**GUIDELINES FOR AUTHORS**

**LATIN AMERICAN JOURNAL OF EUROPEAN STUDIES**

**www.eurolatinstudies.com**

The following conditions and guidelines for authors apply to all manuscripts submitted for publication in the LATIN AMERICAN JOURNAL OF EUROPEAN STUDIES. Access our Editorial Policies for more details on our submission process.

## 1. CONDITIONS FOR SUBMISSION

1.1 The Journal accepts manuscripts written in Portuguese, English or Spanish.

1.2 The authors guarantee that the submitted work is unpublished and original, unless it has been published in another language and in another country, which should include the citation that it is a version of an article already in another foreign work.

1.3 The Journal accepts manuscripts written by up to three coauthors, but it is required that at least one of them must be pursuing a PhD or master's degree.

1.4 All authors must be registered at ORCID. More information at: https://orcid.org/content/about-orcid?locale_v3=pt

1.5 Articles must have a minimum length of 15 pages and a maximum length of 25 pages, including references and footnotes.

1.6 Critical reviews and interviews must contain between 2-6 pages and be unpublished, contain specific development, following the format provided for in this Guidelines for Authors. Critical reviews may also contain references.

1.7 Articles must contain title, abstract and keywords in the original language of the text of the article and in English, when this is not the original language of the work. When the original text is in English, title, abstract and keywords can be written in Spanish or Portuguese.

1.8 The files must be submitted in Word extension (.doc or .docx), named with the title of the work (e.g. titulo.doc), so as not to allow the identification of the authors.

## 2. EVALUATION CRITERIA

When analyzing the works submitted to the Latin American Journal of European Studies, the evaluators will consider:

2.1 Title: Is it clear and appropriate to the content of the article?

2.2 Abstract - Keywords: Does the abstract present the intended objectives, the methodology and a summary of the final considerations? Is the abstract clear and concise? Do the keywords reflect the elementary ideas of the text?

2.3 Introduction: Does it present, justify and define the objectives? Does it present the investigated study problem? Does it describe the methodology employed? Do you specify the hypothesis (s) and is this (are) relevant to the proposal of the article?

2.4 Development: Is there an explanation and discussion of the theories that were used to clarify the problem? Is the internal division adequate to achieve the intended objectives? Is the theoretical foundation consistent?

2.5 Final Considerations: Are the results exposed with objectivity? Does the article bring contribution (s) to the area of study that it concerns? Are they a logical consequence of the reasoning developed throughout the article? Are they relevant to the problem and the objectives of the study?

2.6 References: Are the citations relevant to the topic addressed?

# 3. STYLE GUIDELINES

## 3.1 Format

Articles must be submitted in .doc format, A4 size paper, 3.0 cm left and top margins, 2.0 cm right and bottom margins. The article must be written in Times New Roman font (size 12), justified alignment and 1.5 line spacing. The first line of each paragraph must contain a 2 cm indent in relation to the left margin. References must be made in footnotes, Times New Roman font (size 10) with justify alignment.

Italics: Italics must be used for all words in a language other than the manuscript, including Latin expressions and figures of speech. If you want to emphasize part of the text, use italics. Bold and underlined words are not allowed.

## 3.2 Structure

When preparing the article, authors must obey the following sequence:

a. Title: with a maximum of 240 characters with spacing. The title must be in uppercase, capital letters and in bold, centered at the top of the first page.

b. Abstract: the abstract should contain 150 to 300 words, indicating the intended objectives, the methodology and a summary of the conclusions. It must be preceded by the word "ABSTRACT", in capital letters and in bold, justified alignment and with simple spacing.

c. Keywords: three keywords, separated by semicolons, preceded by the term "KEYWORDS", in capital letters and in bold, justified alignment, with simple spacing.

d. Translated title, abstract and keywords: Articles must contain title, abstract and keywords in the original language of the text of the article and in English, when this is not the original language. If it is written in English, you must present the translation of these textual elements in Spanish or Portuguese. The title must be in capital letters and in bold, with simple spacing.

e. Summary: containing the items worked on in the manuscript, organized into numbered subtitles, preceded by the term "SUMMARY", in capital letters and in bold, justified alignment, with single spacing. The formatting of the items and sub-items of the manuscript must follow the numerical sequence, excluding the Introduction, Final Considerations and References that must not be numbered.

