

Author guidelines for publication
Revista Jurídica Piélagus
Facultad de Ciencias Jurídicas y Políticas – Universidad Surcolombiana

1. Editorial Policy

Piélagus Journal is an official publication from the Department of Legal and Political Sciences at Surcolombiana University. Until 2015, Piélagus journal was published annually. From 2016 it has been published biannually. It is a Sciences publication, mainly characterized by a variety of epistemological approaches and freedom of thought. It aims to disseminate scientific and technological research, analytical, critical, and interpretative reflections of completed research, and research reviews that acknowledge current scientific and developmental advances. The journal invites to publish researchers, professors, Professionals on Legal and Political Sciences, and all those who are interested on the journal subjects.

Piélagus is included in EBSCOhost under the Academic Search Plus and Academic Search Premier, REDIB, MIAR, DOAJ, BASE, ProQuest, ERIHPLUS, CIRC y VLEX Colombia.

2. Type of articles

- Results of original scientific and technological research.
- Reflections of completed research within an analytical, critical, and interpretative approach to a particular topic.
- Research reviews that acknowledge current scientific and developmental advances with a minimum of 50 references.

The editorial board will also accept other types of articles including papers, summary reports and book reviews of no more than ten (10) pages with a minimum of 10 references.

Being an international publication, Piélagus Journal accepts articles in Spanish, French, and English. Manuscripts should be submitted through the Open Journal System. Submission instructions can be found through the following link:
<https://journalusco.edu.co/index.php/pielagus/libraryFiles/downloadPublic/100>

Each article is assigned a Digital Object Identifier (DOI) available in the manuscript as well as the web page once the article is published. Piélagus Journal does not charge any article processing charges (APCs).

Likewise, the journal's editorial policy does not include commercial advertising. The advertisements published will be on the official website of the journal and will be strictly related to the calls for papers.

3. Technical standards for publication - Submission Checklist

Before submitting the article, please verify that it complies with the technical standards for publication of Revista Jurídica Piélagus, specified in the following checklist:

Criteria	Description	Complete
3.1. Extension	Papers must be between 25 and 30 pages, including the references.	
3.2. Format	Manuscripts should be submitted as Word documents, Times New Roman, 12-point font, margins at least 2,54 centimeters, with 1.5 line spacing. Page numbering must be on the lower far right of each page.	
3.3. Citation format	Citation and bibliographic references follow current APA format .	
3.4. Figures or tables	Original files (programs in which they were elaborated). All tables are editable; therefore, images or screenshots of tables should be avoided.	
3.5. Footnotes	Footnotes are numbered in ascendant order, in Arial 10-point font. Footnotes complete definitions and/or clarify aspects of the text. They should be limited in length and number and added when strictly necessary.	
3.6. Sending of Statement of originality document	Statement of originality and transfer of rights must be submitted with the manuscript. This document can be downloaded using this link: (click here).	



<p>3.7. Titles and subheadings</p>	<p>Titles and subheadings should follow APA guidelines according to level (first, second, third) and should be numbered cardinally (1. 1.1, 1.2...).</p> <p>It should contain a maximum of two lines and should be written in the author's native language and in English. It must have an asterisk and in the footnote specify what type of article it is, if it presents partial or final results, the institution that financed it (if applicable) and the quality in which the author participated in the project. If it comes from a research group, include the names of the members.</p>	
<p>3.8. Authors</p>	<p>The article should indicate the author's institutional affiliation, maximum academic title, profession, e-mail address, nature of research, research group or center to which the author belongs.</p> <p>It is recommended to include the name as registered, if applicable, in the ORCID system. Also, include the ORCID identifier of each author (if available).</p>	
<p>3.9. Abstract</p>	<p>Maximum 250 words, detailing briefly the problem investigated, how it was approached, the method used, the results or first findings and conclusions. The abstract should be presented in the original language of the manuscript and in English. It should not include citations.</p>	
<p>3.10. Keywords</p>	<p>Preferably 3 to 5 words that clearly identify the most important categories of the article. Keywords should be presented in the original language and in English. They should be separated by semicolons.</p>	
<p>3.11. Introduction</p>	<p>It must be concise (max. 3 pages long) but provide all the information needed to make the text comprehensible to the reader. It must include the methodology used for research articles. In the last paragraph, it must include the objectives as well as new proposals of the manuscript. Subtitles must not be included. It must include a context,</p>	

	problematic question, objectives, methodology and results.	
3.12. Development of the topic	It must move from general to specific. It must include a framework (theoretical, conceptual, and/or legal). Every theory and concept related to the problem must be cited. Visual tools (figures, tables, etc.) must have a relevant importance in the text. They must be pertinent, and they must be interpreted (not described). Introduction, conclusions, and references should not be numbered.	
3.13. Conclusions	Do not repeat the development of the topic. It is not a summary nor a classification. The author is expected to write organized and structured paragraphs. Do not numerate conclusions. The answer to the problem must be identified.	

4. Evaluation process

The editorial assistant will have a term of thirty (30) working days from the day after the manuscript is sent to review the form of the document.

If the article does not meet the guidelines, it will be sent back to the authors for corrections. Authors will have thirty working days to make the indicated corrections.

Once the article aligns with the journal requirements, the manuscript will be sent to peer reviewers who will provide feedback about the quality of the article. Every reviewer will have thirty working days for the evaluation. Each article must have at least two reviewers. If they do not agree, it will be sent to a third reviewer.

