**Title of the contribution/ Calibri 12 bold**

**Last Name, First Name1; Last Name, First Name2/Calibri 10 bold** (Two files will be sent, one of them completely anonymous).

1. Institution, Department, Centre, City, Country, e-mail/Calibri 8

2. Institution, Department, Centre, City, Country, e-mail/Calibri 8

**Abstract**

The abstract should not exceed 250 words and should be 3 (translated into English, Spanish and Portuguese, and their order will always be to place first the abstract in the same language as the language of the text and the other two in any order). Calibri 9, single-spaced, and line-spaced after paragraphs: 6pt. Text justified at both ends. Use quotation in the text. No footnotes are allowed.

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**Key words:** up to 5 significant words (in case of compound words, maximum by two) separated by commas and in lower case, except for proper nouns, and preferably obtained from the UNESCO Thesaurus (<https://vocabularies.unesco.org/browser/thesaurus/en/> ). Calibri, size 10. E.g.: stories, ecofeminisms, Japan, environmental justice, socio-spatial organising.

**Resumen**

El resumen no debe exceder las 250 palabras y deben ser 3 (traducido al inglés, español y portugués y su orden será siempre colocar primero el resumen en el mismo idioma que el idioma del texto y los otros dos en cualquier orden). Calibri 9, a espacio simple, y a espacio de línea después de los párrafos: 6pt. Texto justificado en ambos extremos. Usar citación en el texto. No se permiten notas a pie de página.

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**Palabras clave:** hasta 5 palabras significativas (si son compuestas, máximo por dos) separadas por comas y en minúsculas, salvo nombres propios y preferentemente obtenidas del Tesauro de la UNESCO (<https://vocabularies.unesco.org/browser/thesaurus/es/>). Calibri, tamaño 10. Ej: historias, ecofeminismos, Japón, justicia ambiental, organización socioespacial.

**Resumo**

O resumo não deve exceder 250 palavras e deve ser de 3 (traduzidos para o inglês, espanhol e português e sua ordem será sempre a de colocar primeiro o resumo no mesmo idioma do texto e os outros dois em qualquer ordem). Calibri 9, espaçamento simples, e espaçamento de linha após os parágrafos: 6pt. Texto justificado em ambos os extremos. Utilizar citação no texto. Não são permitidas notas de rodapé.

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**Palavras-chave:** até 5 palavras significativas (em palavras compostas, no máximo duas) separadas por vírgulas e em letras minúsculas, exceto para nomes próprios e, de preferência, obtido do Thesaurus da UNESCO (<https://vocabularies.unesco.org/browser/thesaurus/es/> até que o site oficial em português esteja disponível, o site em espanhol pode ser usado e o termo em português pode ser traduzido e colocado). Calibri, tamanho 10. Por exemplo: histórias, ecofeminismo, Japão, justiça ambiental, organização socioespacial.

**1. Introduction**

This document provides the style guidelines that authors must adhere to and use as a template. Full articles should be written in Word or similar and have between 5000 and 9000 words, including notes and references in Chicago Author-Date style (17th ed.) https://www.chicagomanualofstyle.org/tools\_citationguide/citation-guide-2.html

Authors are required to strictly follow the template format.

It is suggested to follow the typical content structure organized in sections: introduction/hypothesis, method, results, and conclusion/discussion.

No previously published texts are accepted. Astrágalo only publishes original texts. However, when the text presented is endorsed by a proven quality derived from the original publication or the author, and its contribution to Astrágalo is the translation into one of the accepted languages and always different from the original, its acceptance is at the discretion of the journal's scientific committee.

Authors, when submitting a text for consideration by the journal, agree to all its prerogatives, including acknowledging that the text submitted to our reviewers is not simultaneously being subjected to arbitration in another journal.

On its part, the Astrágalo magazine declines all responsibility for the ideas communicated by the authors.

Registration on the OJS PKP platform of the journal is mandatory, and all authors' data must be completed. Each co-author must meet these registration requirements before submitting the text. It is essential to complete all personal data, as well as ORCID, affiliation, and a brief CV in the 3 languages.

