

### **Format**

Papers accepted for presentation will be paginated again in specific software, so the word documents are intended to deliver the texts for evaluation and the following configuration.

The paper has a minimum of 8 and a maximum of 12 pages, including all text and figures or tables, bibliography and notes.

The document must maintain the margins, which the word processor (Microsoft Word, or Open Office) creates by default, as a recommendation, the written texts, should display the typeface Calibri.

### **Original Paper**

A paper that presents a contribution or new knowledge in a particular field, based on information obtained through the original investigation. Usually, is supported by active research in a real context, making use of qualitative methods, which may include statistical data. Data provided by the study results and relations with other similar researches references should support the paper conclusions.

### **Case Study / Case Report**

This kind of paper is a description of a single project or group of cases with unique features that are related. Case Reports are usually short and focused on a problem solve process and they can be explanatory (The author has no control over the experiment as this method is to explain events or similar methods), exploratory (The author is the one who develops the research process and can be a study variable, especially in terms of design solutions), or descriptive (The author has no control over the experiment as this method is to describe events sequentially or methods that have occurred).

### **Review Paper**

In this type of paper, the author wants to present a given state of the art on a specific research problematic and subsequently develops a detailed analysis of developments on a particular theme. The paper highlights and discusses important aspects that were previously present in the literature within a certain theme and investigative topic. The novelty of this type of paper is on how articulates and brings together scattered information, presents the discussion of ideas, but does not introduce new data and does not include the author's opinion or personal experience.

## **PAPER STRUCTURE**

These guidelines are a recommendation and a support structure for the preparation of papers proposals, and their submission for evaluation, in an effort for clarity and understanding by the scientific and technical committee.

The proposed papers should contain an organization by chapters that follow the structure chosen by the author. However, the scientific and technical committee recommends the following structure.

### **Title**

Subtitle (if applicable)

### **Title in Portuguese or Spanish**

Subtitled in Portuguese or Spanish (if applicable)

### **Resume**

The abstract should briefly indicate the field of study and, in particular, the problem, referring to the main methodologies adopted in the subject area of study and a summary of the results obtained or expected from the study / research.

The abstract can have a maximum length of 10 lines (about 1156 characters, including spaces) and must form a single paragraph.

### **Keywords**

List a maximum of five keywords (key concepts that best identify the subject of the paper), separated by semicolons.

### **Abstract**

It's the translation of the abstract into Portuguese or Spanish.

### **Keywords**

It's the translation of keywords into Portuguese or Spanish.

### **Introduction**

Identification of field and field of study, as well as the relevance and purpose of the work or research, presented clearly and explicitly. It is recommended to indicate the scope or context of the work or research implementation, among other data that offers a better work process or results understanding.

### Problem

Authors should clarify the paper problematic through the enunciation of questions and hypotheses or propositions that shape the design of the work. Following the identification of the main theoretical concepts, or operational, the problem definition must present a brief theoretical framework, identifying the authors, works or of the relevant literature. Or another form of identification and survey gathered from state of the art in the subject area in question.

### Methodology

Regardless of whether it is a more theoretical research work or a case exploratory study from a more practical approach, the authors should identify the type of method (qualitative, quantitative, mixed, etc.), or methodology adopted (document analysis, case study, ethnography, grounded theory, action research, research development, iterative analysis, etc.).

The methodology should be succinctly presented, explaining while providing the information necessary for clear understanding of what are the factors or variables analysed in the study, which was the data collection instruments (surveys, interviews, focus groups, etc.), its function and the main data and results obtained in applying these research instruments.

### Results

It consists in the description or presentation of the prior or final results following to the methodology application.

### Conclusions

A critical analysis of the results obtained or expected to occur (in the case of a project or investigation on-going). In this analysis, it is important to clarify the main limitations or constraints and identify challenges and opportunities for future application (the results or methodology), in different contexts, with different audiences, or any other variant of the methods or variables used in the study.

### Notes (if applicable)

Additional information that was relevant to the understanding of the texts.

### References

References formatted accordingly with the APA standard (<http://www.apastyle.org/>)