

PAPER'S TITLE

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ABSTRACT

The abstract may vary between 100 and 200 words, and should be presented in Spanish/Catalan and English (in case of papers written in English, just write the abstract in English). The content of the abstract must include which aspects you will discuss in your paper, including the introduction, objectives, methodology and results. For the abstract, use Arial 9 without using underline or bold, with full justification and single spacing.

MAIN BODY

For the body, use Arial 10 without using underline or bold (will only be used headings and titles of tables and figures), with full justification and single spacing.

The text will be divided into logical sections, with descriptive headings, numbered at different levels, in bold (first and second level) and italics (third level):

1. FIRST LEVEL HEADING

1.1. Second level heading

1.1.1. *Third level heading*

Paragraphs will begin without tabulation and with single spacing with regard to the title or the prior paragraph.

The tables should be included in the same page of the text where they are quoted. If the table is too big, a single page immediately after the page where it was quoted will be used. In the text we will refer to them as Table 1, Table 2... Each table will have at the bottom its number and title, and the source of data will be specified. If they were produced by the author "Own elaboration", "Prepared by the author" or similar will be recorded as a source.

Graphics, maps, diagrams, pictures... will be considered as figures.

Figures will be included in the same page of the text where they are quoted. If the figure is too big, a single page immediately after the page where it was quoted will be used. Each figure will have at the bottom its number and title, and the source of data will be specified. If they were produced by the author "Own elaboration", "Prepared by the author" or similar will be recorded as a source.

A reference list, in alphabetical order by author, should be included at the end of the manuscript. The content and format of each reference in this list should be in concordance with the APA standard and according to the following examples:

Book

Acosta, L. E. (1995). *Guia pràctica para la investigación y redacción de informes* (8^a ed.). Buenos Aires, Argentina: Paidós.

Chapter in a book

Young, F. W. (1972). A model of polynomial conjoint analysis algorithms. In R.N. Shepard, A.K. Ronney y S. Nerlove (Eds.), *Multidimensional scaling: Theory and applications in the behavioral sciences* (Vol. 1). New York: Academic Press.

Electronic book

Shotton, M. A. (1989). Computer addiction? A study of computer dependency. Recuperado el 12 de septiembre de 2000 de <http://www.ebookstore.tandf.co.uk/html/index.asp> Journal article
León, O. (1984). El uso del término “significativo” en los informes experimentales. *Revista de Psicología General y Aplicada*, 39, (2), 455-469.

Magazine article

Sánchez, A. (2000, mayo). Bogotá: La capital más cercana a las estrellas. *Geomundo*, 24, 20-29. Electronic journal article
Lewis, J. (2001). Career and personal counseling: Comparing process and outcome. *Journal of Employment Counseling*, 38, 82-90. Recuperado el 12 de Junio de 2002 de <http://proquest.umi.com/pqdweb>

Printed newspaper article

Ferrer, M. (2000, 14 de julio). El Centro de Bellas Artes escenario para 12 estrellas de ópera. *El San Juan Star*, p. 24

Electronic newspaper article

Melville, N. A. (2002, 6 de junio). Descubra los poderes del ácido fólico. *El Nuevo Día Interactivo*. Recuperado el 12 de junio de 2002 de <http://endi.com/salud>

Unpublished doctoral dissertation

Rocafort, C. M., Sterenberg, C., & Vargas, M. (1990). La importancia de la comunicación efectiva en el proceso de una fusión bancaria. Unpublished doctoral dissertation, Universidad del Sagrado Corazón, Santurce, Puerto Rico.

Legal regulations

Ley no. 18.962 (1990). Ley orgánica constitucional de enseñanza. *Diario Oficial de la República de Chile*.

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| Item | Value |
|------|-------|
| One | 1 |
| Two | 2 |

Table 1. This is table 1. Source: Authors (2017).



Fig 1. This is Figure 1. Source: Authors (2017).

Other instructions:

- The text must be written in electronic format compatible with Microsoft Word and DIN-A4 size. Margins should be as follows: left 3 cm, right, top and bottom 2.5 cm.
- Tables and Figures should be in JPG or TIFF format with a minimum resolution of 300 dpi.
- The article (including title, main text, notes, graphs, tables, figures, maps and bibliographic references) should not exceed 12 pages. Illustrations of the texts must be submitted in digital format, with a resolution high enough to guarantee the quality of their reproduction (minimum 300 dpi), preferably in JPEG or TIFF formats. The illustrations cannot be more than 3 pages long.
- The article should preferably be of the following structure: Introduction / Objectives / Methodology/ Results discussion/ Conclusions / References.
- All pages should be numbered, starting with the cover page as page 1.
- Footnotes should be avoided and its information should be included in the text.
- Full papers must be sent to: stcb@cett.cat