

Norms for Postulation of articles of Estudios Magazine

Definition of Estudios Magazine

Estudios Magazine is a publication that develops in the History and Culture section of the General Studies school of the University of Costa Rica and its dedicated to reflect around history, communication, language, philosophy, art and every theme relevant to humanism.

The articles presented to Revista Estudios must comply with the following norms:

1. Present articles that refer to the mentioned themes.
2. Only articles in two modalities will be received.
 - a) Sent by email at: revistaestudios.eeg@ucr.ac.cr
 - b) Sent by the online portal of magazines of the University of Costa Rica, subscription is free through this address:
<https://revistas.ucr.ac.cr/index.php/estudios/user/register>
3. The articles must be original, they must not be published in repositories, websites or blogs. They cannot be postulated at the same time in another magazine.
4. All articles must come with the letter of acceptance of copyright that can be sent scanned as a document by email or by the Magazine Portal of the University of Costa Rica. Consult the letter of acceptance of copyright through the following address:
<https://revistas.ucr.ac.cr/public/journals/21/documentos/Carta-de-Derechos-de-Autor.pdf>
5. Its necessary to attach a short curriculum of no mor than 200 words of the author pointing out academic degrees, specialty, place of work, areas in which he develops and positions, email and telephone.

6. The articles are received in the following languages: Spanish, English, French, Italian and Portuguese. if you would like to propose another language ask through the email of the magazine.
7. Articles must be sent in Word format.
8. Use the normal margins: top and bottom 2,5 cm. Left and right 3 cm.
9. The maximum length of the articles is around 7 thousand words or 25 sheets of letter sized document. If the articles is bigger it can be studied for its publication.
10. The font is Arial 12 and space and a half (1.5).
11. The articles must have the following parts:
 - a) **Títile:** clear and concise.
 - b) **Author:** put the complete name without academic degrees, university or institution of work and country of the previous and an email.
 - c) **Summary:** In one paragraph of less than 150 words, the objetive of the article and its conclusions must be point out. It should be in spanish or the native language. It must be concise and explanatory,
 - d) **Key words:** 5-7 key words separated by semicolon
 - e) **Title:** In English
 - f) **Abstract:** In one paragraph of less than 150 words, the objetive of the article and its conclusions must be point out in English or a second language. it must coincide exactly with the article in the native language
 - g) **Keywords:** 5-7 key words in english or a second language separated by semicolon
12. Do not use footer notes instead add a final page titled notes.
13. Las imágenes y tablas deben ir en el documento de manera enumerada. Sin embargo, se recomienda adjuntarlas también en otro documento adjunto en formato Word como respaldo. The images and tables must be in the document numbered. It is recommended to attach them in another document in Word format as a backup.

14. The bibliography must be in alphabetical order with the APA model that can be consulted through the following link:
<https://revistas.ucr.ac.cr/public/journals/21/documentos/Estilo-de-la-APA-2017.pdf>
15. All references should be in APA. In articles specialized in History the Chicago model may be used.
16. In case of plagiarism the article will be rejected. In cases where the Normative of the system of plagiarism detection is contemplated the author will be notified so that the necessary changes are made. Consult the normative in the following link :
<https://revistas.ucr.ac.cr/public/journals/21/documentos/Doc-4-Sistema-de-Detecci%C3%B3n-de-Plagio-esp%C3%A1%C3%B1ol.pdf>
17. Before the article is sent for revision in pairs an ad portas revision will be made to ensure it complies with the minimum requisites presented in this document. The editors would inform if changes should be made to the article or if it is rejected.
18. Elements taken into account by the editorial committee to continue with the process of revision by pairs are :
 - a) If the work fills expectations for its academic content.
 - b) What new input or thesis it brings about the topic.
 - c) That it has a good theoretical and investigation backup.
 - d) That a good use of language is demonstrated in the article, expositive clarity and correct organisation of ideas.
19. Revista Estudios declares it's open to the participation of authors that are not part of the editing institution and clarifies that any person that proposes articles in this publication must respect the lining of the Code of Ethics that can be consulted in the following link:
<https://revistas.ucr.ac.cr/public/journals/21/documentos/codigo-etico.pdf>
20. The reception of manuscripts does not mean they will be published, the whole editing and evaluation process must be done. Consult through the next link:
<https://revistas.ucr.ac.cr/index.php/estudios/about/editorialPolicies#openAccessPolicy>

Periodicity

Revista Estudios is a biannual publication starting at number 25. Before that it was an annual publication. The current link is the following <http://revistas.ucr.ac.cr/index.php/estudios>

This publication can also be seen in the official website of the school of General Studies of the University of Costa Rica: <http://www.estudiosgenerales.ucr.ac.cr/estudios/indexhtml>.

Revista Estudios has digitalized all its publications except number 3. Currently we are trying to recover the corresponding documents to the publication.

The articles must be sent to the email of the magazine that shows up in the portal of academic magazines of the University of Costa Rica or to the email revistaestudios.eeg@ucr.ac.cr

The articles are received until April 3 for first edition and October 15 for second edition.

Estudios Magazine publishes online the first number on June 1 and the second number on December first of the corresponding year.

To send articles you must:



