



## VIII International Forum on Gymnastics for All October 13-16, 2016

### PAPER SUBMISSION GUIDELINES AND ACCEPTANCE CRITERIA

Papers should address research studies and pedagogical experiences in Gymnastics for All (GfA) as their key topic, or address how GfA can relate to other gymnastics activities and/or expressions of body language.

#### 1. PAPER SUBMISSION TYPES

- **Poster:** presentation of research studies or case reports. For complete research studies, authors may choose to send only abstracts (for publication in the Annals of the Forum) or to also send the full text to be published in the Special Edition of *Conexões: Journal of Physical Education School (FEF) of Unicamp* or on the E-book that will be organized by the Gymnastics Research Group of FEF/Unicamp.
- **Photographs:** a photographic display of research studies, case reports, projects, events, festivals, etc.
- **Video:** a video presentation of research studies, case reports, projects, events, festivals, etc.

#### 2. PAPER SUBMISSION GUIDELINES

- The submitted papers must strictly follow the guidelines described below.
- Regarding the submission of Posters, Photograph and Video, authors must send **2** documents: **1** with the identification of the author(s) and **1** without the identification of the author(s).

##### 2.1. Poster

**2.1.1. Abstract:** for complete research studies, ongoing research studies or case reports.

- Abstracts must include: introduction, objectives, methods, theoretical background and general considerations.
- Title (in Portuguese, Spanish, and English): capitalized and center aligned.
- The name(s) of the author(s) must be two spaces below the title. Names must be followed by titles and affiliation (right aligned) – for **files with identification**.
- Abstracts must be two spaces below the title (for **files without identification**) or two spaces below the information about the author(s) (for **files with identification**). Abstracts must be written in Portuguese, Spanish, and English (in this order). Abstracts must be written in italics and have between 500 and 600 words.
- Below each summary, there must be from 3 to 5 keywords in Portuguese, Spanish, and English.

- Page format: A4 paper, with top, bottom, and right margins set at 2,5 centimeters and left margins set at 3 centimeters.
- Font: Times New Roman, size 12, single space.
- File format: MS Word Document.

**NOTE:** For files with identification, the first author must include name, address and e-mail at the end of the abstract.

### **2.1.2. Full text:** only for completed research studies.

As informed above, for complete research studies, authors may choose to send only abstracts (for publication in the Annals of the Forum) or to also send the full text to be published in the Special Edition of *Conexões: Journal of Physical Education School (FEF) of Unicamp* or on the E-book that will be organized by the Gymnastics Research Group of FEF/Unicamp.

In this case, authors must send:

- **Abstract** to be published on the Annals of the Forum (in compliance with the guidelines described on item 2.1.1.).

- **Full text**, following the guidelines above:

- The text must include: abstracts (Portuguese, Spanish and English), introduction, objectives, methods, theoretical background, final considerations, and references. The texts should contain between 6.000 and 10.000 words.
- Title (Portuguese, Spanish, and English): capitalized and center aligned.
- The name(s) of the author(s) must be two spaces above the title, followed by followed by titles and affiliation (right aligned) – for **files with identification**.
- Abstracts must be two spaces below the title (for **files without identification**) or two spaces below the information about the author(s) (for **files with identification**). Abstracts must be written in Portuguese, Spanish, and English (in this order). Abstracts must be written in italics and have up to 200 words.
- Below each summary, there must be from 3 to 5 keywords in Portuguese, Spanish, and English.
- Charts and Tables must be included in the text.
- Explanatory notes must be numbered and placed before the reference section.
- References should follow the Brazilian ABNT NBR 6023 guidelines. The list of references should be numbered sequentially, in the same sequence presented by superscript numbers used in the text (for example, access the *Revista Conexões* website).
- In the text, there must be no indented paragraph. Paragraphs must be separated by a single line space.
- Page format: A4 paper, with top, bottom, and right margins set at 2,5 centimeters and left margins set at 3 centimeters.
- Font: Times New Roman, size 12, one-and-a-half line spacing.
- File format: MS Word Document.

