


Doctoral thesis:


V) Access via Internet

Internet article with author:


SCAFFO, Maria Fátima; FARIAS, Francisco Ramos. A transmissão dos protocolos de gênero como dispositivo de submissão feminina à violência conjugal.


Internet article without any special author:


Symposia and conferences on electronic medium:


VI) Dictionary entry

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Federal University of Santa Catarina

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