

STYLE SHEET

FORMAT

Papers should be submitted in WORD format (.doc or .docx extension), Times New Roman font, with a maximum length of 45,000 characters, including abstracts, footnotes and bibliography. The structure will be as follows:

Original title: Capital letter, size 14, bold, centered. English title: Capital letter, size 14, bold, centered.

If the work benefits from a funded research project and the author wishes it to be so noted, it should be footnoted in a numbered footnote in the original title.

Author's name: Italic, size 12, right justified. Academic affiliation: Italic, size 12, right justified. ORCID: Round, size 12, right justified. E-mail address: Round, size 12, right justified.

Abstract, in bold and size 12, followed by a brief summary (maximum 800 characters) left justified.

Keywords, in bold and size 12, followed by the keywords (between 4 and 6) separated by commas and left justified.

The same will be done with the **Abstract** and **Keywords**.

The body of the paper should be in size 12 and justified to the left. If there are sections, the following hierarchy should be followed:

1. FIRST LEVEL capitalized
- 1.1. SECOND LEVEL in small capitals
- 1.1.1. *Third level* in italics.

2. CITATIONS AND BIBLIOGRAPHIC REFERENCES

Footnotes are reserved for clarifications to the text, complementary bibliography, etc. Excerpts that contribute nothing to the storyline should be avoided.

Short textual quotations, those not exceeding three lines, are integrated into the body of the text between angle quotes, «...». If there is a quotation within another quotation, the English quotation marks, “...” will be used. Long quotations are in a separate paragraph and size 10. This does not apply when long quotations are reproduced in a footnote, in which case they are also enclosed in quotation marks.

2.1. BIBLIOGRAPHIC REFERENCES

For bibliographic references, the system will be applied (surname, year: pages), regardless of the type of publication, according to the following models:

- a. «López Ortiz was a wise and fine historian» (Rodríguez Llamosí, 2020: 158).

- b. Rodríguez Llamosí states that «Father López Ortiz was a wise and fine historian» (2020: 158).
- c. Rodríguez Llamosí (2020: 158) has highlighted the wisdom and finesse of Father López Ortiz.

When several works of the same year correspond to the same author, they will be ordered, as is customary, with a lowercase letter. The same order and nomenclature will be followed in the final bibliography:

- a. (Langa Aguilar, 2020b: 113-114).
- b. (Langa Aguilar, 2020a: 24; 2020c: 113).

If the work cited has two or three authors, their surnames should be separated by a hyphen between spaces:

- a. (Egido López - Burrieza Sánchez - Revuelta González, 2004).

For works with more than three authors, the first author plus the formula *et al.* will be cited:

- a. (Egido López *et al.*, 2005).

In the case of multiple references, either by the same author or by several authors, they should be separated by semicolons:

- a. (Alvarez Cineira, 2019: 30; 2020: 32).
- b. (Martínez García, 2020: 135; Herrero de Miguel, 2020: 115).

Anonymous works are cited by title in italics, abbreviated if necessary:

- a. (*Lazarillo*, 2011: 59)

If the date of edition is unknown, the information is omitted: avoid abbreviations such as s.a., s.f., etc.

For biblical references, the established system of (*Book* chapter, verses) will be followed, but according to the recommendation of the Academy, the abbreviation of the book will be considered as a symbol, so it will be written without a period:

- a. *Lk* 4:8-9.

For unpublished archival sources the scheme (Abbreviated name of the library or archive, internal division, type of document: fol.) will be followed according to the following examples:

AHN, Clergy, Secular Regular, book 14722: fol. 2r.
BNE, ms. 14070: fol. 13.

For critical editions or any other type of text in which a considerable number of unpublished sources are used, the author will propose his own bibliographic keys, which will be developed in a section as an appendix.

The classic systems of continuous citation (*id.* / *ibid.*; *op. cit.* / *loc. cit.*) will be avoided, as well as other Latinisms that are increasingly out of use: *passim*, *apud*, etc.

Images and graphics

Inserted in the place where they should appear in the text.

