

## Book Chapter Organisation (Springer Edition)

After opening the file with the template, follow these instructions:

<p><b>Initial section</b></p>	<ul style="list-style-type: none"> <li>• <b>Title:</b> Replace the mock title with the one you want to give the article. <ul style="list-style-type: none"> <li>○ Title (maximum - 150 characters, with spaces)</li> <li>○ <b>Authors' names</b> (spelt out as they should be cited) *</li> <li>○ <b>Affiliations and email addresses</b> *</li> <li>○ <b>ORCID numbers</b> (optional) *</li> </ul> </li> <li>• <b>Abstract</b> <ul style="list-style-type: none"> <li>○ Maximum of 200 words;</li> <li>○ Include an introduction, objectives, methodology, results, and conclusions.</li> <li>○ Do not use references or undefined abbreviations.</li> </ul> </li> <li>• <b>Keywords</b> <ul style="list-style-type: none"> <li>○ 3 to 5 keywords. Do not use words from the title.</li> <li>○ Make sure that all the keywords are part of the body of the article.</li> <li>○ Always use as many keywords as possible.</li> <li>○ Each keyword should be no more than two words long.</li> <li>○ Each keyword should begin with a capital letter)</li> </ul> </li> </ul> <p><i>* At the time of the first submission, neither the authors' names nor affiliations should be included in the manuscript to guarantee anonymity. The information marked in red should only appear in the corrected version at the resubmission stage.</i></p>
<p><b>Middle section</b></p>	<p><i>This section should be between <b>2,200 and 4,000</b> words. The article should be organised as follows:</i></p> <ul style="list-style-type: none"> <li>• <b>Introduction</b> – The introduction contextualises the work, highlighting its importance given the gaps in knowledge. It should define the problem to which it seeks to contribute. The state-of-the-art in the field should support this contextualisation. It ends with a presentation of the objectives. The text of the introduction should be understandable to readers working outside the field of the article.</li> <li>• <b>Materials and methods</b> should be described in sufficient detail to allow other authors to reproduce the work and build on the published results. Provide the make and model of the equipment and/or the name and version of the software used (where applicable).</li> <li>• <b>Results</b> – Provide a concise and accurate description of the results and their direct interpretation.</li> <li>• <b>Discussion</b> – Here, the results are interpreted in relation to the existing literature presented in the introduction, highlighting its implications, limitations and contributions to the field. The main results are contextualised and compared with previous studies, providing additional observations and possible directions for future work. The discussion may also address the results' practical and theoretical relevance and potential applications.</li> <li>• <b>Conclusions</b> – This section should answer the aim of the work in light of the results obtained.</li> </ul>
<p><b>Final section</b></p>	<p><i>The following elements are required, in that order:</i></p> <ul style="list-style-type: none"> <li>• <b>Acknowledgements and funding</b> (maximum 350 characters with spaces)</li> <li>• <b>References</b> (20 to 40, APA 7th Edition)</li> </ul>
<p><b>Additional information</b></p>	<ul style="list-style-type: none"> <li>• Book chapters <b>must be written in English</b> (US or UK).</li> <li>• Figures and tables are inserted immediately after the paragraph in which they are cited.</li> <li>• Images and tables are limited to 5 elements per manuscript. For each figure or table that fills up to half a page, 200 words must be reduced to the maximum limit set. For larger images or tables, 400 words should be reduced.</li> </ul>

## Proceedings Articles Organisation (SPOSHO Edition)

After opening the file with the template, follow these instructions:

The Proceedings article can be submitted in Portuguese or English. If the article is in Portuguese, repeat the English title below. **The abstract and keywords must always be in English!**

