

The texts should be between 750 and 3000 words long (the number of words is simply indicative, but very long texts are not recommended).

After applying the improvements recommended by the reviewers and the Scientific Committee, please prepare a document in editable format (.docx, .doc, or .odt) with the following mandatory characteristics (from section A to section E) and submit it on the CMT platform, using the "Camera Ready" link

Section A (Scheme)

- PAPER SIZE: A4
- Top and bottom margins: 2.5 cm; Right and left margins: 3 cm.
- Do not include page numbers.
- Do not include any information in the header or footer.

Section B (Identification)

- On the first page of the document, the first line should have the title, without quotation marks or other graphic elements and without punctuation at the end.
- The second line should contain the name of the first author, followed by the name of the school or university or research center, the country and the author's usual contact email address, separating each piece of information with a comma. (Reduce the text to no more than 100 characters, including spaces.)
- If there are co-authors, repeat the previous procedure, using one line for each author.
- Leave 2 blank paragraphs after the last line of the authors.

Section C (Summary)

C1 - If the text is written in Portuguese:

- 1 - include the words "Resumo: " followed by the abstract in Portuguese in a single paragraph.
- 2 - immediately after the abstract paragraph, include the words "Palavras-chave: " and write the keywords in Portuguese, separated by semicolons, up to a maximum of five!
- 3 - Leave a paragraph blank.
- 4 - Repeat steps 1 and 2 for the English abstract, replacing "Resumo: " with "Abstract: " and "Palavras-chave: " with "Keywords: ". The rest of the procedure is the same.

C2 - If the text is written in English:

- 5 - include the expression "Abstract: " followed by the abstract in English in a single paragraph.

6 - immediately after the abstract paragraph, include the expression "Keywords: " and write the keywords in English, separated by semicolons, up to a maximum of five!

7 - Leave a paragraph blank.

8 - Continue with points 1 and 2 (C1).

C3 - If the text is written in Spanish:

9 - include the words "Resumen: " followed by the abstract in Spanish in a single paragraph.

10 - immediately after the abstract paragraph, include the words "Palabras clave: " and write the key words in Spanish, separated by semicolons, up to a maximum of five!

11 - Leave a paragraph blank.

12 - Continue with points 1 and 2 (C1).

13 - Leave a paragraph blank.

14 - Continue with points 5 and 6 (C2).

Section D (Body of the text)

- Do not use more than three levels of hierarchy for headings (section heading, subsection heading and additional subsection heading). If you use numbering in the headings, it should be of the type: 1. (section heading), 1.1 (subsection heading), 1.1.1 (additional subsection heading).

- Leave a blank paragraph before the headings, but don't leave any blank space after the headings.

- Don't worry about the alignment of the text (it will be done by us), but do worry about correct spelling and other writing rules.

- If you use tables or charts in your document, make sure that they are editable, i.e. that they are not in image format. However, if you must use image format, the image must be of scalable quality (PNG or SVG at 300 dpi).

- If you use graphics (charts), preferably use editable charts or graphics in image format with scalable resolution for good quality (300 dpi, in PNG or SVG format).

- If you use images, make sure they have a minimum resolution of 300 dpi and are in a quality scalable format. Opt for images in PNG, JPG or SVG format. Don't forget to reference the source of the images if they are not from the authors of the document - identify the source underneath the images.

- Links, always include the full URL - with the exception of the protocol. For example: www.gentequesabe.com/fazercafe.html. Don't leave hyperlinks hidden. Don't include them in footnotes or at the end of sections.

- Remember to add captions to all tables, charts, images and graphs. In the APA standard, captions precede the elements.

Section E (References)

- At the end of the document, include a list of the sources cited - the bibliographical references
- under the heading "References". This list must comply with APA 7th edition standards and be ordered alphabetically. If there is a hyperlink or DOI in a reference, do not add punctuation at the end of the reference.

Section F (Annexes - optional)

- If the work has annexes, they should be included in this section, numbered on the first line with the expression "Annex x" where x stands for a number.

Section G (Acknowledgement or sponsorship - optional)

- If the work has to mention acknowledgments or sponsorships that have not already been included in the body of the text, they can be done at the end, inserting the title "Acknowledgments" or another appropriate heading in the first line.