2.2. BIBLIOGRAPHY

Estudio Agustiniiano requires a list of references or complete bibliography cited at the end of the article. This allows the inclusion of the list of references or bibliography as metadata and facilitates the citation count, which is a quality criterion in many journal evaluation platforms.

The bibliography will be cited according to the scheme Author (year). complete reference. Let's see examples for the different sources.

a) *Books*

Sala González, Ramón (2021). *Médico y liberador. Introducción a la soteriología de San Agustín*, Madrid, Editorial agustiniana.

Teijeiro Fuentes, Miguel Ángel - Guijarro Ceballos, Javier (2007). *De los caballeros andantes a los peregrinos enamorados. La novela española en el siglo de oro*, Cáceres, Eneida.

b) *Collective works*

Quesnel, Michel - Gruson, Philippe (Dirs.) (2000). *La Biblia y su cultura*, Santander, Sal Terrae, 2 vols.

Rey Hazas, Antonio - Campa Gutiérrez, Mariano de la, - Jiménez Pablo, Esther (Coords.) (2006). *La Corte del Barroco. Textos literarios, avisos, manuales de corte, etiqueta y oratoria*, Madrid, Polifemo.

Gozálbez Esteve, Elia - Santonja Cardona, Josep Lluís (Eds.) (2009). *Conversos i Expulsats. La minoria morisca entre l'assimilació i el desterrament. Proceedings of the Congress.*

"400 anys de l'expulsió dels moriscos" (*Muro, October 2009*), Muro, Ajuntament de Muro.

c) *Editions*

Pérez Galdós, Benito (2012). *Misericordia*, ed. Luciano García Lorenzo, Madrid, Cátedra.

d) *Collaborations in collective works*

La Parra López, Santiago (2009). «Sobre las causas de la expulsión de los moriscos», en Elia Gozálbez Esteve – Josep Lluís Santonja Cardona (Eds.), *Conversos i Expulsats. La minoria morisca entre l'assimilació i el desterrament. Actes del Congrés «400 anys de l'expulsió dels moriscos» (Muro, octubre 2009)*, Muro, Ajuntament de Muro: 143-170.

e) *Articles*

Langa Aguilar, Pedro (2020c). «Don Julián, mensajero y pionero del ecumenismo en España», en *Pastoral Ecueménica*, 109: 112-125.

Marraud, Huberto (2019). «Sobre la definición de los argumentos conductivos», en *Crítica. Revista Hispanoamericana de Filosofía*, 51, 152: 61-84. DOI: 10.22201/iifs.18704905e.2019.09.

Write the full title of the journal instead of abbreviation.

Include the DOI at the end of the reference.

Include the URL if it does not have a DOI but has a URL that will link to the document because it is an open resource.

f) *Articles in the periodical press*

Fernández de la Mora, Gonzalo (1969). «"Pensamiento social" de F. Pi y Margall», en *ABC*, 31-jul-1969: 4-5.

g) *Theses and dissertations*

Unpublished doctoral thesis

Andrés Martín, Juan Ramón de (1997). *El cisma mellista: historia de una ambición política* [Unpublished doctoral thesis], Universidad Nacional de Educación a Distancia.

Published doctoral thesis

Martín Rey, Susana (2017). *Adhesivos "Tack-melt" atóxicos para su empleo en tratamientos restaurativos de pintura sobre tela: tipificación y análisis* [doctoral thesis], Universidad Nacional de Educación a Distancia. E-spacio UNED. <http://e-spacio.uned.es/fez/view/tesisuned:ED-Pg-Ciencias-Smartin>

h) *Websites and web pages*

Fagan, Julie (2019). *Nursing clinical brain*. OER Commons, en <https://www.oercommons.org/authoring/53029-nursing-clinical-brain/view> [accessed 2-Jan-2023].

World Health Organization (2018). *The top 10 causes of death*,

<https://www.who.int/news-room/fact-sheets/detail/the-top-10-causes-of-death>

- When the author of the web page is the same as the publisher of the web site, omit the name of the publisher to avoid repetition (as in the World Health Organization example).

- When the content of a page is updated, but not archived, include the date of consultation in the reference [consultation 2-jan-2023].