(Page layout – top and left margins 3,0cm; right and bottom margins 2,0cm)

Title in English, in Arial font, 20 pt., bold, center aligned, color gray. "Single" line spacing

ABSTRACT (12 pt. – Arial – bold – justified paragraph – single line spacing)
The abstract must be elaborated as an informative text of 300 to 600 words, in English, based on NBR 6028. It should not be written on the first person and must present the thematic focus, the objective, methods, results and conclusions. The abstract is a brief account of the relevant points of a text, giving an overview of the approach, argument and conclusions. (12 pt. – Arial – bold – justified paragraph – single line spacing)
Keywords: First word. Second word. Third word.
(12 pt – Arial – justified paragraph – in alphabetical order, Uppercase and dot. – single line spacing)

Título em fonte Arial, tamanho 22, negrito e centralizado. Espaçamento "Simples"

SOBRENOME, Nome dos(as) autores(as)
(Arial – 12 pts. – alinhado à direita)

RESUMO (na língua original – 12 pts. – Arial – negrito – justificado – espaçamento simples)
Elaborar um resumo informativo, no idioma no qual o artigo foi redigido, baseando-se nas normas da ABNT vigentes, contendo de 300 a 600 palavras; estar formatado em espaçamento simples e alinhamento justificado; apresentado em português e/ou espanhol e/ou inglês. Não deve haver intervalo entre o resumo e as palavras-chave, Abstract e Keywords, Resumen e Palabras clave. O resumo não deverá ser redigido na primeira pessoa do singular e deverá conter o foco temático, objetivo, método, resultados e conclusões do trabalho. O resumo é uma apresentação concisa dos pontos relevantes de um texto, contendo um panorama das abordagens, argumento e conclusões. Não deve haver intervalo entre o resumo e as palavras-chave, Abstract e Keywords, Resumen e Palabras clave. (12 pts. – Arial – justificado – espaçamento simples).
Palavras-chave: Primeira palavra. Segunda palavra. Terceira palavra.

(12 pts. – Arial – justificado – em ordem alfabética, Maiúscula e ponto final – espaçamento simples)

Título em Espanhol, fonte Arial, tamanho 20, negrito, centralizado, cor cinza. Espaçamento "Simples"

ABSTRACT (12 pts. – Arial – negrito – justificado – espaçamento simples)
Elaborar um resumo informativo, em espanhol, contendo de 300 a 600 palavras, baseando-se na NBR 6028. O resumo não deverá ser redigido na primeira pessoa e deverá conter o foco temático, objetivo, método, resultados e conclusões do trabalho. O resumo é uma apresentação concisa dos pontos relevantes de um texto, contendo um panorama das abordagens, argumento e conclusões. (12 pts – Arial – justificado – espaçamento simples)
Resumen: Primeira palavra. Segunda palavra. Terceira palavra.
(12 pts. – Arial – justificado - em ordem alfabética, Maiúscula e ponto final – espaçamento simples)

Introduction (14 pt – Arial – bold – justified – 1,5 spacing)

Texts must have from **8 to 12 pages** including **titles, resumo/resumen, abstract, references and short biography**. Text body style: **NO PARAGRAPH**, 1,5 line spacing; Arial font, size 12 pt.; justified margins. *Foreign words or those highlighted by the author must be written in italics.* Do not make use of italics and quotation marks simultaneously to emphasize excerpts/words.

Where references are made to the ideas of a specific author, but not mentioning the original text literally, as in the case of paraphrases, format the text like this: Xxxxx xxxxxx xxxx sss xx xxxxx, xxxxxx xxxx xxxx. X xxxxx xxxxxxxxxx xxxx xx xxxxx. Xxxxxxxxxxx xxxx xx xxxxxxxxxx xxxx xxxxxx xxxx (UNEB, 2022).

Quotations must follow **NBR10520**. Literal and short quotations (up to three lines) must be written between quotation marks, "[...] Xxxxx xxxxxx xxxx sss xx xxxxx, xxxxxx xxxx xxxx. X xxxxx xxxxxxxxxx xxxx xx xxxxx. Xxxxxxxxxx xxxx xx xxxxxxxxxx xxxx xxxxxx xxxx" (UNEB, 2022, p. 00), preceded or followed by the source referencing, according to this mentioned format, along with the page(s) information where it was taken from.

