Article title in Spanish

Article title in English

Resumen (abstract in Spanish)

This document is an example of correctly writing an article that will be evaluated by Revista Economía y Polítca of the University of Cuenca, and can also be used as a template since it presents the publication format, sizes, and font types.

This template also contains the rules for presenting equations, figures, tables, and references. Authors must follow the instructions to maintain the publication standard.

This first section is to write a summary (in Spanish) of the content of the article giving a clear indication of the justification of the topic, objectives, methodology, and main results so that readers can determine if the text is of their particular interest. It must contain a maximum of 150 words, must not include equations or references, and must be written in an impersonal manner.

Palabras Clave: include the keywords (in Spanish) that are related to the content, there must be up to 6 placed in alphabetical order, separated by a comma.

Abstract

Write the summary in English with the same specifications as the format described in Spanish.

Keywords: include the keywords of the article in English, with the same specifications as the format described in Spanish.

JEL code: (*Journal of Economic Literature*)

Introduction

This document is a Microsoft Word template for article preparation. It includes a description of the sources, spacing, and related information to generate the final version of the articles to be published in the Revista Economía y Política.

If necessary, you can consult the *Rules for authors*.

Follow these instructions and if you have any questions you can write to the email address: revista.economiaypolitica@ucuenca.edu.ec

Revista Economía y Política publishes research results, empirical and case studies, methodological articles, as well as literature reviews (state of the art). The manuscripts must be original, not have been published in any media nor be in the process of arbitration or publication.

Articles must have a minimum of 5,000 words and a maximum of 7,000 words, this amount includes titles, summaries, keywords, tables, and references.

In the state of art reviews, it is important to have bibliographic references of around 40 works, preferably current, with a maximum age of 8 years.

Articles must be written in the following structure:

- Introduction
- Literature review
- Materials and methods
- Results and discusión
- Conclusions

Bibliographic References are mandatory in all types of manuscripts.

Acknowledgments and notes will be optional and should go at the end of the article (before references).

Materials and methods

The Introduction, Materials and Methods, Results and Discussion, and Conclusions sections of the article can be structured in a personalized way and divided in different ways, relevant to a better understanding of the article, as long as they respect the order of subtitles presented above. The headings in the body of the article must be numbered in Arabic. They will be without a complete box of capital letters, underlining, nor bold. The numbering must be a maximum of three levels: 1. / 1.1. / 1.1.1.

Page settings

The content of the article must be written on an A4 page size. The margins must be top and bottom 2.5 cm, left and right 2.5 cm. No type of tabulation or indentation is required within the document, nor is the use of small capitals allowed.

Main title

The main title (on the first page) must be centered, in Spanish on the first line, and in English on the second when the article is in Spanish and vice versa when it is in English, with Times New Roman font size 14. Avoid using capital letters in all the text.

First level titles

The first level corresponds to the title therefore, it must be aligned to the left, with the first letter capitalized and all other letters lowercase. It must be presented in Times New Roman font size 14.

Second and third level titles

A second level corresponds to the subtitle and is like the epigraph you are reading. These headings should be bold with Times New Roman size 12. The first letter should be capitalized, left-aligned as in this paragraph. For third level titles, use Times New Roman italic-bold font in size 12.

Main text

Write the main text in Times New Roman font size 12, 1.5 point spacing. All text must be written in the third person.

Do not use double spacing, tabs or indentations. The text must be fully justified.

Graphs, tables, equations, units and abbreviations

If the manuscript includes graphic material (tables, charts, illustrations), this must be attached to the body of the article.

In the case of tables, the Microsoft Word editor will be used and if necessary and for a better review of the article, authors can attach an Excel document with the data processing to the submission within the OJS platform.

In reference to graphics and illustrations, it is necessary for authors to ensure their quality and non-distortion. If necessary, when an article is accepted, the authors will be requested to provide graphics and images in optimal quality.

a) **Graphs or figures:** all graphs or figures must be in gray scale, centered, it is not required that the graphs be housed in tables or with special formats. Figure 1 shows an example of how graphics should be presented in the article. The title

of the graph is placed at the top of the graph and must be in Times New Roman font, size 9, with bold. The chart name must be capitalized only in the first letter of the first word, regardless of whether it is a major or minor word. The source of the figure is essential, it is located at the end of the graph, with bold only in the word “Source”.

Figure 1. Name of the figure



Source: Authors

The figure or graph name must be written as follows: “Figure” followed by the numbering using Arabic numerals. Figure 1., Figure 2., etc., centered. If the graph has two parts, include the indicators “(a)” and “(b)”, for example: Figure 1(a). You must verify that the graphics found in the article are cited in the main text and do not forget to describe the source at the bottom of each graphic, with Times New Roman font, size 9.

Provide grayscale graphics with an appropriate resolution (300 dpi) so that the figure can be seen clearly in the document. Do not use low-resolution figures because it impoverishes the quality of the article.

b) **Tables:** use Microsoft Word tools to create tables. The titles of the tables are placed at the top of the table in Times New Roman font size 9 with the first letter capitalized, centered, without bold.

The text of the table must be in Times New Roman font size 9 without bold. Table 1 of this guide is an example of the format for the article. You should check that the graphs and tables found in the article are cited in the main text.

Tables must contain a maximum length of 4 columns, rows do not have a maximum length.

Table 1. Example

Source: authors.

c) **Equations:** use the Microsoft Word equation editor. Number the equations consecutively, placing the numbering in parentheses and aligning it with the right margin. The equation must be centered, and must be cited in the main text.

$$(1 + x)^n = 1 + \frac{nx}{1!} + \frac{n(n-1)x^2}{2!} + \ldots \quad (1)$$

d) **Units:** the recommended units are those of the metric system, in particular, the use of the International System of Units (SI Units) is suggested. The units of the English system can be used as secondary units (in parentheses).

e) **Abbreviations:** abbreviations and acronyms that are not common must be defined the first time they appear in the text, even if they have already been defined in the summary. Do not use abbreviations in the title unless it is unavoidable.

Results and discusión

It will summarize the most important findings, relating the research observations with studies of interest, pointing out contributions and limitations, without duplicating data already discussed in other sections. The discussion of the results must be clear, concise, and contrasted with other studies.

Conclusions

Conclusions must be obtained from more than just the recorded data. In fact, some data or results can have one meaning or another and, therefore, can lead us to some conclusions and others, depending on the conceptual framework that justifies our research, the followed methodology, the proposed objectives, etc.

Acknowledgements

This section will be used, if desired, to acknowledge the contribution or help of the organizations that sponsored your research; these could be projects, grants, contracts, scholarships, etc. It may also be used to thank any individual or institution for scientific, editorial or technical assistance.

Bibliographic references

It should be carefully check that all citations placed in the text appear in the list of bibliographic references. Only references that were used in the main text of the work, in the tables or in the graphs should appear in the list. This implies that other references should not appear, even if the author has consulted them during the preparation of the article.

At the end of the article, list and enumerate all bibliographic references with a Times New Roman font size 12 according to the APA format 7th Edition.

Do not use subtitles, just place the references in alphabetical order as appropriate.