E.g..: **SUMMARY**: Introduction; 1. Xxx; 1.1 Xxx; 1.1.1 Xxx; 1.2 Xxx; 1.2.1 xxx; 1.2.2 xxx; 2. Xxx; 2.1 Xxx; 3. Xxx; 3.1 Xxx; 3.2.1 Xxx; Final Consideration; References.

f. Body of the text: respecting the format guidelines (3.1).

- Subtitles: The body of the text should be divided into items corresponding to each part of the article, listed as described above (item 3.2, "e"). These items must be referenced at the discretion of the author. The items "Introduction" at the beginning of the article and "Final Considerations" at the end of the article are mandatory. Subheadings must be numbered, justified in capital letters and in bold. Subtitles must be numbered, justified in capital letters and in bold. A space must be given after the text that precedes them and a space on the line immediately above the text that follows them.

- Numbers: use words for numbers from 1 to 9 (e.g. one, two, three) and Arabic numerals from 10 onwards.

- Citations: citations must be made in the body of the text, using quotation marks, without italics or bold, respecting the rules indicated in item 3.3.

- References throughout the text: references made throughout the text must be in a footnote, following the model indicated in item 3.4.

- Footnotes: Footnotes can be explanatory and / or contain references. Footnotes must be numbered throughout the text. Explanatory footnotes must be succinct and used carefully. Notes containing bibliographic references must follow the rules provided for in item 3.3. Use the automatic footnote and Arabic numbers function. Place the indicative numbers of the footnotes after the punctuation, without any spaces. E.g. [...] according to what is mentioned in art. 13.[23]

g. Images: if the article contains photographic images and / or graphic drawings, these must be sent in original format (.jpeg, .png, .tiff) and in separate files (not inserted inside the text itself), with a minimum resolution of 300 dpi. In the file referring to the text, you must indicate the approximate location where figures, graphs, tables and / or tables should be included by inserting subtitles (in the language of the article).

## 3.3 Citation Guide

Direct citations must be made in the body of the text, using quotation marks, without italics or bold. The reference to the quotation must be made in a footnote.

a. Short Citations: Short quotes, with up to 70 words, must follow in the main text, using double quotes. Single quotes should be used for internal quotes. The punctuation must be placed outside the quotation marks. E.: "It is emphasized that "the dignity of the human being is inviolable. It must be 'respected and protected', forming the basis of all fundamental rights".

b. Long Citations: The use of long citations (over 70 words) is not recommended, but when

necessary, it should be included in a new paragraph, with a 4.5 indent to the left, font size 10, line spacing single, justified alignment and without first-line indent, bold, italics or the use of quotation marks.

- E.g.:

Regarding the transition from the nationality criterion to the habitual residence criterion, says A.B. Moura:

> In this context, it is clear that the change from the nationality criterion, heavily used by most member states, to the habitual residence criterion is also a response to political considerations, given that it is a much more functional connecting element. to the requirements of the Union's development because they tend to favor legal and social integration in the host country, at the same time weakening the feeling of belonging to the country of origin.

c. Omissions, integrations and text modifications: Use square brackets to omit or to integrate / modify words within a quote. E.g. [...]

## 3.4 Reference Guide

References made throughout the text must appear in footnotes, and also at the end of the text, in the section "Bibliographic References".

**Internal references**

For internal references, use the following formula: "see above/below, item X".

**Primary sources and EU legislation**

The first citation should include the full title of the source, followed by the abbreviation (in parentheses) that will be used in subsequent citations.

Example of first reference: Charter of Fundamental Rights of the European Union (EU Charter)

Subsequent references: EU charter.