When quoting speeches from lectures, conferences, master classes, meetings (CONSU/CONSEP), interviews or web video lives, the reference must be like this:

According to So-And-So, "Xxxxxxxxxxx xxxx xx xxxxxxxxxxx xxxx xxxxxx xxxx" (TITLE OF THE ACTIVITY, year of publishing).

To quote declarations and messages on social networks, the reference must be like this: In his/her profile on Facebook/Instagram/Twitter, So-and-so states that "cccccccc cccccccc c cccccc cc ccccc ccc cccc" (LAST NAME, 2021). Or his/her profile on Facebook/Instagram/Twitter from the organization KKK, So-and-so, in the position of Vvvv, states that "cccccccc cccccccc c cccccc cc ccccc ccc cccc" (LAST NAME, 2021).

In quotes with more than 3 lines, highlight it in 4cm indentation, Arial font, size 10 pt., single spacing and no quotation marks.

(Arial, 10 pt., justified, single spacing, 4cm indentation for the whole paragraph)

> Sample of long quotation, with more than three lines. The text must be formatted with Arial, 10 pt., justified, single spacing, 4cm indentation in the whole paragraph. Xxxxx xxxxxx xxxx sss xx xxxxx, xxxxxx xxxx xxxx. X xxxxx xxxxxxxxxx xxxx xx xxxxx. Xxxxxxxxxxx xxxx xx xxxxxxxxxxx xxxx xxxxxx xxxx (UNEB, 2021, p. 00).

> Sample of long quotation, with more than three lines. The text must be formatted with Arial, 10 pt., justified, single spacing, 4cm indentation in the whole paragraph. Xxxxx Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut vulputate tincidunt turpis at tincidunt (UNEB, 2021).

If **Footnotes**[1] are necessary, they must be inserted in the text, for some explanatory information, not exceeding the size of 500 characters (with spaces); single spacing, Arial font, size 9; justified text, single spacing.

Figures, pictures or other images must be placed in the text and sent to the mail address livroacessibilidadeuneb@gmail.com. On the subject, please indicate: FIGURES – author(s) name(s) and the paper title. Provide the image a minimum resolution of 150dpi, and minimum dimensions of 1024x768. Images captured from the Internet must bring the complete URL on the references, titles, captions or sources. All display items need to have their sources mentioned. For copyrighted resources, authors must get explicit and documented permission for publication and send it (with the display items) to the mail address livroacessibilidadeuneb@gmail.com.

Tables, figures, graphics, drawings or charts must be numbered and entitled (only the first letter is capitalized). Tables and charts must be elaborated with the tools of Word, with adequate dimensions. Do not send any of these display items as images inserted in the text.

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[1] Footnotes must be written with a maximum of **500** characters, single spacing; Arial font, size 9; justified text.

(10 pt. – Arial – center aligned – single spacing)
Figure 1 – Picture/image sample

Table1 – Table title (10 pt. – Arial – justified – single spacing)

TITLE EXAMPLE	TITLE EXAMPLE
Information 1	Information X
Information X	Information X
TOTAL	Information X

Surce: Table source. (10 pt. – Arial – justified – single spacing)

Chart 1 – Chart table (10 pt. – Arial – justified – single spacing)

TITLE	TITLE	TITLE
Information X	Information X	Information X
Information X	Information X	Information X
Information X	Information X	Information X

Surce: Chart source. (10 pt. – Arial – justified – single spacing)

References (14 pt. – Arial – aligned to the left)

References must follow the last name of the authors in alphabetical order. Text style: 11 pt., Arial, aligned to the left, single spacing. Titles are highlighted in bold. Names and last names of the authors must be written **in full** whether referenced once or more times, instead of indicated with trace/dot (_____.).

Personal author:
LAST NAME (Upper case), Name and Middle Name(s). **Title**: subtitle. 2. ed. (Number of the edition). Place of the Publication: Publisher, year.

Up to 3 authors:
LAST NAME, Name; LAST NAME, Name; LAST NAME, Name. **Wwwwww ww wwwwww w www**: wwww ww wwww w www. X. ed. rev. e exp. Place of the Publication: Eduneb, 2021.

More than 3 authors:
LAST NAME, Name et al. **Wwwwww ww wwwwww w www**: wwww ww wwww w www. Place of the Publication: Cortez, 2012.