**NOTE:** For files with identification, the first author must include name, address and e-mail at the end of the abstract.

Papers will be accepted based on the following criteria:

- Academic rigor (in compliance with forum guidelines– including Brazilian ABNT standards; theoretical background; coherence between objective/method/reference).
- Relevance and contribution to the field.

## **IMPORTANT NOTE**

- Once the paper is approved, a template will be provided for the preparation of the poster. Posters must be in digital format (not printed) to be projected during specific thematic sessions in the Forum.
- The Poster digital file should be forwarded to the Scientific Committee until **September 19, 2016**. Ten days before the start of the Forum, posters will be made available on the forum website, so that participants and the author(s) can have access to the papers that will be presented at the Forum.

## **2.2. Photographs and Videos**

### **2.2.1. Abstract for photographs and video:**

- Title (in Portuguese, Spanish, and English): capitalized and center aligned.
- The name(s) of the author(s) must be two spaces below the title. Names must be followed by titles and affiliation (right aligned) – for **files with identification**.
- Abstracts must be two spaces below the title (for **files without identification**) or two spaces below the information about the author(s) (for **files with identification**). Abstracts must be written in Portuguese, Spanish, and English (in this order). Abstracts must be written in italics and have between 500 and 600 words.
- Below each summary, there must be from 3 to 5 keywords in Portuguese, Spanish, and English.
- Page format: A4 paper, with top, bottom, and right margins set at 2,5 centimeters and left margins set at 3 centimeters.
- Font: Times New Roman, size 12, single space.
- File format: MS Word Document.

**NOTE:** For files with identification, the first author must include name, address and e-mail at the end of the abstract.

### **2.2.2. Photographs:**

- Authors must send between 4 and 6 high-resolution photographs.
- The digital version of the images must be sent through Google Drive during the registration process.
- The printed version of the approved photographs (mandatory size: 30x40cm; color or black-and-white pictures) must be sent until **September 19, 2016**. Pictures must be sent to an address that will be communicated timely. If the printed photographs are not sent before the due date, the paper will not be included in the exhibition.
- Printed photographs must be in good conditions. They must carry identification tags on the back, with author(s)' name, as well as titles of the photographs and the paper.

- Upon registration, author(s) must attach a document stating that the content of the photographs does not violate any copyright or intellectual property rights and that the author(s) agree to take full legal responsibility for any claims, legal suits or disputes, that arise from the exhibition or use of the photograph, whether directly or indirectly.

### 2.2.3. Video:

- Videos must last from 5 to 8 minutes and be recorded in MPEG format. The Organizing Committee is not responsible for any technical problems that prevent the exhibition of the videos.
- Videos must be sent through Google Drive during the registration process.
- Upon registration, author(s) must attach a document stating that the content of the video does not violate any copyright or intellectual property rights and that the author(s) agree to take full legal responsibility for any claims, legal suits or disputes, that arise from the exhibition or use of the video, whether directly or indirectly.

## 3. IMPORTANT INFORMATION

- The Scientific Committee will only consider papers that are in strict compliance with the guidelines. Otherwise, papers will be automatically rejected.
- Papers will be reviewed by the Scientific Review Committee in a “double-blind” system. The Scientific Review Committee is composed of reviewers with Master’s and PhD degrees from various Brazilian universities, who conduct research in Gymnastics.
- It is not allowed to send the same paper (theme and/or content) in two different session types (Poster, Photographs and Video).
- Authors are not necessarily required to register in the forum to submit their papers. However, we will only publish accepted papers that have at least the first author registered in the forum until **August 05, 2016**.
- Certificates will be provided only to authors that are registered and present in the Forum.
- Accepted papers will be published as follows:
  - ✓ **Annals of the forum:** all abstracts (including the abstracts of full texts) accepted by the Scientific Review Committee.
  - ✓ **Special Edition of *Conexões: Journal of Physical Education School at Unicamp*:** all full texts (except those selected to be published on the E-book) accepted by the Scientific Review Committee.
  - ✓ **E-book:** the Scientific Committee will select the best full texts to be published on an E-book, which will be organized by the Gymnastics Research Group of FEF/Unicamp. In this case, the first author can choose whether he/she wants to be published on *Revista Conexões* or on the **E-book**.

