Norms concerning papers structure

1. The authors must send a complete version of the paper (max. 20 pages), in the original Microsoft Word file, through the electronic platform of the event.
2. Texts must be processed in Microsoft Word for Windows (97 or later version). All written text must be black.
3. Graphics, maps, diagrams, etc. shall be referred to as “Figures” and tables shall be referred to as “Tables”.
4. Mathematical expressions must be as simple as possible. They will be presented on one line (between two paragraph marks) and numbered sequentially at the right margin, with numeration inside round brackets. Equation Editor (Microsoft) or Math Type are the accepted Applications for original format files.
5. The paper must have no more than four co-authors. Exceptions may be accepted when a reasonable explanation is presented to the Scientific Committee. Authorship must be limited to actual and direct contributors to the conducted research.
6. Text must be processed in A4 format, Times New Roman font, size 12, line space 1.5 and 6 pt space between paragraphs. The upper, lower, left and right margins must be set to 2.5 cm.
7. The first page shall contain only the paper’s title, the author’s name, author’s affiliation, country and e-mail.
8. Second page shall contain the title and the abstract of the paper, in English and, if possible, in Portuguese as well, with no more than 250 words, followed by two lines, one with the key-words to a limit of 5.
9. Text starts on the third page. Sections or chapters are numbered sequentially using Arabic numbers only (letters or Roman numeration must not be used).
10. Figures and Tables must contain a clear source reference. These shall be as clear as possible. Each must have a title and, if applicable, a legend.

Norms concerning bibliographic references

1. The references listed at the end of each paper shall only contain citations and references actually mentioned in the text.
2. To ensure the anonymity of papers, each author’s self references are limited to three and no expressions that might betray the authorship are allowed (for example, “as we affirmed in previous works (cfr. Silva (1998:3)”).
3. Authors cited in the text must be indicated by his/her surname followed, within round brackets, by year of publication, by “:” and by the relevant page number(s). For example, the citation “Silva (2003: 390-93)”, refers to the work written in 2003 by the author Silva, on pages 390 to 393. If the author is merely mentioned, indication of “Silva (2003)” is sufficient.
4. In case an author has more than one work from the same year cited in the paper, citation must be ordered. For example: Silva (2003a: 240) and Silva (2003b: 232).
5. References must be listed alphabetically by authors’ surnames, at the end of the manuscript. The name will be followed by year of publication inside round brackets and the description, thus:

Monographs: Silva, Hermenegildo (2007a), The Vegetables Theory, Cambridge, Agriculture

Press Collection: Sousa, João (2002), “Weed Killers and Manure” in Cunha, Maria (coord.), Farming - Theories and Practices, London, Grassland Publishing Company, pp. 222-244

 Journal Papers: Martins, Vicente (2009), Tasty Broccoli, Farmer Review, Vol. 32, nº 3, pp. 234-275 

TÍTULO

TITLE

**First Name Surname1, B. Author2, C. Author 3, D. Author 4**

1 Institution, Address, Country, Email (Arial 9, normal, left)

2 Institution, Address, Country, Email

3 Institution, Address, Country, Email

4 Institution, Address, Country, Email

 (If you need more lines you can insert here)

**TITLE OF PAPER**

**RESUMO**

O resumo não deve ultrapassar as 250 palavras.

***Palavras-chave:*** *3 a 5 palavras-chave (em ordem alfabética)*

**ABSTRACT**

The abstract should not exceed 250 words.

***Keywords:*** *3-5 keywords (in alphabetical order)*

1. INTRODUCTION (THIS IS THE STYLE TO USE FOR THE TITLES OF SECTIONS)
	1. Font and spaces (this is the style to use for the titles of subsections)

The font used should be **Times New Roman**. In this model you can find the style that you need to implement thearticle.

Figures and tables must be centered in the text wherever you want to put. Should not be concerned by the text. Example:

Table 1: Table title

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sample | X | Y | … | … |
| X |  |  |  |  |
| Y |  |  |  |  |
| Z |  |  |  |  |

The images (photos or other documents) must also be labeled with the figures and must be print quality.

Figures and images, the caption should appear below and centered. Example:



Figure 1: Example of figure.

BIBLIOGRAPHY

Silva, Hermenegildo (2007a), The Vegetables Theory, Cambridge, Agriculture

Sousa, João (2002), “Weed Killers and Manure” in Cunha, Maria (coord.), Farming - Theories and Practices, London, Grassland Publishing Company, pp. 222-244

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