Editor(s), coordinator(s), translator(s):
LAST NAME, Name; LAST NAME, Name. (Eds.). **Wwwwww ww wwwwww w www**: wwww ww wwww w www. Translation of the name and last name. [S.l.: s.n.] (In case the place of the publication and the Publisher is not mentioned), 2012.

Organization author:
BRAZIL. Education Ministry. **Title**. Brasília, DF, year.

Unknown authorship:
FIRST word of the title. Place of the publication: Publisher, year.

Excerpt/chapter of the publication:
SANTOS, João Oliveira. Title of publication. In: SILVA, Luis Vieira (Ed.). **Title of the publication**: subtitle. Place of the publication: Publisher, year, p. 3-9.

Video records:
LAST NAME, Name of the person (or channel). Name of the video. Youtube, date of the video. Available at: <link of the video>.

TITLE of the movie. Direction: name of the director. Production: name of the producer. Place of the Publication: Distribution Company, year, Media (movie length in minutes).

NAME of the video. Direction: name of the director. Production: name of the producer. Platform where it is currently inserted. Date of the video publication. Length. Available at: <Link of the video>. Last access on: date with month day, year.

Social networks:

LAST NAME, First name (username). **Tweet posted description**. City, day, month, year. Twitter: @username. Available at: <Link of the post>. Last access on: date with month day, year.

LAST NAME, First name (username). **Text posted description**. City, day, month, year. Instagram: @username. Disponível em: Available at: <Link of the post>. Last access on: date with month day, year.

LAST NAME, First name (username). **Text posted description**. City, day, month, year. Facebook: @username. Disponível em: Available at: <Link of the post>. Last access on: date with month day, year.

Homepage:

DOMAIN. [Institutional website]. Available at: <Link of the homepage>. Last access on: date with month day, year.

DOMAIN. **Title of the section**. Available at: <Link of the homepage>. Last access on: date with month day, year.

E-mail:

LAST NAME, First name. Subject of the message. Message received by <mail address> on month day, year. Available at: <Link of the mail provider>. Last access on: date with month day, year.

Web streaming in the form of live, webinar, meeting, conference, interview, round table, debate etc.:

LAST NAME, Name of the author. **Title:** subtitle. Place of the event (city): Publisher, date of the publication (month day, year). 1 video (length information in minutes). **[Live/Webinar/Meeting/Conference/interview].** Available at: <link of the website>. Last access on: date with month day, year. Complementary information like: title of the event; other participants in the activity; interviewer; mediator; research group, post-graduation program, university sector responsible for the event etc.

ACTIVITY-NAME OF THE EVENT, n., year, place of the event (city): Publisher, date of the publication (month day, year). 1 vido (length information in minutes). **[Live/Webinar/Meeting/Conference/Round Table/Talk]**. Available at: <link of the website>. Last access on: date with month day, year. Complementary information like: title of the event; other participants in the activity; interviewer; mediator; research group, post-graduation program, university sector responsible for the event etc.

ATTENTION: Quotations of several documents from only one author, all published in the same year, must be distinguished by the addition of uppercase letters, in alphabetical order, after the date information and with no spacing, according to the references list.

If the location cannot be determined, use the expression Sine loco, abbreviated between square brackets and with no space between the characters [S.l.].

If case the Publisher (or the organization of the publication) cannot be determined, use the expression Sine nominee, abbreviated between square brackets and with no space between the characters [s.n.].

In case of unknown date, indicate:

[2001 or 2002] = one year or another;

[2015 ?] = probable date;

[2007] = accurate date, not mentioned in the item;

[between 2000 and 2008] = use ranges less than 20 years;

[ca. 2000] = approximate date;

[200-] = accurate date;

[199-?] = probable decade;

[19--] = accurate century;

[19--?] = probable century.

(Short biography - 11 pt. – Arial – justified – single spacing) The short biography is placed after the references. In this way:

Complete name of the Author in bold, with a maximum of 5 lines; mention the qualification, institution, and bring the information of the Contact at the end: your e-mail.

So-and-so (full name with no abbreviations), Doctor/Master/Specialist/Graduated (highest degree) in XXX from the University of YYYYYY (ABBREVIATION), acts in FFFFFFFF, discussing, studying and researching issues related to ZZZZZZ. Currently, he/she is bound to XXXXXX (full name of the organization/association, city/state/country – ABBREVIATION). He/she represents the people/community/group XXXXX, and he/she is identified with sociopolitical-economic-cultural fights related to BBBB. Contact: so-and-so@uneb.br.