If there is funding (mandatory if public, recommended if private), it must be recorded both on the platform and in a footnote.

Please familiarize yourself with the journal's good practices statement, as well as the use of inclusive and non-sexist language. <https://revistascientificas.us.es/index.php/astragalo/goodpractices>

**2. Language**

The complete work can be written in Spanish, English or Portuguese. Variants of languages are accepted, provided they are used consistently throughout the entire text (examples: Argentine Spanish, Brazilian Portuguese, or Australian English).

Basic rules for articles written in English:

|  |  |
| --- | --- |
| British English | U.S. English |
| realise | real**ize** |
| colour | color |
| calibre | caliber |
| cancelling | canceling |
| aeroplane | airplane |
| aluminium | aluminum |
| cheque | check |
| cosy | cozy |
| furore | furor |
| kerb | curb |
| mould | mold |
| moustache | mustache |
| pyjamas | pajamas |
| sceptical | skeptical |
| speciality | specialty |
| sulphur | sulfur |
| tyre | tire |

It is correct in British writing to use single quotation marks for direct speech and double quotation marks to enclose quoted material within. For example:

*She still sounds amazed when she says: ‘We were turned down because “we represented too small a minority of the population”. They could still get away with saying things like that then.’*

**3. Page formatting**

The margins of the A4 paper will be: 2 cm at the top, 2 cm at the bottom, 2.5 cm on the left, and 2.5 cm on the right. Text justified on both ends.

**4. Body of text presentation**

The main text should be written in Calibri, size 10, single-spaced, with a line space after paragraphs: 6pt. Text justified on both ends. Use in-text citation (Last name year) or (Last name year, p.).

Authors who wish to highlight a term (highlighted words, terms in a language other than the original) or name a book or article can use italics. The use of bold or CAPITALS in titles or in the text itself should be avoided.

Parentheticals within the text will be incorporated with long dashes, not in parentheses or brackets.

The usage can be consulted at the link <https://en.wikipedia.org/wiki/Dash>.

You can use, for Windows, the key combination ALT0151 (on the numeric keypad) or for MacOS ⌥ + ⇧ + -. A second option is, in word processors like Word, to search in Insert/Symbol—

**5. Paragraph titles**

The paragraph titles must be aligned to the left, without indentation, and in decimal numbering. The format is as follows:

**5. Level 1 title**

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**5.1. Level 2 title**

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Subdivisions in paragraphs below the second level should be avoided.

**6. Pictures and tables**

They must be inserted within the text (no more than 10 between tables and images), with a maximum width of 16 cm and a maximum height of 10 cm, resolution 300ppp. In case of narrower width, justify to the left. Composite images are allowed.

Each one will have a name Fig. X referenced within the text as (Fig. X.) The title of the image will be written in Calibri, size 8, indicating title, author, year, and sources. It is allowed to accompany a small comment, provided that it is indispensable. The images and tables provided must be owned by the authors or, if applicable, have the rights assigned for this publication. The Astrágalo journal declines all responsibility for the possible fraudulent use of the graphic material (images, tables, etc.) attached to it, which correspond exclusively to the authors. If the images lead to authorship recognition, they must be anonymized in the anonymous version.



Fig. 1 Contrast between modern attitudes: Princess Mathilde's Veranda c1864, compared to the proposal for the Japanese salon at the 2008 Venice Biennale by architect Junya Ishigami. Source: xxxx.

**7. Citation**

It is necessary to include the citation every time we use a source, whether through a direct quote, a paraphrase, or a summary of the author's words or ideas, as well as including them in full in the list of bibliographic references.

Unhighlighted (brief) direct quotes should be in quotation marks (‘simple quotes’) without italics. If the text we quote is more than four lines long, it should be in italics and highlighted, that is, in a separate paragraph, with a left indentation (1.25), single-spaced, and without quotation marks.

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The use of self-citation is not recommended, but if it is indispensable because the argument is more elaborated by the authors in a previous text, it can be done, but it must be anonymized with (XXXXX year, p.) and in the final list that reference will not be included in the anonymous version.

