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**ABSTRACT**: The text of the ABSTRACT must be typed in the same font and size as the text, written in the language of the manuscript, with only the first letter capitalized, without bold, in only one paragraph of text, containing 150 to 250 words.

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The manuscript must be typed in Word (or a compatible program), must have between 12 and 30 pages, including references, and must be formatted as follows: A4 page layout, no line/page number, 2.5cm margins; the text must be in one column, in 12pt Times New Roman font, with a 1.5cm space between lines (except for the References, which should have a 1cm space between lines) and with a 1.25cm first line indentation (except in the References and in the headings of the sections, which must be left-justified and have no indentation).

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Section headings must be numbered (except for the Introduction, the Acknowledgments, if any, the Competing Interests, the Link to Preprint, and the References). They must be in bold with just the first letters of the heading and any proper nouns capitalized. They should be followed by a blank line.

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The illustrations (Tables, Graphs, Figures, Tables) will have their legends and contents typed in the text font, size 10, without bold. The legend (title) of each illustration should begin with the name of the illustration to which it refers (in bold), numbered sequentially (for example: **Table 1**., **Table 2**., **Graph 1**., **Graph 2**.), and inserted below the illustration. The source should be cited (in case of previously published illustrations). All illustrations should be inserted in the body of the text immediately after the paragraph in which they were cited, and not in the form of annexes. Please try to use grayscale illustrations whenever possible. If you have to use colored illustrations, please make sure that they are [friendly to colorblind people](https://jfly.uni-koeln.de/color/index.html).

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**References: (according to ABNT NBR 6023 (2018), the DOI must be referenced whenever possible).**

BRAYNER, A. R. A.; MEDEIROS, C. B. Incorporação do tempo em SGBD orientado a objetos. *In:* SIMPÓSIO BRASILEIRO DE BANCO DE DADOS, 9., 1994, São Paulo. **Anais** [...]. São Paulo: USP, 1994. p. 16-29. (**Example of a work published in Proceedings**)

DANTAS, José Alves *et al*. Regulação da auditoria em sistemas bancários: análise do cenário internacional e fatores determinantes. **Revista Contabilidade & Finanças**, São Paulo, v. 25, n. 64, p. 7-18, jan./abr. 2014. DOI http://dx.doi.org/10.1590/S1519-70772014000100002. Acesso em: 20 maio 2014 (**Example of an article published in a journal with a DOI**).

LUCK, Heloisa. **Liderança em gestão escolar**. 4. ed. Petrópolis: Vozes, 2010. (**Example of a book**)

MORAES, João Antônio de; RILLIARD, Albert. “Prosody and Emotion in Brazilian Portuguese”. *In*: ARMSTRONG, Meghan E.; HENRIKSEN, Nicholas; VANRELL, Maria del Mar. **Intonational Grammar in Ibero-Romance**: Approaches across linguistic subfields. Amsterdam: John Benjamins, 2016, p. 135-152. (**Example of a book chapter**)

RODRIGUES, Ana Lúcia Aquilas. **Impacto de um programa de exercícios no local de trabalho sobre o nível de atividade física e o estágio de prontidão para a mudança de comportamento**. 2009. Dissertação (Mestrado em Fisiopatologia Experimental) – Faculdade de Medicina, Universidade de São Paulo, São Paulo, 2009. (**Example of an academic work – thesis, dissertation, etc.**)

SEKEFF, Gisela. O emprego dos sonhos. **Domingo**, Rio de Janeiro, ano 26, n. 1344, p. 30-36, 3 fev. 2002. (**Example of a journal article without URL or DOI**)

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