

## SUBMISSION RULES

**1** The *Revista Brasileira de Direito Constitucional (RBDC)* accepts for publication: (a) monographic or scholarly works, (b) bibliographic reviews or commentary, (c) commentary on laws or bills of law, (d) commentary on court decisions, (e) conferences.

**2** Works in any category must be unpublished and pertinent to the theme chosen for each issue.

**3** Works must be sent to the head office of *Escola Superior de Direito Constitucional (ESDC)* in printed form, initialed by the author(s), and in electronic form, on a diskette or by e-mail (rbdc@esdc.com.br). Electronic files must be in RTF (Rich Text Format) or TXT (Text Format).

**4** The original must be submitted with the following *obligatory elements*:

**4.1 Identification**, informing: (a) a brief, specific and descriptive *title* (in the original language and in English), containing words that represent its contents; (b) a *title note*, for special works such as a thesis, report, translation, critique, anthology, etc.; (c) *indication of the author(s)* in order of responsibility or in alphabetical order; (d) *qualification of the author(s)*: profession, institutional relationship, academic title (prefer identifications that qualify the author in the subject matter at hand), complete mailing address, e-mail address, and telephone and fax numbers; (e) *credit* for any adapters, translators and assistants;

**4.2 Abstract** (in the original language and in English): no more than 250 words summarizing the work's main points, purposes or objectives, methodology, and results and conclusions;

**4.3 Key Words** (in the original language and in English): up to seven terms that indicates the contents of the work, avoiding words that appear in the title whenever possible;

**4.4 Text** of twenty (20) to fifty (50) pages of thirty (30) lines, in A4 format (21.00 x 29.70 cm), 3.0 cm margins, no indentation, 1,5-spaced lines, justified alignment, double-spaced paragraphs, font "Times New Roman" size twelve (12);

**4.4.1** The text *showing the sections and subsections*, divided according to the progressive Arabic numeral system (e.g. 1., 1.1, 1.1.1);

**4.4.2** The *introduction* lay the groundwork and clearly specify the objectives and methodology used to achieve them; this generally entails a description of the sources, methods and materials used;

**4.4.3** The *results* be clearly explained and discussed;

**4.4.4** The *indications of sources* (references) be included in the text, between parentheses and never placed in a footnote, according to the author-date system (author's name, year and page number);

**4.4.5** The *quotations* be placed in quotation marks, indicating any omissions ("..."), interjections or comments ("[ ]"), and emphasis or highlighting not in the original;

**4.4.6 Emphasis**: that bold type be restricted to titles; don't use bold type to subtitles and those italics be used for definitions or words in a foreign language.

**4.5 References**: (used or referred to in the text) must be listed together at the end of the article, in alphabetic order by author's last name; must be complete and drafted according to the standards of the Brazilian Association of Technical Standards (ABNT) – NBR 6.023. For example:

**a) monographs**: author; title in italics; edition; publication (place, publisher and year); physical description (number of pages or volumes); series or collection. Example:

FLORIANI, José Valdir, *Professor e pesquisador: exemplificação apoiada na Matemática*. 2<sup>nd</sup> ed. Blumenau: FURB, 2000. 142 p. (Programa Publicações de apoio à Formação Inicial e Continuada de Professores).

**b) articles in periodicals:** author; title; name of periodical in italics; place of publication; volume number; insert number; first and last page numbers of the article; month; year. Example: GOROVITZ, Matheus. Da educação do juízo de gosto. *Revista Brasileira de Estudos Pedagógicos*, Brasília, vol. 79, № 193, pp. 86-94, September/December 1998.

**5.** The original must be submitted with the following optional elements:

**5.1 Table of Contents:** showing only the sections and subsections of the document, it's all the same order and writing of succeeding in the document;

**5.2 Notes** (that footnotes and that last document) must be avoided. When necessary, they should serve as supplemental notes, references to internal and external material, introductions to a relevant quote and translations of a passage;

**5.3 Tables, figures, illustrations or charts:** the desired location of these elements must be indicated in the body of the text by the word TABLE or FIGURE or ILLUSTRATION or CHART, followed by its number of order. These elements must be sent on separate pages, numbered and headed with concise titles. Any commentary or indication of font must be placed in an endnote;

**5.4 Appendices or attachments:** may be included as necessary.

**6** The original of the rest documents accepts for publication must be submitted with the compatible elements.

**7** The process of evaluation of submissions and acceptance by the Editorial Board will not exceed three months and will follow certain general guidelines. The works: 1) must be unpublished in Brazil; 2) must be pertinent to the theme chosen for each issue; 3) must be current and of scientific, academic or literary quality.

**8** The authors are responsible for the unedited of the articles, to commit not to publish it anywhere else in Brazil and Internet for one year and to assign the copyrights to ESDC. When applicable, to permit translations. The authors are entirely responsible for the contents of and the comments in their respective articles.

**9** The Editorial Board of RBDC reserves the right to adapt submissions to the above-established formal guidelines, subject to the final review of the author.

**10** ESDC will publish the texts or only titles, abstracts and key words of the same ones, along with the respective authors and their credentials, on the Internet and in other appropriate media.