Citations must follow what is established in the Chicago style manual (17th ed.) Author-Date system and whenever there is a literal quote, the exact page must be placed in the form (Last name year, p.).

**8. Footnotes**

Footnotes should be kept to a minimum, incorporating as much information as possible into the body of the text. They should be used exclusively for brief clarifications, never for bibliographic references.

Footnotes should be included at the end of the page with a superscript number1 at the end of the sentence.

They should be written in Calibri, size 8, single-spaced, without indentation, and numbered from 1 consecutively to the end.

Figures, tables, images, or bibliographic references should not be included in the footnotes.

Footnotes can be used for acknowledgments, preferably the first or last.

**9. References**

The reference list will be written in Calibri, size 8, single-spaced, with a line space after paragraphs: 6pt. Text justified at both ends and must appear in alphabetical order at the end of the work.

Bibliographic references must follow what is established in the Chicago manual (17th ed.) Author-Date style <https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-2.html>

**Books:**

Reference list entries (in alphabetical order)

Grazer, Brian, and Charles Fishman. 2015. *A Curious Mind: The Secret to a Bigger Life*. New York: Simon & Schuster.

Smith, Zadie. 2016. *Swing Time.* New York: Penguin Press.

In-text citations

(Grazer and Fishman 2015, 12)

(Smith 2016, 315–16)

For up to three authors, it is written: Last name, First name, First name Last name, and First name Last name.

. Venturi, Robert, Denise Scott Brown, and Steven Izenour. 1972. Learning from Las Vegas. Cambridge, MA (US): MIT Press.

In-text citations

(Venturi, Scott Brown, and Izenour 1972)

For four or more authors, list all authors in the bibliography; in the citation, list only the first Author followed by ", et al". This applies to references of all types of sources (books, chapters, articles, etc.)

**Book chapters:**

Thoreau, Henry David. 2016. “Walking.” In *The Making of the American Essay*, edited by John D’Agata, 167–95. Minneapolis: Graywolf Press.

In-text citations

(Thoreau 2016, 177–78)

**Journal article**

Keng, Shao-Hsun, Chun-Hung Lin, and Peter F. Orazem. 2017. “Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality*.” Journal of Human Capital* 11, no. 1 (Spring): 1–34. https://doi.org/10.1086/690235.

LaSalle, Peter. 2017. “Conundrum: A Story about Reading.” *New England Review* 38 (1): 95–109. Project MUSE.

Satterfield, Susan. 2016. “Livy and the Pax Deum.” *Classical Philology* 111, no. 2 (April): 165–76.

In-text citations

(Keng, Lin, and Orazem 2017, 9–10)

(LaSalle 2017, 95)

(Satterfield 2016, 170)

In the reference list, include the page range for the whole article. In the text, cite specific page numbers, if there were any.

**Online magazine article:**

For articles consulted online, include a URL or the name of the database in the reference list entry. Many journal articles list a DOI (Digital Object Identifier). A DOI forms a permanent URL that begins https://doi.org/. This URL is preferable to the URL that appears in your browser’s address bar.

Arnstein, Sherry R. 1969. “A Ladder Of Citizen Participation.” *Journal of the American Institute of Planners* 35 (4): 216–24. https://doi.org/10.1080/01944366908977225.

In-text citations

(Arnstein 1969, 218)

**Web sources:**

It is often sufficient simply to describe web pages and other website content in the text (“As of May 1, 2017, Yale’s home page listed . . .”). If a more formal citation is needed, it may be styled like the examples below. For a source that does not list a date of publication or revision, use n.d. (for “no date”) in place of the year and include an access date.

Bouman, Katie. 2016. “How to Take a Picture of a Black Hole.” Filmed November 2016 at TEDxBeaconStreet, Brookline, MA. Video, 12:51. https://www.ted.com/talks/katie\_bouman\_what\_does\_a\_black\_hole\_look\_like.

Google. 2017. “Privacy Policy.” Privacy & Terms. Last modified April 17, 2017. https://www.google.com/policies/privacy/.

