

## *Rules for the Submission of Originals*

**MONTALBÁN** is the refereed and indexed publication of the Instituto de Investigaciones Históricas of the Universidad Católica Andrés Bello.

This journal is open to the areas of history, anthropology and ethnolinguistics related to Venezuela, Latin America and the Caribbean.

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- 1) **All articles must comply with each and every one of the rules indicated in this manuscript in order to be refereed. If any of them are not complied with, the article will be returned until it complies with the guidelines established herein.**
- 2) Papers should preferably be unpublished and no longer than thirty (30) pages including graphic material, photographs, maps, graphs, charts and notes.
- 3) The editorial office will acknowledge receipt of the originals within twenty (20) working days after reception.
- 4) The acceptance of each contribution will depend on the confidential evaluation of two anonymous specialists. According to this, the editorial staff will decide on the publication and will inform the authors within a period of no less than three months.
- 5) The articles must be sent to the Open Journal System platform through the following link: <https://revistasenlinea.saber.ucab.edu.ve/index.php/revistamontalban/about/submissions> in digital format (Microsoft Word) with the following characteristics:
  - a. Complete data of the author and the institution to which he/she belongs.
  - b. **Title:** It should be short, explanatory and contain the essence of the work. This title should be provided both in the language in which the rest of the text is written and in **English**.
  - c. **Curricular synthesis:** Its length should not exceed fifty (50) words.
  - d. **Abstract of the article:** in Spanish and **English** with a length between one hundred (100) and one hundred and fifty (150) words.
  - e. **Key words:** in Spanish and **English** with a maximum of five (5) words.
  - f. **General index:** that corresponds sequentially with the structure of **each and every one** of the main and secondary headings present in the text (it is not necessary to paginate them).
  - g. **Bibliography:** the sources consulted must be presented in a broad form at the end of the article
- 6) Regarding citations and bibliography, *Montalbán* has adhered to the **Chicago** style. If it is necessary to go deeper into the rules that govern this style, we invite you to consult the following formative material available on:

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In addition, the following criteria have been established:

- a. Each one of the bibliographic references or quotes must mention the source on the footer, for example:
    - i. **Footnote:**
      - Rosario Besné, José Ramón Canedo y Beatriz Pérez de las Heras, *La Unión Europea: historia, instituciones y sistema jurídico* (Bilbao: Universidad de Deusto, 2002), 133-134.
      - Kent Portney, *Taking Sustainable Cities Seriously* (Cambridge: MIT Press, 2003)
      - Ibid., 162.
- Bibliography:**
- Rosario Besné, José Ramón Canedo y Beatriz Pérez de las Heras. *La Unión Europea: historia, instituciones y sistema jurídico*. Bilbao: Universidad de Deusto, 2002.
  - Harvey, David. *The Condition of Postmodernity: An Enquiry Into the Origins of Cultural Change*. New York: Blackwell, 1989.

- b. All acronyms and references mentioned should be included in full at the end of the text, in alphabetical order, in the section entitled **ACRONYMS AND REFERENCES** which should appear at the end of the text.
- i. In the case of archives or libraries, the abbreviations should be placed first, followed by the references, for example:
1. **A.A.A.** Caracas Archdiocesan Archive
  2. **P.M.A.L.** Pedro Manuel Arcaya Library
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1. **Books:**
    - a. **Footnote:**
      - Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), <http://press-pubs.uchicago.edu/founders/> (Accessed 27-7-2021)
    - Bibliography:**
      - Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987. <http://press-pubs.uchicago.edu/founders/>. Also available in printed version and CD-ROM.
  2. **Journal articles:**
    - a. **Footnote:**
      - Mark A. Hlatky et al., "*Quality-of-Life and Depressive Symptoms in Postmenopausal Women after Receiving Hormone Therapy*", *Journal of the American Medical Association* 287, no. 5 (2002), <http://jama.ama-assn.org/content/287/5/591.short>. (Accessed on March 27, 2021)
    - Bibliography:**
      - Hlatky, Mark A., Derek Boothroyd, Eric Vittinghoff, Penny Sharp, and Mary A. Whooley. "*Quality-of-Life and Depressive Symptoms in Postmenopausal Women after Receiving Hormone Therapy*". *Journal of the American Medical Association* 287, no. 5 (2002), <http://jama.ama-assn.org/content/287/5/591.short>. (Accessed on March 27, 2021)
- 7) The editor reserves the right to correct or adjust the text, as long as it does not alter its content.
- 8) Originals are not returned.
- 9) For any additional information, please contact the following e-mail addresses:
- a. [revista\\_montalban@ucab.edu.ve](mailto:revista_montalban@ucab.edu.ve)
  - b. [msolhern@ucab.edu.ve](mailto:msolhern@ucab.edu.ve)
- 10) **Other papers:** short papers such as: **Communications, Reviews and Papers** will also be accepted.
- 11) **Book Reviews** should be sent to the email address of the journal or publisher **including the cover of the book**.
- 12) The information required in the "**Forms for Authors**" available in the "**Instructions for Authors**" section of the **MONTALBÁN MAGAZINE** must be submitted via e-mail.  
It is important to emphasize that **the form must be signed by the author** to be accepted.
- 13) **13) Any other situation not foreseen will be resolved by the editors as they deem appropriate to the interests of MONTALBÁN MAGAZINE, with no right of appeal by the authors.**