

BEFORE INSERTING YOUR TEXT INTO THE TEMPLATE, READ THE INSTRUCTIONS CAREFULLY SO AS NOT TO DISTORT ITS STRUCTURE. YOU MUST FOLLOW THE GUIDELINES AS THEY APPEAR IN THE TEMPLATE WITH REGARD TO FORMATTING, SIZE, SPACING AND FONTS.

TITLE OF THE ARTICLE IN ENGLISH, TIMES NEW ROMAN, 16-POINT FONT, UPPERCASE, BOLD, FLUSH LEFT

(subtitle in lowercase, regular, body 16)

Title in Portuguese, Times New Roman, 14, lowercase, italics, flush left

Title in Spanish, Times New Roman, 14, lowercase, italics, flush left

AUTHOR(S) NAME(S) - in Times New Roman, lowercase, regular, body 12

University (in the original language), City - State or Province (where applicable) - Country

ORCID:

DOI: (editors' attribution)

REMARKS:

1. The language order of the abstracts depends on the language of the text. If the text is in English, the first abstract should be in English, without a title, followed by Portuguese and Spanish. If the text is in Portuguese, the first abstract should be in Portuguese, followed by English and Spanish. If it is in Spanish, the first is Spanish, followed by Portuguese and English.
2. Don't forget, at the end of writing your manuscript, to delete all the guidelines and other auxiliary items in this template.

SUMMARY

Introduce the reader to the article's purpose, methodology, discussion, results and conclusions, so as not to need to search for the original and to allow search engines to find it in the future. It should contain a sequence of concise and objective sentences, with up to 1,000 (one thousand) characters, including spaces. Font Times New Roman, body 11, single-spaced, justified. The original in Portuguese should be followed by the translation in English (Abstract) and Spanish (Resumen).

Keywords: use up to 5 keywords, separated by semicolons.

ABSTRACT

Key words:

SUMMARY

Key words:

Basic guidelines

The text should be formatted in Times New Roman font size 12, justified 1.5 spacing, with the first line of each paragraph indented by 1.25. The text should have a maximum of 40,000 characters with spaces, including abstracts and bibliographical references. INTERCOM adopts the ABNT standards, which should be checked if the required example is not found in this template (observe the technical standards: NBR 6022, NBR 6023, NBR 6028 and NBR 10520).

- Use the full form of the name of all organizations and entities usually known by their acronym on the first occurrence and then use only the acronym. Example: National Research Council (CNPq).
- Numbers from one to ten should be written out in full.
- Foreign terms, names of works (books, periodicals, films, programs, for example) should be written in italics. **For emphasis or highlighting, use bold**, 'single quotation marks' or 'double quotation marks'.
- In tables and references, use body 11.
- For direct quotes longer than 3 lines, use 10 point font and single spacing.
- All section titles and intertitles should be written in regular font, bold and aligned to the left. There should be one line of space between the section title (e.g. **Introduction**) and the first paragraph.
- Use footnotes sparingly. Ideally, explanations should be within the body of the text. If this is not possible, they should appear as footnotes, in Times New Roman font, size 10, single-spaced (1.0), justified, numbered sequentially with Arabic numerals.

Example of a paraphrase whose source is part of the text: According to Silva (2005) lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt. Suspendisse aliquam venenatis ipsum.

Example of a paraphrase whose source is not part of the text: lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt. Suspendisse aliquam venenatis ipsum (SILVA, 2005).

In the case of short direct quotations (up to 3 lines), they should be enclosed in double quotation marks "lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt", preceded or followed by an indication of the source, according to the rules above, and the page(s) from which they were taken.

In the case of long quotations (more than three lines), this is the example. Text layout: Times New Roman 10, justified, single-spaced, with a 4 cm indentation in the entire paragraph. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt. (SILVA, 2005, p. 44)

Another example where the author precedes the long direct quotation. According to Silva (2005, p. 44),

text configuration: Times New Roman font, 10 pts, justified, single-spaced, 4 cm indent for the whole paragraph lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt

Never end a section with a long quotation. Try to continue with the text in such a way as to establish a link with the following item/section lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt lorem ipsum dolor sit amet, consectetur adipiscing elit.

