The **Educação (Santa Maria. Online)** journal is intended to publish unpublished and original works in the field of Education, resulting from research and educational practices reflected on theoretically. Articles are understood to be the result of theoretical or empirical research, pedagogical experiences and reviews.

The journal does not accept work submitted simultaneously to other journals or books, or articles published in the proceedings of scientific events, nor does it accept articles already published in *preprints*.

The Journal adopts the **Continuous Publication model**, publishing annual articles in a single issue.

The journal is organized into sections: Continuous Demand, Review, Special Section and Dossier.

The process of submitting and evaluating articles sent to the Journal is carried out through the Electronic Journal Publishing System (SEER/OJS), accessed via the Journal's website. To do this, the person submitting the article must register on the journal's website. When registering, they need to check the “**Author**” option in the “**Register as**” box so that they can then submit their text. If you have only registered as a Reader, enter your login and password and click on “Profile” in the top right-hand corner of the screen. At this point, you can edit your profile by ticking “Author” under “Roles”.

Once you have finished registering as an author, enter your login and password and go to the “User page” tab at the top of the site. Clicking on “User page” will bring up a line marked “Author” and a link to “New submission”, so that you can submit your text to the journal.

To complete the submission, you need to follow the 5 steps.

The publication of an article implies the full assignment of **copyright** to Educação (Santa Maria. Online) - journal of Centro de Educação/Universidade Federal de Santa Maria, for dissemination by electronic means - internet.

The editorial board reserves the right not to publish articles by the same author at intervals of less than one published volume per year.

The same author may not submit an article for evaluation if he or she has already had one evaluated by the journal.

**There is no fee** for submitting or publishing articles.

Some approved articles written in Portuguese may also be published in English at the invitation of the Journal's Editorial Board. In these cases, the translations will be the responsibility of the authors of the articles, who must submit a certificate with the details of the translator responsible.

Educação (Santa Maria. Online) journal has a **template for sending files**, which can be found below. **It must be used** in order for the article to comply with the journal's standards. The file sent must be in one of these formats; **we do not accept pdf files**.

[Template](https://periodicos.ufsm.br/reveducacao/libraryFiles/downloadPublic/596) (Word)

[Template](https://periodicos.ufsm.br/reveducacao/libraryFiles/downloadPublic/597) (LibreOffice)

**1.** Educação (Santa Maria. Online) journal publishes original, original articles in the field of education, taking into account the journal's editorial line, treatment of the subject, consistency and rigor. Articles must be exclusive to the journal.

**2.** Papers that fall into the following categories will be considered for publication: articles on theoretical studies, research results, essays and reviews.

**3.** The articles must be sent to the Editor-in-Chief via the Electronic Journal Publishing System (SEER/OJS), who will submit them to the Editorial Board for verification that they are in line with the journal's editorial policy and comply with regulatory requirements. The articles will be sent, without identification, to at least two external reviewers. The reviewers may accept the article in full, accept it with a request for reformulations or reject it. Any of these options is justified by a descriptive opinion. When both referees reject the work, the article is returned to the author. When both referees accept the work, it moves on to the next stage. Finally, when one or both referees ask for the paper to be rewritten, it is returned to the author, who must take the referees' opinions into account and rewrite the paper within 15 days. When the author sends back the reformulated text in line with the referees' suggestions, it is re-evaluated by the editors and moves on to the final stage.

**4.** The journal, through the editor-in-chief/section or manager, will notify the main author whether the article has been approved for publication or rejected. The notification will be accompanied by a copy of the content of the opinions, without identifying the evaluators.

**5.** Articles that are the result of research involving human beings (interviews, experiments, etc.) must indicate respect for the ethical procedures established for scientific research. When permission is granted to identify the subject and/or use images, this must be stated in a note. Research participants must be guaranteed anonymity and, if necessary, the institutions that request it. In the case of international articles, authors must also declare the adoption of ethical procedures for the production of data with human beings. All research in this section involving human beings must be accompanied by approval from the **Ethics Committee** and submitted as a supplementary document.

6. A declaration by the authors that the article has been revised by proofreaders should also be sent as a supplementary document.

**7.** The journal does not use footnotes, but **endnotes**, which should be used for some explanatory information, not exceeding 200 words each.