Yale University. n.d. “About Yale: Yale Facts”. Accessed May 1, 2017. https://www.yale.edu/about-yale/yale-facts. “Google Privacy Policy”. Google. 19 de julio de 2010. <http://www.google.com/intl/en/privacypolicy.html>.

En la cita del texto:

(Bouman 2016)

(Google 2017)

(Yale University, n.d.)

**Thesis:**

Rutz, Cynthia Lillian. 2013. “King Lear and Its Folktale Analogues.” PhD diss., University of Chicago.

In-text citation

(Rutz 2013, 99–100)

**Conferences, papers presented at congresses, etc.**

Cheng, Lawrence. 2011. “Giancarlo De Carlo and the Question of Why.” In *Where Do You Stand. 99th ACSA Annual Meeting*, edited by Alberto Pérez-Gómez, Annie Cormier, and Annie Pedret. Montreal: ACSA (Association of Collegiate Schools of Architecture). https://www.acsa-arch.org/chapter/giancarlo-de-carlo-and-the-question-of-why/.

In-text citation

(Cheng 2011)

**10. Brief CV**

Authors must indicate in a few lines (150 words) at the end of the document (only in the identifiable author version), the essential points of their career with emphasis on the areas of scientific interest. This text should be written in Calibri, size 8, single-spaced, with a line space after paragraphs (6pt), and justified. There will be 3 CV paragraphs, one for each accepted language, and they must be exactly the same as those placed in the profile of the journal's OJS platform. It is reminded that it is mandatory to have an ORCID number and that it must also be included in the journal's platform.

**11. Submissions**

Two files will be sent: one as indicated in this guide and another identical in content but from which all authorship references have been removed, including those that can be found in the sources of figures (images, tables, etc.), self-citations, or any other reference, as well as in the properties of the submitted file.

The files will be named as:

4 initial words of the title\_author's last name 1\_author's last name 2.docx

4 initial words of the title\_anonymous.docx

Images will be sent separately in jpg, bmp, tiff, or png format (300ppp). They will be named as FIG1.jpg, FIG2.jpg, etc.

If a bibliographic manager (Zotero, Medeley, etc.) is used, the file with the entire list of references in RIS, BIBTEX, or ENDNOTE format will also be sent.

**Checklist for submission preparation**

As part of the submission process, authors are required to check that their submission complies with all the elements shown below. Submissions that do not comply with these guidelines will be returned to the authors.

- The submission has not been previously published - journal, book, conference proceedings or seminars - nor has it been previously submitted to another journal (or an explanation has been provided in Comments to the editor).

- The files have been sent in editable format (extensions \*.docx, \*.odt) as per the submission instructions.

- The author's name and any possible reference that may lead to identifying the author of the article have been removed from the anonymous text file, ensuring blind peer review.

- The text file includes the images in the position that corresponds to them in the text according to the indication (Fig. x); the caption or comment of the image is also included. Additionally, each of the images/maps/figures is sent as a supplementary file, ensuring they have a resolution of 300ppp and a maximum size of 10x16cm. The use of graphic design programs to increase their resolution is not allowed.

- Web addresses have been added for references where possible.

- The text complies with the bibliographic and style requirements indicated in the Presentation Guidelines.

- In the event of acceptance, Astrágalo Cultura de la Arquitectura y la Ciudad journal is authorized to include the author's name and surname, ORCID, as well as institutional affiliation and, if applicable, email address, in all documents related to the publication of the article submitted for evaluation. Likewise, the authorship and originality of the article are guaranteed, and full and exclusive responsibility is assumed for any damages that may arise as a result of third-party claims regarding the content, authorship, or ownership of the content.

**12. Privacy Statement**

The names and email addresses entered in this journal will be used exclusively for the purposes set out in it and will not be provided to third parties or for use for other purposes.

**The documentation will be submitted to the OJS platform (submissions will be managed only from there).**

**Queries to the email** [**astragalo@us.es**](mailto:astragalo@us.es)