Use of illustrations, tables and graphs

The purpose of illustrations, charts, tables and graphs is to present the results in a succinct and detailed way, to allow visual analysis or to help explain ideas, making it possible to express more clearly what would be difficult to write and tiresome to read.

Images, illustrations, tables and graphs must be numbered in Arabic numerals, in the sequence in which they appear in the text, preceded by the word Table/Figure.

Images, tables, illustrations and graphs should be inserted into the text as close as possible to the passage to which they refer. Avoid using expressions such as "the image above" or "the figure shown below". Always refer to the numbering of the item (figure 1 or graph 2, for example) as the figure will not always be exactly below or above the reference section in the editing process.

Tables

Tables and charts should be inserted in the text itself, following the standards set by the [IBGE - Brazilian Institute of Geography and Statistics](#), as established by ABNT. They must be written in Times News Roman 10 point font, regular, single spaced. Tables added as images will not be accepted. Avoid long tables that take up more than one page.

Example 1:

Table 1. **Table** title {Size 11}

Name	date 1	date 2	Date 3
Vehicle 1	number	number	number
Vehicle 2	number	number	number
Vehicle 3	number	number	number

Source: Instituto de Circulação e Verificação - IVC (2024) (use body 10, single space)

Example 2:

Table 2. **Table** title - Use these colors for formatting) {Size 11}

Age group	NO.	%
21-30 years	3	2,4
31-40 years	16	13,6
41-50 years	96	84
Total	115	100,0

Source: [data source ex: the author(s), field research]

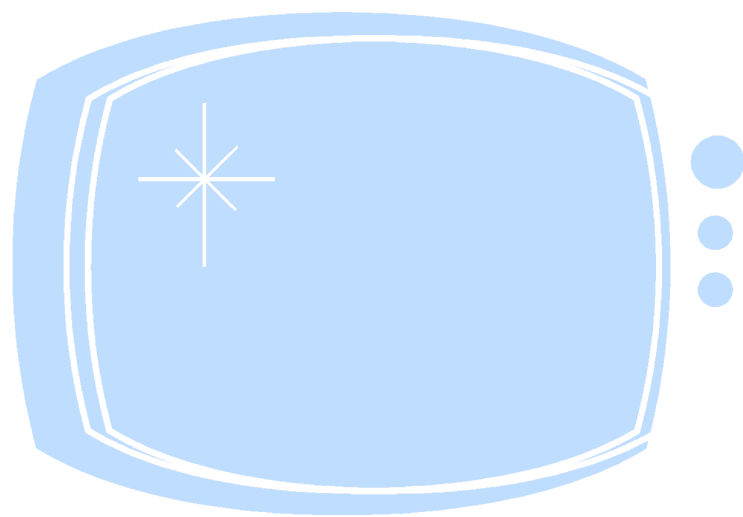
Frame 1. Frame title - Use these colors for formatting) - {Size 11}

Order	Location	Percentage distributed	Description
01	Campinas, SP	20%	There are no affected areas, but there is a high risk of new ones entering....
02	Itu	15%	There are no affected areas, but there is a high risk of new ones entering....
03	Sumaré	5%	There are no affected areas, but there is a high risk of new ones entering....

Source: [data source ex: the author(s), field research]

Figures

Figure 1 - Figure title {size 11}



Source: [data source ex: the author(s), field research] {Size 10}

Figures are all forms of illustration other than tables and charts. Figures are considered to be drawings, photos, diagrams, pictures and maps. The use of figures is important because they complement the scientific text, which is often not easily understood, and help the reader to understand it better. In order for illustrations and images to really enrich the scientific text, they must be of good quality and must also be correctly submitted for publication.

When preparing visualizations (graphs, figures, maps, etc.), we recommend following good visualization accessibility practices. We suggest reading the following text: "[Accessibility in scientific visualizations](#)", and that authors try to adapt their visualizations (except for interactivity, since articles are also published in PDF).

After each visualization and its source, an alternative text (Alt text) should be added with a brief description of the image. This is important for accessing the content using screen

readers. We suggest reading the following text: "[Image Alt Text: How to Make Your Scientific Publication More Accessible](#)".