#### 4. REGISTRATIONS AND DEADLINES

- Papers must be submitted between **March 20 and May 08**. Authors must send an email to [figpt.trabalhos@fef.unicamp.br](mailto:figpt.trabalhos@fef.unicamp.br), with the following information:
  - ✓ Registration form ([click here](#)).
  - ✓ Abstract ([click here](#)) WITH identification.
  - ✓ Abstract WITHOUT identification.
  - ✓ Full text ([click here](#)) WITH identification – optional for authors with complete research studies.
  - ✓ Full text WITHOUT identification - optional for authors with complete research studies.
- The subject of the email should be the first author's complete name, followed by his/her professional title and session type (e.g., Maria da Silva, Gymnastics for All at school, Photographs).

##### 4.1. Registration form – this file must be named as follows:

- Surname of the author(s) in capital letters, followed by the word “ficha”.
- Example: SILVA-ficha (for one author); SILVA-PRADO-LIMA-ficha (for many authors)

##### 4.2. Poster abstract WITH identification of authors – this file must be named as follows:

- Surname of the authors in capital letters -resumo-poster-com-ident
- Example: SILVA-resumo-poster-com-ident (for one author); SILVA-PRADO-LIMA-resumo-poster-com-ident (for many authors).

##### 4.3. Poster abstract WITHOUT identification of authors – this file must be named as follows:

- Surname of the authors in capital letters -resumo-poster-sem-ident
- Example: SILVA-resumo-poster-sem-ident (for one author); SILVA-PRADO-LIMA-resumo-poster-sem-ident (for many authors).

##### 4.4. Full text in Word WITH identification of authors – this file must be named as follows:

- Surname of the authors in capital letters -textocompleto-com-ident
- Example: SILVA-textocompleto-com-ident (for one author); SILVA-PRADO-LIMA-textocompleto-com-ident (for many authors).

##### 4.5. Full text in Word WITHOUT identification of authors – this file must be named as follows:

- Surname of the authors in capital letters -textocompleto-sem-ident
- Example: SILVA-textocompleto-sem-ident (for one author); SILVA-PRADO-LIMA-textocompleto-sem-ident (for many authors).



**4.6. Photograph abstract WITH identification of authors** – this file must be named as follows:

- Surname of the authors in capital letters-resumo-fotografias-com-ident
- Example: SILVA-resumo-fotografias-com-ident (for one author); SILVA-PRADO-LIMA-resumo-fotografias-com-ident (for many authors).

**4.7. Photograph abstract WITHOUT identification of authors** – this file must be named as follows:

- Surname of the authors in capital letters-resumo-fotografias-sem-ident
- Example: SILVA-resumo-fotografias-sem-ident (for one author); SILVA-PRADO-LIMA-resumo-fotografias-sem-ident (for many authors).

**4.8. Video abstract WITH identification of authors** – this file must be named as follows:

- Surname of the authors in capital letters-resumo-video-com-ident
- Example: SILVA-resumo-video-com-ident (for one author); SILVA-PRADO-LIMA-resumo- video-com-ident (for many authors).

**4.9. Video abstract WITHOUT identification of authors** – this file must be named as follows:

- Surname of the authors in capital letters -resumo- video-sem-ident
- Example: SILVA-resumo-video-sem-ident (for one author); SILVA-PRADO-LIMA-resumo-video-sem-ident (for many authors).

## **5. IMPORTANT DATES**

- Paper submission: **March 20 – May 08**
- Letter of acceptance will be sent by **July 20**.
- Registration in the event and payment of registration fee for paper authors: **until August 05, 2016**.

## **CONTACT INFORMATION**

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