**Protocols**

Example of first reference: Protocol n. 1 on the role of national parliaments in the European Union under the Treaty on European Union and the Treaty on the Functioning of the European Union

(Protocol n. 1)

Subsequent references: Protocol n. 1

## Declarations

Example of first reference: Declaration n. 15 on Article 27 on Treaty of the European Union (Declaration n. 15)

Subsequent references: Declaration n. 15

## Acts of EU institutions

Example of first reference: Regulation (EU) n. 1215/2012 of the European Parliament and of the Council of 12 December 2012 on jurisdiction and the recognition and enforcement of judgments in civil and commercial matters (Regulation n. 1215/2012)

Subsequent references: Regulation n. 1215/2012.

## EU primary and secondary law provisions

Example of first reference: art. 13, para. 1, of Regulation (EU) n. 1215/2012 of the European Parliament and of the Council of 12 December 2012 on jurisdiction and the recognition and enforcement of judgments in civil and commercial matters (Regulation n. 1215/2012).

Subsequent references: art. 13, para. 1, of Regulation n. 1215/2012.

## Acts and documents of other international organizations

To cite acts and documents adopted by bodies of international organizations, the following information must be included: body that adopted the act, international organization (when pertinent), type of act, subject or title (if any), date, sequential number of the act (if any). In subsequent references, indicate the type of act, its sequential number (if any), the year in question (in parentheses).

Example of first reference: Security Council, United Nations, Resolution 2552 (2020) of 12 November 2020, S/RES/2552 (2020).

Subsequent references: Resolution 2552 (2020).

## Bibliographic references

Names of authors: for any type of work, the name of the authors must be referenced indicating the initial of the first name of the Author followed by a period and the last name in lower case. Do not

use commas. Do not use spaces between the initials of the names. A period must follow each initial.

Examples:

J.S. Bergé

A. Tizzano

- **Books**

Use italics for published book titles. In the first reference, the title must be preceded by the name of the Author (s) (in the case of several authors, always include the names of all authors) and followed by the indication of the place (s) of publication (in its original language), the Editor (preceded by a colon), the year of publication (preceded by a comma). In case of multiple editions of the same book, indicate the year of the consulted edition. Cite references to several pages as follows: p. 12 *et seq*. Subsequent references must indicate the name (s) of the Author (s), part of the title of the book, cit. between commas, the relevant page or pages.

Examples of first reference:

Individual work: N. Araújo, *Direito Internacional Privado: teoria e prática brasileira*, São Paulo: Editora Revista dos Tribunais, 2018, p. 89.

Books with two or more authors: J. Dolinger, C. Tiburcio, *Direito Internacional Privado,* São Paulo: Editora Forense, 2017, p. 440 *et seq.*

Books published electronically (cite only the format consulted, indicate the URL, cite the relevant paragraph or chapter when page numbering does not apply): A.B. Moura (org), *O Direito Internacional Privado Europeu: entre a harmonização e a fragmentação*, Florianópolis: Editora Emais, 2019, available at https://emaiseditora.com.br/livro/e-book-o-direito-internacional-privado-europeu-entre-a-harmonizacao-e-a-fragmentacao-copia/.

Examples of subsequent references:

N. Araújo, *Direito Internacional Privado*, *cit*., p. 62.

J. Dolinger, C. Tiburcio, *Direito Internacional Privado, cit*., 2017, p. 10.

A.B. Moura (org), *O Direito Internacional Privado Europeu*, *cit*., p. 68.

- **Book chapter**

In the case of multiple authors, always include the names of all authors. Use italics for book chapter titles. The title must be followed by: *in* (in italics) the name of the book's organizer, the book title in italics, the indication of the place (s) of publication (in its original language), the publisher (preceded by a colon) and the year of publication (preceded by a comma). In case of multiple editions of the same book, indicate the year of the edition consulted. Cite references to multiple pages as follows: p. 12 *et seq*. Subsequent references should indicate the name(s) of the Author(s), part of the book's title, *cit*. between commas, the relevant page or pages.