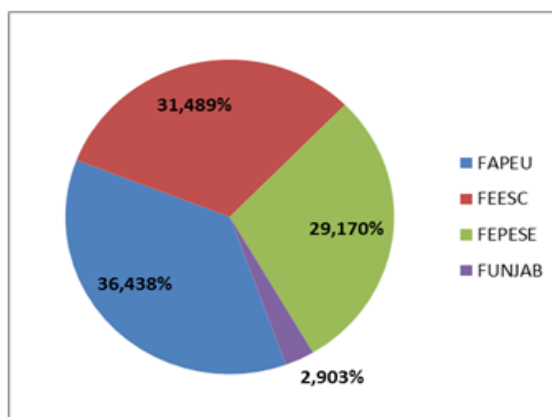
In addition to being included in the text, illustrations and images must be sent separately as complementary files via the journal's submission system. Each image must be a maximum of 15 cm wide by 20 cm high and at least 10 cm wide by 8 cm high.

Text inserted in the image must be written in sans serif fonts, 8 to 12 point body to allow visualization. The image resolution must be at least 300 DPI. Image files are accepted in one of the following formats: jpeg, tiff, gif, eps or bmp.

Graphics

Example

Chart 1. Chart title - {Size 11}



Source: [data source ex: the author(s), field research]

We recommend using the most synthetic format possible. When using color in graphics, evaluate how the colors used will look if printed in grayscale. Avoid using 3D graphics as they can be difficult for screen readers to use. For axis titles, legends and other short texts used in graphics, use ARIAL font, body 8 to 12.

Do not include authors' names, article title or figure number/title/legend in the figure files. This information will be included in the caption of your figure in the manuscript.

In addition to being inserted in the text, graphics must be sent separately as complementary files via the journal's submission system, in one of the following formats: jpeg, tiff, gif, eps or bmp.

Never end a section with illustrations or tables. Try to continue with the text in such a way as to establish a link with the next item/section.

References

Revista Intercom is obliged to use the following normative instructions from the Brazilian Association of Technical Standards (ABNT):

- References - Elaboration (NBR-6023/2018);
- Quotations in documents - Presentation (NBR 10520/2002);
- Progressive numbering of the sections of a written document (NBR-6024/2003);
- Abstract - Presentation (NBR 6028/2003).

General recommendations

We encourage authors to explore and integrate into their submissions articles already published in **Revista Intercom** whenever relevant. This not only enriches the discussion, but also strengthens connections within the academic community in the field.

We encourage the use of the Digital Object Identifier (DOI), as it guarantees a permanent access link to the electronic article. For articles or texts published on the internet that do not contain a DOI, please indicate the full URL address, as well as the date they were accessed.

References and citations

References should be cited in alphabetical order, without numbering, single-spaced with 6pt before and 0pt after paragraphs. Use Times New Roman font, size 11. If there is more than one work by the same author, cite in chronological order of publication; if there is more than one work by the same author published in the same year, differentiate them by a, b and c. References should only include the works actually used to prepare the article.

Examples:

1) Books:

AUTHOR'S SURNAME, Author's name. **Title of the book** (in bold, only the first letter capitalized): subtitle (without bold). Edition. Place: Publisher, date. v. (Series or Collection).

Example:

HAGEMEYER, R. R. **História & Audiovisual**. 1. ed. Belo Horizonte: Autêntica Editora, 2013. 152 p.

Citation in the text: HAGEMEYER (2013) or at the end of the citation (HAGEMEYER, 2013).

2) Book chapters:

AUTHOR'S SURNAME, Author's name. Title of the chapter without emphasis. In: followed by the references of the book: AUTHOR'S LAST NAME, Author's name. **Title of the book** (in bold, only the first letter capitalized): subtitle (in bold). Edition. Place: publisher, date, page numbers (pages consulted) or volume (Series or Collection).

Example:

RIBEIRO, C. M. Digital library. In: SANTOS, G. C. **Acronyms, acronyms and technical terms**: archives, librarianship, documentation, information technology. 2. ed. rev. and ampl. Campinas, SP: Átomo, 2012. 289 p. (Dictionaries Series).

Citation in the text: Ribeiro (2012) or at the end of the citation (RIBEIRO, 2012).

3) Works published in proceedings of events or similar:

AUTHOR'S SURNAME, Author's name. Title: subtitle. In: NAME OF EVENT (in capital letters), number, year, place of organization. **Title of publication followed by ellipsis in brackets** (in bold). Place of publication (city): Publisher, date, initial and final pages of the work.

