NORMS FOR PRESENTATION OF WORK

Scope and policy

- Revista Katálisis is dedicated to the publication of work about current and important issues in the realm of social work, related fields and those with common interdisciplinary interests. Each edition focuses on a single theme that is previously defined by the Editorial Commission, considering its importance in the contemporary social context, but reserves space for work about other issues, as long as they are related to social work.

- The papers submit for publication must have never been published, and they may not be presented simultaneously to another journal, including the text, tables and illustrations.

- Each issue of Revista Katálisis gives priority to the publication of articles based on applied and theoretical research with detailed description of methodology.

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- The article presented must be accompanied by the Letter of Presentation, Declaration of Responsibility.
and term for the Transfer of Copyright, all properly signed (models below).

- Papers submit for publication will be analyzed by peers, who are members of the Scientific Editorial Council, or ad hoc reviewers, who will determine whether the article will be accepted or not, and can suggest that the authors make changes or adaptations to comply with the journal’s editorial norms. The final decision about the publication of papers received will be up to the Editorial Commission, based on the magazine’s editorial policy. The analysis will consider the rigor, clarity and precision of scientific production, writing quality, the content and the ethical-theoretical probity. Any modifications to the structure and content will be agreed to with the authors. No additions or alterations to the text will be accepted after an articles final evaluation and acceptance. The Editorial Commission will assure authors anonymity in the evaluation process, and assure evaluators that their participation will be classified, allowing freedom of judgment and evaluations.

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- Authors: for applied research, the names of the authors, just below the title of the article, limited to 4 (four); for theoretical research the limit is 2 (two), if there are more authors, their names can be placed in the end notes, with a description of their participation in the research (in exceptional cases, involving complex studies, a larger number of authors can be indicated, who must have their participation in the research justified on a separate sheet). For essays, reviews, interviews and adaptations of lectures, the number of authors is limited to 1 (one).

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- According to the instructions below, book reviews must have a maximum of four pages. Other works should have a maximum of 15 pages, including illustrations, graphs, tables, photos and references (if photos of people are used, even if not identified, they must be accompanied by written permission of the people photographed; photos of children or adolescents must be used in accord with the law).

- Word for Windows, should be used with the following format: typeface Times New Roman size 12, paper size A-4, space between lines of 1.5 cm, all margins should be 2.5 cm.

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- The articles presented should be rigorously edited, according to current grammatical norms.

- The work should follow the criteria of the Brazilian Association of Technical Norms (ABNT). During editing they will be adapted to the design and editorial format of Revista Katálisis. For all authors, mainly foreigners, the forms of presenting quotes and references are presented in a separate item below.

To send work, it is necessary to include:
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Examples of References
- **Books** (complete work)

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Models of documents
[Each document should be signed by all of the people listed as authors.]

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This letter should be drafted by the author submitting the work for publication. It should include the title of the paper, the edition of Revista Katálisis for which it is proposed and the complete names of the author or authors and their signatures.

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Types of Texts – Sections of the Journal

Editorial: offers critical and indepth commentary, prepared by the editors or by researchers with substantial knowledge about the subject addressed in the issue.

Articles:
Theoretical research: presents broader issues, discusses questions, analyses hypotheses and questions current paradigms; it may formulate new hypotheses and new research directions. It should have an introduction, methodology (subjects, material, procedures) results and discussion.

Applied research: original texts reporting on Research Results. They are contributions designed to present new results of empiric, experimental research, constituting complete works, with important information whose results and conclusions can be repeated or evaluated. The article should have the following structure: introduction, method (subjects, material, procedure) results and discussion.

Reports on an experience: present case studies with analysis of conceptual implications, or a description of the procedures or strategies for intervention, with methodologically suitable evidence that is of interest to the work of social workers in various fields.

Essays: present opinions and or analysis that can contribute to a reflection and deeper understanding of issues related to the subject featured in the issue.

Interviews: space for interviews with people who have conducted outstanding work related to the theme of the edition.

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