**8.** Articles should be between **4,500** and **7,000 words** in length, not including abstracts and references.

**9.** Review texts should be between **1,500 and 2,000 words**. They should comment on a recent work or a re-release of a classic in the field of education. The author must situate the field to which the work belongs, present the author's main ideas and present a critical appraisal, referring to its contribution to the theoretical and practical context of Education.

**10.** Articles should be submitted electronically via SEER/OJS, <https://periodicos.ufsm.br/reveducacao>. Figures should be included with the text, in JPEG format. Tables or charts should be prepared using Microsoft Word's own table tool, with appropriate dimensions, containing a title and font.

**11.** The names of all authors and the title of the article must be included in full and in lower case on the metadata forms, **carefully filling in all the information** requested. **Authors must indicate their e-mail address for publication in the article. They should also include their highest degree, institutional affiliation, professional role at the institution of origin, city, state and country**. It should be noted that at least one of the authors must have a **PhD**. In the **URL** section, the **link to the Lattes CV and Orcid must be provided.**

**12.** Articles written in Portuguese must include, along with the title, abstract and keywords in the language in which it was written, a title, abstract and keywords in English and a title, abstract and keywords in Spanish. Articles written in English must present, along with the title, abstract and keywords in the language in which it was written, a title, abstract and keywords in Portuguese and a title, abstract and keywords in Spanish. Articles written in Italian, French and German must include, along with the title, abstract and keywords in the language in which it was written, the title, abstract and keywords in Portuguese, English and Spanish.

**13.** The text should initially contain abstracts of between **150** and **250** words. The abstract should not be written in the first person and should contain the thematic focus, objective, method, results and conclusions of the work. Three keywords should be indicated.

**14.** The number of authors per article is a **maximum of five; after the third**, the last two authors will have to declare what position they held in a document attached as a supplement when submitting the article.

**15.** Texts should be written clearly and fluently. The author should take care not to use references that could identify him or her in the evaluation process, such as “in my previous work, in my thesis, in my dissertation”, “in a registered research project number” etc. If the work is accepted, this information may appear in the final version of the article.

**16.** The following criteria will be used to evaluate the articles: 1) relevance and scope of the topic; 2) innovative nature, development and in-depth study of the topic; 3) quality of the theoretical and methodological structure of the work; 4) link to the field of Education; 5) conclusion and contribution to the field of Education.

**17.** Articles will be rejected if: a) they are solely presented as a bibliographical review or are presented as a simple excerpt from a dissertation or thesis, without proper adaptation; b) they are characterized as a research project or report; c) they present theoretical or methodological weaknesses in the research and are excessively descriptive; d) when the area of Education is tangential to the discussion; e) they do not comply with the Revista Educação's rules for submitting articles (metadata, formatting, citations, references...); f) they do not present sufficiently developed empirical elements or arguments to support the conclusions; g) they do not present sufficiently developed empirical elements or arguments to support the conclusions. ...); f) do not present results, formulations or conclusions that point to advances in the proposed theme; g) do not present empirical elements or sufficiently developed arguments to support the conclusions. These papers will be returned to the authors. Papers with any of the characteristics mentioned above will not be considered suitable for the next stage. The article accepted for publication must undergo a language review and standardization. The work is sent back to the author with suggestions for corrections and adjustments so that, finally, the editors can submit it for publication.

**18**. Considering the possibility of using artificial intelligence, it should only be used to improve the text and the author needs to inform of its use at the time of submission, indicating how and for what purpose it was used, as well as the tool used. Regarding the use of AI. Please note that authors are entirely responsible for their articles.

**19.** Quotations must follow ABNT NBR 10520 of July 2023, which states that:

– direct quotations of less than three lines must be inserted in the text and placed in double quotation marks. The author of the quotation must be indicated.

Examples:

At the end of the quotation: “Citation” (Silva; Gomes, year, p. 123).

At the beginning or inserted in the text: According to Silva (year, p. 123) “Citation”, or Silva (year, p. 123) says that: “[...] quotation”.

Standards of the American Psychological Association (APA)

Educação (Santa Maria. Online) is in the process of readjusting its standards for articles submitted in English, Spanish, Italian and French.

From 2023 on, the journal will adopt the citation and reference standards of the American Psychological Association (APA) for articles written in English, Spanish, Italian and French, and will follow the standards of the Associação Brasileira de Normas Técnicas (ABNT) for articles written in Portuguese.

– Direct quotations of more than three lines should be highlighted with a 4 cm indentation from the left margin, in smaller font than the text and without quotation marks. At the end, it should read: (Surname of the author cited, year, p. 123).