Examples of first reference:

M.T. Jarrín, S. Riordan, *Techplomacyhacia la búsqueda de una regulación del ciberespacio y la gobernanza de internet*, *in* A.B. Moura (org.), *O Direito Internacional Privado Europeu: entre a harmonização e a fragmentação*, Florianópolis: Editora Emais, 2019, p. 95 *et seq.*, disponível em https://emaiseditora.com.br/livro/e-book-o-direito-internacional-privado-europeu-entrea- harmonizacao-e-a-fragmentacao-copia/.

Examples of subsequent references:

M.T. Jarrín, S. Riordan, *Techplomacyhacia la búsqueda de una regulación del ciberespacio y la gobernanza de internet, cit.*, p. 95.

- **Articles**

In the case of multiple authors, always include the names of all authors. Use italics for journal article titles. The title must be followed by: *in* (in italics) the name of the magazine or the review in italics (not preceded by a comma), the volume and edition number, the year of publication (preceded by a comma). In the first reference, the names of the journals or reviews must be indicated in full and in italics. Cite references to several pages as follows: p. 12 *et seq*. In the case of articles published in collective books, add before the name (s) of the Editor (s) and follow the rules for collections. Subsequent references must indicate the name (s) of the Author (s) (in lower case), part of the title of the article, *cit*. between commas, the relevant page or pages.

Examples of first reference:

A.L.C. Caravaca, *El Reglamento Roma I sobre la ley aplicable a las obligaciones contractuales: cuestiones escogidas*, *in Cuadernos de derecho transnacional*, vol. 1, n. 2 2009, p. 52 *et seq.*

Examples of subsequent references:

A.L.C. Caravaca, *El Reglamento Roma I*, *cit.*, p. 52 *et seq.*

As for articles published online, the general rule for citing journals should be integrated by reference to the date of publication (if available) and the URL of the website, during the first reference.

Examples of first reference: M.A.R Vázquez, *La ley aplicable a las obligaciones extracontractuales en el espacio europeo, in Revista Aranzadi de Derecho Patrimonial,* n. 25, 2010, p. 167 *et seq.*, https://idus.us.es/handle/11441/63859.

Examples of subsequent references: M.A.R Vázquez, *La ley aplicable a las obligaciones extracontractuales*, *cit.*, p. 168.

● **Web pages of organizations / institutions / bodies / offices / agencies *etc*.**

The citation must follow the following order: name of the institution/organization, title of the page in italics, link. Do not include a colon after the expression "available at" or the access date.

To indicate repetition of the same web page, just use the expression "*cit*" (in italics).

Example of first reference:

United Nations*, Violence, insecurity continues to plague South Sudan communities*, available at https://news.un.org/en/story/2020/11/1077982.

Example of subsequent references

United Nations*, Violence, insecurity continues to plague South Sudan communities*, *cit.*

● **Case law**

The following rules apply to references to case law in footnotes. Within the text, refer only to the name of the parties (e.g. *Australia v. Japan*).

Court of Justice of the European Union

Example of first reference: Court of Justice of the European Union, case C-463/19, *Syndicat CFTC du personnel de la Caisse primaire d'assurance maladie de la Moselle v. Caisse primaire d'assurance maladie de Moselle,* judgment of 18 November 2020, para. 15.

Example of subsequent references: *Syndicat CFTC du personnel de la Caisse primaire d'assurance maladie de la Moselle v. Caisse primaire d'assurance maladie de Moselle*, *cit.*, para. 20.

European Court of Human Rights

Examples of first reference: European Court of Human Rights, application n. 71591/17, *Gröning v. Germany*, judgment of 20 October 2020, para. 30.

Example of subsequent references: *Gröning v. Germany*, *cit*., para. 30.

International Court of Justice

Example of first reference: International Court of Justice, *Whaling in the Antarctic (Australia v. Japan)*, judgment of 31 March 2014, para. 25.

Example of subsequent references: *Whaling in the Antarctic (Australia v. Japan)*, *cit*., para. 25.

Judgments of other Courts and Tribunals

Cite the name of the court or tribunal, reference number (if any), name of the parties (if any) and date of the decision.