<p><b>Initial section</b></p>	<ul style="list-style-type: none"> <li>• <b>Title:</b> Replace the mock title with the one you want to give the article. <ul style="list-style-type: none"> <li>○ Title (maximum - 150 characters, with spaces)</li> <li>○ <b>Authors' names</b> (spelt out as they should be cited) *</li> <li>○ <b>Affiliations and email addresses</b> *</li> <li>○ <b>ORCID numbers</b> (optional) *</li> </ul> </li> <li>• <b>Abstract</b> <ul style="list-style-type: none"> <li>○ Maximum of 200 words;</li> <li>○ Include an introduction, objectives, methodology, results, and conclusions.</li> <li>○ Do not use references or undefined abbreviations.</li> </ul> </li> <li>• <b>Keywords</b> <ul style="list-style-type: none"> <li>○ 3 to 5 keywords. Do not use words from the title.</li> <li>○ Make sure that all the keywords are part of the body of the article.</li> <li>○ Always use as many keywords as possible.</li> <li>○ Each keyword should be no more than two words long.</li> <li>○ Each keyword should begin with a capital letter)</li> </ul> </li> </ul> <p><i>* At the time of the first submission, neither the authors' names nor affiliations should be included in the manuscript to guarantee anonymity. The information marked in red should only appear in the corrected version at the resubmission stage.</i></p>
<p><b>Middle section</b></p>	<p><i>This section should be between <b>1,500 and 3,200</b> words. The article should be organised as follows:</i></p> <ul style="list-style-type: none"> <li>• <b>Introduction</b> – The introduction contextualises the work, highlighting its importance given the gaps in knowledge. It should define the problem to which it seeks to contribute. The state-of-the-art in the field should support this contextualisation. It ends with a presentation of the objectives. The text of the introduction should be understandable to readers working outside the field of the article.</li> <li>• <b>Materials and methods</b> should be described in sufficient detail to allow other authors to reproduce the work and build on the published results. Provide the make and model of the equipment and/or the name and version of the software used (where applicable).</li> <li>• <b>Results</b> – Provide a concise and accurate description of the results and their direct interpretation.</li> <li>• <b>Discussion</b> – Here, the results are interpreted in relation to the existing literature presented in the introduction, highlighting its implications, limitations and contributions to the field. The main results are contextualised and compared with previous studies, providing additional observations and possible directions for future work. The discussion may also address the results' practical and theoretical relevance and potential applications.</li> <li>• <b>Conclusions</b> – This section should answer the aim of the work in light of the results obtained.</li> </ul>
<p><b>Final section</b></p>	<p><i>The following elements are required, in that order:</i></p> <ul style="list-style-type: none"> <li>• <b>Acknowledgements and funding</b> (maximum 350 characters with spaces)</li> <li>• <b>References</b> (15 to 25, APA 7th Edition)</li> </ul>
<p><b>Additional information</b></p>	<ul style="list-style-type: none"> <li>• The language chosen should be consistent throughout the manuscript.</li> <li>• Figures and tables are inserted immediately after the paragraph in which they are cited.</li> <li>• Images and tables are limited to 5 elements per manuscript. For each figure or table that fills up to half a page, 200 words must be reduced to the maximum limit set. For larger images or tables, 400 words should be reduced.</li> </ul>

## Abstract Organisation (SPOSHO Edition)

<p><b>Initial section</b></p>	<p><i>The following elements should be listed in the next order:</i></p> <ul style="list-style-type: none"> <li>• <b>Title:</b> Replace the mock title with the one you want to give the article. <ul style="list-style-type: none"> <li>○ Title (maximum - 150 characters, with spaces)</li> <li>○ <b>Authors' names</b> (spelt out as they should be cited) *</li> <li>○ <b>Affiliations and email addresses</b> *</li> <li>○ <b>ORCID numbers</b> (optional) *</li> </ul> </li> </ul> <p><i>* At the time of the first submission, neither the authors' names nor affiliations should be included in the manuscript to guarantee anonymity. The information marked in red should only appear in the corrected version at the resubmission stage.</i></p>
<p><b>Middle section</b></p>	<p><i>This section should be between <b>400 and 900</b> words. The following parts can be renamed as required:</i></p> <ul style="list-style-type: none"> <li>• <b>Introduction</b> – The introduction contextualises the work, highlighting its importance given the gaps in knowledge. It should define the problem to which it seeks to contribute. The state-of-the-art in the field should support this contextualisation. It ends with a presentation of the objectives. The text of the introduction should be understandable to readers working outside the field of the article.</li> <li>• <b>Materials and methods</b> should be described in sufficient detail to allow other authors to reproduce the work and build on the published results. Provide the make and model of the equipment and/or the name and version of the software used (where applicable).</li> <li>• <b>Results</b> – Provide a concise and accurate description of the results and their direct interpretation.</li> <li>• <b>Discussion</b> – Here, the results are interpreted in relation to the existing literature presented in the introduction, highlighting its implications, limitations and contributions to the field. The main results are contextualised and compared with previous studies, providing additional observations and possible directions for future work. The discussion may also address the results' practical and theoretical relevance and potential applications.</li> <li>• <b>Conclusions</b> – This section should answer the aim of the work in light of the results obtained.</li> <li>• <b>Keywords</b> – 3 to 5 keywords. <ul style="list-style-type: none"> <li>○ Don't use words from the title.</li> <li>○ Make sure that all the keywords are part of the body of the article.</li> <li>○ Always use as many keywords as possible.</li> <li>○ Each keyword should be no more than two words long.</li> <li>○ Each keyword should begin with a capital letter).</li> </ul> </li> </ul>
<p><b>Final section</b></p>	<p><i>The following elements are required, in that order:</i></p> <ul style="list-style-type: none"> <li>• <b>Acknowledgements and funding</b> (maximum 350 characters with spaces)</li> <li>• <b>References</b> (5 to 10, APA 7th Edition)</li> </ul>
<p><b>Additional information</b></p>	<ul style="list-style-type: none"> <li>• <b>Abstracts</b> can be written in English (UK or US) or Portuguese. The language chosen must be consistent throughout the abstract.</li> <li>• The use of figures or tables <b>is not permitted</b>.</li> </ul>