

## **REVISTA GENERAL DE DERECHO CONSTITUCIONAL**

### **INSTRUCCIONES DE PUBLICACIÓN PARA AUTORES**

#### **1. MANUSCRIPT MANAGEMENT POLICY AND SUBMISSION DEADLINES**

Papers may be submitted to the Journal when their topic is related to Spanish or foreign Constitutional Law, as well as European Law papers with constitutional relevance.

Articles may be submitted at any time of the year to the email address of the *Revista General de Derecho Constitucional* at [rgdconstitucional@yahoo.es](mailto:rgdconstitucional@yahoo.es), or to the general address [revistas@iustel.com](mailto:revistas@iustel.com), indicating in the latter case that the submission is intended for publication in the aforementioned journal. The Editorial Board will acknowledge receipt of the submission and will conduct an initial review to verify that it falls within the scope of the journal, meets the necessary formal requirements of a research paper, and presents a clear interest for the publication. If it does not meet these criteria, the author will be informed promptly.

If the article meets these requirements, it will be subjected to a peer review process by external reviewers. The management of the review process and communication with the authors will be handled by the journal's secretariat. If both reviews are favorable, the article will be submitted for final acceptance by the Editorial Board for publication in an upcoming issue. If both reviews are negative, the article will be rejected, and the author will be notified accordingly. If one review is favorable and the other is not, the article will be sent to a third reviewer for a final decision. When the reviewers recommend changes, the final acceptance of the article will be contingent upon the implementation of the required modifications. The final decision on publication will be made within six months.

Papers may be written in Spanish, English, Italian or Portuguese.

The e-mail should contain the following INFORMATION:

The author's name and surname; his or her professional status, a contact telephone number and a contact e-mail address, if different from the one used for the original submission.

The ORCID-iD of the author should be included when available.

The FILE containing the paper should be formatted with the Microsoft Word program for Windows. It will be denominated with the author first surname and a word in capital letters that could easily identify the main topic of the paper. For example, José Pérez Martín: "El Defensor del Pueblo y su relación con los comisionados autonómicos", could be named as "Pérez DEFENSOR.doc".

The paper that the Editorial Board considers of interest for publication will be submitted to an EVALUATION process by peers external to the Journal, and the management of the process and communication with the authors will be the responsibility of the Journal's secretariat. If both evaluations are favorable, the paper will be submitted for final acceptance by the Editorial Board for publication in the *Revista General de Derecho Constitucional*. If one of the reports is favorable and the other unfavorable, the paper will be sent to a third person for definitive evaluation.

The papers must be unpublished. When there are reasons that make it advisable, the Editorial Board may exceptionally authorize the publication of papers published outside Spain.

Unsolicited papers WILL NOT BE RETRIBUTED. In relation to COPYRIGHT, authors may use their rights to subsequently publish their papers in any other publication, always in paper format (not electronic), with the sole requirement of acknowledging the prior appearance in the *Revista General de Derecho Constitucional*, including the name and domain name of the Journal (<http://www.iustel.com>). PORTALDERECHO S.A. is authorized to publish the papers submitted by the authors in the paper version.

When applicable, authors must indicate the funding agency and the project code in the framework in which the research leading to the publication has been developed.

## **2. PAPER EDITING**

The papers submitted may be written in Spanish, English, Italian, or Portuguese.

The originals should be submitted in Word, Times New Roman font size 12, and one and a half line spacing. The recommended length is between twenty and thirty pages.

The STRUCTURE of the paper should always be the following:

- TITLE, which should be centered, in bold capital letters. It is suggested to opt for a brief title that reflects the whole content of the doctrinal analysis so that, with its inclusion in the summary, it will be clear, concise and concrete.
- AUTHOR's data: While the name and surname will be written in capital letters, the position held will appear in lower case. Both in round letters, not bold and centered. An e-mail address for contacting the author should also be included.

- ABSTRACT, in which the object of the paper submitted, the main lines of argument contained therein and the conclusions reached by the author are explained. This text should be between six and ten lines long. ABSTRACT should appear in capitals, followed by a colon and the corresponding text.
- KEY WORDS, between five and ten, i.e., the set of words that allow to situate the object of the paper. "Keywords" should be underlined, followed by a colon and the highlighted words. Thus, for example: Keywords: Ombudsman, Ararteko, Procurador del Comun, Síndic de Greuges de Catalunya, Valedor do Pobo, fundamental rights, social state, human rights.

**Important:** title, abstract and keywords should be written in the original language and in English; for papers not written in Spanish, the title, abstract and keywords should be written in Spanish in addition to the original language.

- SUMMARY of the paper, which shall present the following format:  
SUMMARY: I.SECTION ONE: 1. First sub-heading: 1.1. 1.2. Closer division. Second sub-heading II. SECOND SUBHEADING: 1. Two:2.1. Twoone. 2.2. 2.2. Twotwo. Two-three: 2.3.1. plus division. 2.3.2. plus division. 2.3.2. plus.

The rules would be as follows: before an epigraph, hyphen, period. Before a subheading, always colon. In the rest of the divisions, periods. The title in capital letters.

- CONTENT of the study, articulated around epigraphs, subepigraphs and all those considered appropriate to include.

The typeface of the text of the paper will be as follows: the font will be Arial; the TITLE in Arial 11 size; the SUMMARY in Arial 9 size; the rest of the text in Arial 10; the footnotes in Arial 9.

As for the format, the first headings should be presented in capital letters, Roman numerals, centered and bold; the first sub-headings should be presented in lower case, Arabic numerals, centered and bold; from here on, the possible following sub-headings should be in lower case, Arabic numerals, centered and unbolded in the sequence: 1.1, 1.2, 1.3: 1.3.1, etc.



For example:

## **I. REVIEW OF PROPOSED AMENDMENTS TO THE CONSTITUTION**

### **1. The consultation of the Government**

#### **1.1. The origins of the debate**

- **FOOTNOTES:** articles may contain footnotes (not endnotes).
- **BIBLIOGRAPHICAL LIST:** the papers will include at the end, as a last section, the list of the bibliography consulted, following, for this purpose, the indications given in the following section of these Instructions.

In the absence of compliance with any of these criteria, PORTALDERECHO S.A. is authorized to make the necessary editorial updates.

### **3. SPECIFIC RULES FOR THE CITATION OF NORMATIVE TEXTS, JURISPRUDENTIAL AND DOCTRINAL REFERENCES.**

Citations of papers should be footnotes and not endnotes. Bibliographic, legislative or jurisprudential references should contain all the necessary data for their adequate location, and should conform to the citation standards in Spanish legal publications or, if applicable, those of the countries to which the cited norms or sentences correspond. When reference is made to Internet sites, the date on which they were last visited must be indicated in parentheses.

In the absence of compliance with any of these criteria, PORTALDERECHO S.A. is authorized to make the necessary editorial updates.

### **4. STATEMENT OF GOOD PRACTICES AND CODE OF ETHICS OF THE REVISTA GENERAL DE DERECHO CONSTITUCIONAL**

Authors agree to abide by the best practices and the code of ethics of the Journal (which can be consulted on our website ("Presentation, Vision, Values and Objectives")).