Examples of first reference:

United States Supreme Court, n. 71-322, *The Bremen v. Zapata Off-Shore Co.,* judgment of June 12 of 1972.

Superior Tribunal de Justiça,  Recurso Especial n. 1.799.932 – PR, *WHB Automotive S/A v. Financiadora de Estudos e Projetos – FINEP,* judgment of September 1st of 2020.

Examples of subsequent references:

United States Supreme Court, *The Bremen v. Zapata Off-Shore Co., cit.*

Superior Tribunal de Justiça, Recurso Especial n. 1.799.932 – PR, *cit.*

● **International Conventions and Treaties**

Cite the name of the convention or treaty and the date of adoption (preceded by a comma). In subsequent references, cite only the name and the year of adoption.

Examples of first reference:

The Vienna Convention on the Law of Treaties, May 22, 1969.

Universal Declaration of Human Rights, December 10, 1948.

Examples of Subsequent References:

Vienna Convention on the Law of Treaties, 1969.

Universal Declaration of Human Right, 1948.

- **Laws, Decrees and Constitutions in general**

Cite the name of the country of the Law/Decree/Constitution, name, or regulation number (preceded by a comma) and the date of entry into force (preceded by a comma). In subsequent references, cite only name/number and year.

Examples of first reference:

Brazil, Law n. 13.445, May 24, 2017.

Brazil, Decree n. 9.199, November 20, 2017.

Brazil, Constitution of the Federative Republic of Brazil, October 5, 1988.

Examples of Subsequent References:

Law n. 13.445/2017.

Decree n. 9.199/2017.

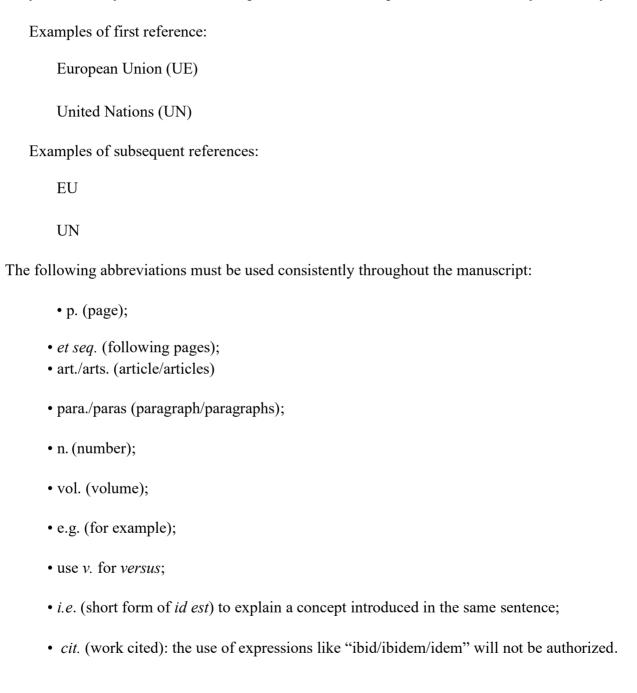Constitution of the Federative Republic of Brazil, 1988.

## 3.5 References

At the end of the text, list all references used throughout the work with single spacing. The references must be listed in alphabetical and chronological order, following the model of the first reference indicated in item 3.4.

Page numbers should not be included in the references in the "References" section.

## 3.6 Abbreviations

Do not use acronyms on the first occurrence. Provide the full name of the relevant institution or body, followed by the abbreviation in parentheses. In subsequent citations, use only the acronym.

Examples of first reference:

European Union (UE)

United Nations (UN)

Examples of subsequent references:

EU

UN

The following abbreviations must be used consistently throughout the manuscript:

• p. (page);

• *et seq.* (following pages);
• art./arts. (article/articles)

• para./paras (paragraph/paragraphs);

• n. (number);

• vol. (volume);

• e.g. (for example);

• use *v.* for *versus*;

• *i.e*. (short form of *id est*) to explain a concept introduced in the same sentence;

• *cit.* (work cited): the use of expressions like "ibid/ibidem/idem" will not be authorized.

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