- Approved without corrections.
- Approved with corrections.
- Restructure according to suggestions.
- Rejected.

The suggestions, corrections or rejection of the article will be communicated to the author who can then refute the evaluation or will tend to the recommendations in the next thirty (30) working days.

The editor will make the last decision about the article according to the evaluation from the peer reviewers.

5. Publication frequency

The submission of papers is permanent. Until 2015, Piélagus journal was published annually. Since 2016, it has been biannually publishing two editions per year. The first edition (January-June) is published the last Friday of June and the second edition (July- December) is published the last Friday of December.

6. Archive

If publication of the journal is suspended, the journal will host a backup copy of the archives in the digital repository of the National Library of Colombia. For further information, please consult [¿Qué es el depósito legal?](#)

7. Open access policy

This journal provides open access to its content through a **Creative Commons Reconocimiento-NoComercial-CompartirIgual 4.0 Internacional** license, based on the principle that providing the public with free access to research helps to increase the global exchange of knowledge.

8. Plagiarism detection

Piélagus Journal uses a software called *Ithenticate*, which allows for reviewing the text and detection of direct citations in the manuscript. If they are not correctly referenced, it will be counted as plagiarism. The consequences of this act are noted in the *Ethical Standards and Malpractice Statement*.

9. References

References used within the text must be in the 'References' section. Those that are not in the text must be in a 'Complementary References' section.

Following are examples of how the sources cited must be included in the references following **APA 7th edition**.

▪ Books

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*.
Publisher Name. DOI (if available)



Example:

Oliver, M. (1990). *The politics of disablement*. Mc Millan.
<https://doi.org/10.1007/978-1-349-20895-1>

▪ **Chapter of a book**

Author, A. A., & Author, B. B. (Date). Title of chapter: Subtitle. In A. Editor & B. Editor (Eds.), *Title of book: Subtitle* (edition*, pages of chapter). Publisher. DOI or URL (if electronic)

Example:

Pagliano, P. (2018). Inclusive practices. In A. Ashman (Ed.), *Education for inclusion and diversity* (6th ed., pp. 235-267). Pearson Australia.

This example is taken from: Library Guides: APA (7th Edition) Referencing Guide: Book chapters: <https://libguides.jcu.edu.au/apa/books/book-chapter>

▪ **Online book**

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Publisher Name. DOI (if available)

Example:

Fernández-Baca, J. (1997). *Dinero, precios y tipo de cambio* (2ª ed.). Universidad del Pacífico. <http://repositorio.up.edu.pe/handle/11354/1856>

▪ **Journal articles**

Author, A. A., & Author, B. B. (Date). Title of article: Subtitle. *Title of Journal, volume number*(issue number), page numbers of the whole article.
<https://doi.org/xx.xxx/xxxx>

Example:

Soto Soto, M. L., & Ortiz Fernández, J. S. (2019). The fundamental character of the right of ethnically diverse communities to be consulted beforehand about the decisions that affect their territories. *Revista Jurídica Piélagus*, 18(2), 183–199.
<https://doi.org/10.25054/16576799.2650>



- **Piece of Online Content**

Author, A. A. (Year, Month Day). *Title of online content: Subtitle.* Website Name. URL.

Example:

Aubrey, A. (2019, December 12) *How to reduce food waste.* NPR. <https://www.npr.org/2019/12/10/786867315/how-to-reduce-food-waste>

- **Jurisprudential References**

Constitutional Court “CConst”

Identification of the magistrate: the initial of the first name and the first surname must be added.

Examples:

CConst, C-449/1992, A. Martínez.
CConst, T-187/1995, H. Herrera.

- **Council of the State “CE” (Consejo de Estado by its Spanish acronym)**

Examples:

CE, Consulta r1369, 16 abr. 1980, J. Paredes. Anales: C, N° 469-470, p.20.
CE, Consulta e1196, 13 Feb. 1990, L. Alvarado. Anales CXVIII, 1er Trim., p259.

In the case of a CE ruling that is only published electronically, the ruling will be identified by the specific electronic address where the document appears on the web (www) and the date of the last consultation:

CE 3, 06 jul. 2006, e25000232700020050172501, R. Saavedra. En http://www.ramajudicial.gv.co/csj_portal/jsp/frames/index.jsp?idsitio=3, consultado el 04/Feb./2009.



- **Supreme Court of Justice “CSJ” (Corte Suprema de Justicia by its Spanish acronym)**

Examples:

CSJ Civil, 25 Jul. 1935, M. Moreno. GJ: XLII, N° 1899, p. 319.

CSJ Laboral1, 4 Feb.1975, r4789, A. Córdoba. GJ: CLI, N° 2392, 1a Parte, p. 53.

In the case of a CSJ ruling that is only published electronically, the ruling will be identified by the specific electronic address where the document appears on the web (www) and the date of the last consultation:

CSJ Civil, /04/Abr./2008, e0800131030061998-00171-01, R. Díaz. In http://www.ramajudicial.gov.co/csj_portal/jsp/frames/index.Jsp?idsitio=3.

- **Normative references**

The word “law” will be shortened to “L”; Decree to “D”, number, a slash and year of issue.

Example:

D. 2020/2006, Art. 4-4.4 (refers to # 4.4 from article 4 of the above-mentioned law)