– Indirect quotations, that is, text based on the work of the author consulted, the same criteria should be adopted as for the author's reference; if outside the parentheses, the surname begins with a capital letter and then lowercase letters; if in parentheses, the surname appears in capital letters.

– the following resources should be used:

[...] to indicate deletions;

[ ] to indicate interpolations, additions or comments;

*italics* for emphasis;

(verbal information)1 for data derived from verbal information in lectures, debates, etc., with the referential data in a footnote. Example of a footnote: 1News provided by Name and Surname of the speaker at the Event, in Location, in month and year.

author's emphasis or our emphasis: used after the pagination to clarify the authorship of the emphasis. E.g.: (Silva, ano, p. 123, emphasis added)

**20.** The concepts and statements contained in the articles are the sole responsibility of the author(s).

**21.** Spelling and grammar check are the sole responsibility of the author(s) of the article.

**22.** References should be written in accordance with ABNT **NBR 6023** of 2018. Only include works mentioned in the text..

**23.** We also accept references written in accordance with the standards of the American Psychological Association (APA).

STANDARDS:

All the examples presented here are fictitious.

– **Personal author**

LAST LAST NAME (upper case), First and Last Name. **Title**. 2. ed. (Edition number) Place: Publisher, year.

– **Up to 3 authors**

SILVA, Emanuel Tavares; GOMES, Galvão Vieira; SOUZA, Maria Nunes. **Title**. 13. ed. rev. and enlarged. Place: Publisher, year.

– **More than 3 authors**

SILVA, Emanuel Tavares. et al. **Title**: subtitle. Place: Publisher, year.

– Organizer(s), coordinator(s), translator(s)

SILVA, Emanuel Tavares; GOMES, Galvão Vieira (Orgs.). Title: subtitle. Translation by Nome e Sobrenome. [S.l.: s.n.] (If there is no place and publisher in the referenced work), year.

 – **Author entity**

BRAZIL. Ministry of Education. **Title**. Brasília, DF, year.

 – **Author unknown**

FIRST word of title. Place: Publisher, year.

 – **Parts/chapter of work**

SILVA, Emanuel Tavares. Title of the part. In: SOUZA, Maria Nunes. (**Title of publication**: subtitle. Place: Publisher, year. p. 3-9.

SILVA, Emanuel Tavares. Title of the part. In: SILVA, Emanuel Tavares (even if the author of the part is the same as that of the publication as a whole). **Title of publication**. Place: Publisher, year. p. 3-9.

**Monographs and parts of monographs in electronic and online media**

SILVA, Emanuel Tavares. **Title**. Place: Publisher, year. 1 CD-ROM.

SANTA MARIA. In: ENCICLOPÉDIA virtual dos municípios do RS. Place: Publisher, year. CD-ROM 1.

SILVA, Emanuel Tavares. **Title**. [S.l]: Publisher, year. Available at: http://www.ufsm.br. Accessed on: Jan. 3, 2000.

VERBETE. In: DICTIONARY OF FOREIGN LANGUAGES. Place: Publisher, year. Available at: http://www.url complete. Accessed on: Jan. 3, 2000.

 – **Events (papers presented)**

SILVA, Emanuel Tavares; GOMES, Galvão Vieira. Title. In: EVENT NAME IN ALL CAPS, 1. (Numbering of the event, if any), year, place (of the event). **Proceedings** ... (same case for **Abstracts**...) Place (of publication): Publisher, year. p. 3-9. (When in electronic format, add the physical description of the resource used after the pagination. E.g.: ... p. 3-9. 1 CD-ROM.)

 –  **Events (papers presented) online:**

SILVA, Emanuel Tavares; GOMES, Galvão Vieira. Title. In: EVENT NAME IN ALL CAPS, 1. (Event numbering, if any), year, place (of the event). **Electronic proceedings**... Place: Publisher, year. Available at: http://www.url complete. Accessed on: Jan. 3, 2000.

 – **Articles and/or journal articles**

SILVA, Emanuel Tavares. Article title. **Title of journal**, place, n. 1 (number of publication), p. 3-9 (initial and final pagination), Jan. 2000 (date of publication).

 – **Online articles**

SILVA, Emanuel Tavares. Article title. Title of journal. Place, numbering, Jan. 2000 (date of publication). Available at: http://www.url complete. Accessed on: 3 Jan. 2000.