Example:

SANTOS, G. C. Biblioteca escolar digital (BedNet). In: SEMINÁRIO DE GESTÃO DO CONHECIMENTO EM EDUCAÇÃO E TECNOLOGIA DA INFORMAÇÃO, 3., 2004, Campinas, SP. **Anais [...]**. Campinas, SP: UNICAMP/FE, 2004. p.25-35.

Citation in the text: Santos (2004) or at the end of the citation (SANTOS, 2002).

4) Parts of periodicals

4.1) Journal articles:

AUTHOR'S SURNAME, Author's name. Title of the article (without emphasis). **Name of the journal** (in bold), city, volume and number of the journal, pages, date of publication.

Example:

AMORIM, A. L. T.; ARAÚJO, M. J. C. G. Como o isolamento social causado pela pandemia de covid-19 impactou o consumo de podcasts no brasil: uma análise de matérias jornalísticas nacionais. **Brazilian Journal of Development**, Curitiba, v. 7, n. 3, p. 25802-25815, mar. 2021.

Citation in the text: Amorim and Araújo (2021) or at the end of the quote (AMORIM; ARAÚJO, 2021).

4.2) Newspaper articles:

AUTHOR'S SURNAME, Author's name. Title of article. **Title of the newspaper**. Number or title of the section or supplement, place, first and last pages, day, month, year.

Example:

BRITO, A. As relíquias dos sebos de Campinas: pontos de venda de livros usados sobrevivem ao domínio das megastores e oferecem um acervo que faz inveja às bibliotecas. **Gazeta Mercantil**, São Paulo, 6 ago.1999.

Citation in the text: Brito (1999) or at the end of the citation (BRITO, 1999).

5) Monographs, dissertations and theses:

AUTHOR'S SURNAME, Author's name. **Title** (in bold): subtitle. Year, number of pages or volumes (Category and area of concentration) - Name of Faculty, Name of University, city.

Example:

MENDONÇA, M. C. **A maternidade na publicidade:** uma análise qualitativa e semiótica em São Paulo e Toronto. 2014. Tese (Doutorado) - Pontifícia Universidade Católica de São Paulo, Programa de Estudos Pós-Graduados em Comunicação e Semiótica, São Paulo, SP.

Citation in the text: Mendonça (2014) or at the end of the citation (MENDONÇA, 2014).

6) Online publications:

SOUZA, K. P. University library: risk analysis. RDBCI: Digital Journal of Library and Information Science, Campinas, SP, v. 17, p. e019037, 2019. DOI 10.20396/rdbci.v17i0.8653319. Available at: <https://periodicos.sbu.unicamp.br/ojs/index.php/rdbci/article/view/8653319>. Accessed on: 11 Nov. 2022.

Citation in the text: Souza (2019) or at the end of the citation (SOUZA, 2019).

RDBCI: DIGITAL JOURNAL OF LIBRARY AND INFORMATION SCIENCE. Campinas: State University of Campinas, 2003-. ISSN 1678-765X. Annual. Available at: <https://periodicos.sbu.unicamp.br/ojs/index.php/rdbci>. Access on: 06 jan. 2021.

Citation in the text: RDBCI... (2003) or at the end of the citation (RDBCI..., 2003).

PASSOS, R. The presence of information competence in the National Book and Reading Plan: aspects on reading mediation and mediator training. 2015. Thesis (doctoral) - State University of Campinas, Faculty of Education, Campinas, SP. Available at: <https://hdl.handle.net/20.500.12733/1627403>. Accessed on: 11 Nov. 2022.

Citation in the text: Passos (2015) or at the end of the citation (PASSOS, 2015).

For other examples, we recommend consulting the ABNT-NBR-6023/2018 standards. For users of electronic reference indexing systems (Mendeley, EndNote, Zotero or other), adopt the ABNT - Brazilian Association of Technical Standards style as the standard for normalizing references.

Authors' mini-resumes

Author's name

contact e-mail

Short CV, with institutional affiliation, a brief description of the main academic activities, research carried out, publications, etc. Use Times New Roman font, size 11, single-spaced. Limit 500 characters with spaces

Author's name

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