



SUBMISSION RULES | STYLE GUIDE

I. Proceeding

Authors must submit their unpublished papers electronically, in Word format, to the following e-mail catolicalawreview.fd@ucp.pt until February 1st or September 1st of each year, in accordance with the Peer Review Regulation.

II. Allowed languages

1. Publications must be either in Portuguese (following the new spelling agreement) or in English.
2. Articles in Portuguese shall always bear the title, the abstract and the keywords (keywords) in both Portuguese and in English.

III. Text and footnotes structure and formatting

Publications must meet the following requirements:

1. Maximum length

- a) 90.000 characters (spaces included) for articles;
- b) 50.000 characters (spaces included) for jurisprudential comments;
- c) 25.000 characters (spaces included) for book reviews.

2. Introduction

- a) Title of the article (in English or Portuguese/English): *Times New Roman*, 12, **bold**, centred;



b) Author(s) identification: *Times New Roman*, 12, small caps, right justified;

c) Indication of affiliation: footnote, *Times New Roman*, 10;

d) Abstract in English or Portuguese/English: *Times New Roman*, 10, 10 lines maximum;

e) Keywords in English or Portuguese/English: *Times New Roman*, 10, 5 lines maximum;

f) List of quoted abbreviations in the initial footnote: *Times New Roman*, 10.

3. Text

a) The text should be written in *Word* format, *Times New Roman*, 12, single space;

b) Words in a foreign language, Latin included, should be in italic (with the exception of “in”) without quotation marks;

c) Citations should have double quotation marks («...»), and should not be in italic;

d) In the event of a long citation (more than five lines), a block quotation should be used (margins wider by a centimeter on each side in relation to the body text);

e) If the quoted author uses quotation marks in the text cited, the author should apply another kind of quotation marks to signal the beginning and the ending of the citation («... “...”...»).

4. Footnotes

a) Footnotes should be written in *Word* format, continuous numbering, *Times New Roman*, 10, single space;



b) A space should be left between the number of the footnote and the text;

c) Words in a foreign language, Latin included, should be in italic (with the exception of “in”) without quotation marks;

d) Citations should have double quotation marks, («...»), and should not be in italic;

e) If the quoted author uses quotation marks in the text cited, the author should apply another kind of quotation marks to signal the beginning and the ending of the citation («... “...”...»).

IV. Bibliographic citations in the text or in a footnote

The author should avoid citations or references enabling her identification, and should therefore be cited in the way of other authors.

The author should adopt, in both the text or in the footnotes, the author-date system.

Example: NOZICK (1974), p. 23.

V. Bibliography

A full bibliography at the end is required and should include all and only the titles mentioned in the text, using the following criteria:

a) The author should always be identified by his last name, with the exception of Spanish authors that should be identified by their last but one name;

b) Articles published in journals, in collective editions or in book chapters shall indicate their first and last page;

c) The author's name must be followed by the publication date in round brackets.



1. Book:

- Author's name in small caps;
- Date of publication;
- Book title in italic;
- Edition (if there is more than one);
- Publisher;
- Place of publication.

Example: NUSSBAUM, Martha, 2008, *Women and Human Development – The Capabilities Approach*, 13.º ed., Cambridge University Press, New York.

2. Article in a journal:

- Author's name in small caps;
- Date of publication;
- Article title in quotation marks;
- Journal's name in italic;
- Issue and/or year of publication;
- First and last page numbers.

Example: JOHNSON, Marianne, 2006, “The Wicksellian unanimity rule: The competing interpretation of Buchanan and Musgrave”, *Journal of History of Economic Thought*, vol. 28, number 1, pp. 57-59.

3. Article in collective editions or book chapters:

- Author's name in small caps;
- Date of publication;



- Article's title in quotation marks;
- Book's title in italic following "in";
- Identification of the organizer/coordinator/editor/etc.;
- Edition (if there is more than one);
- Publisher;
- Place of publication;
- First and last page numbers.

Example: ALMEIDA, Luís Nunes de, 1989, "O Tribunal Constitucional e o conteúdo, a vinculatividade e os efeitos das suas decisões" *in Portugal – O Sistema Político e Constitucional, 1974-1987*, Mário Baptista Coelho (coord.), Instituto de Ciências Sociais da Universidade de Lisboa, Lisboa, pp. 941-972.

4. For dissertations, working papers and other unpublished materials, it suffices to identify the author, year, title, format and institution.

Example: FRANCO, A. L. Sousa, 2002/2003, *Sumários de Direito da Economia/Direito Económico*, apontamentos, Faculdade de Direito da Universidade Católica Portuguesa.

5. For internet-based material, one should identify the author, date, title, hyperlink, day, month and year of the visit.

Example: Banco de Portugal (2008), *Relatório dos Sistemas de Pagamentos e de Liquidação Interbancária 2007*, in <http://www.bportugal.pt> (5.05.2009).

6. If the work belongs to more than three authors, one of the following rules should be applied:



— AAVV;

— [name of the first author] *et alii*;

Examples: AAVV, 2008, “Welfarism, extra-welfarism and capability : The spread of ideas in health economics”, *Social Science & Medicine*, number 67, pp. 1190-1198.

COAST, Joanna *et alii*, 2008, “Welfarism, extra-welfarism and capability : The spread of ideas in health economics”, *Social Science & Medicine*, number 67, pp. 1190-1198.

VI. Case law

References to Portuguese case law shall indicate the court, date, judge rapporteur and respective source.

Examples:

— Acórdão do STJ de 20.06.1995 (Pais de Sousa), *BMJ*, 448, 1995, pp. 371-377;

— Acórdão do STJ de 02.05.1996 (Sá Nogueira), in www.dgsi.pt

When quoting foreign case law, the author can follow the quotation standard in that jurisdiction.