

Editorial Guidelines
Política Criminal team
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1. Formal aspects of articles and other texts submitted to *Política Criminal*

All articles must be sent by e-mail to politicacriminal@utalca.cl. It is understood and accepted that the article’s submission authorizes the Editor to amend or suppress, or to request the author any amendments or suppressions necessary for the article’s compliance with these guidelines.

Texts must be presented in normal Size 12 Times New Roman font, justified from right to left, in single space, without indentation. The minimum required length of each text submitted for publication in the *Articles* section is of 25.000 characters, including spaces.

An additional line jump must be used between paragraphs.

No abbreviations, capital letters, styles, bold or other distinctive highlights except for those indicated in the following sections can be used. As a general rule, the use of *italics* must be limited to highlighting words in foreign languages, and titles in the bibliographical references. Exceptionally, italics can be also used to highlight a word that is *important* or *transcendent*.

2. Literal or textual citation and footnotes.

Literal or textual citations in the text or in a footnote must be included using “quotation marks”, indicating the source or bibliographical reference as a footnote.

“If the citation is of a complete phrase that will be highlighted and, in any case, if it is over 4 lines long, it must be included in font size 11, justified from right to left, with 1,0 cm. indentation on both sides compared to the main text, so that it is clearly highlighted, like in the present example. If a literal quote is in a footnote, no differentiation is required. This citation procedure is also especially recommended for articles, sections or paragraphs of full legal norms or citations from judicial sentences”.

3. Numbering and text organization.

Text in submitted articles must be divided and numbered following the ISO 2145/1972 Standard, in compliance with the following model:

Article’s Title (Bold, font size 12)
Author’s first and last name (Normal, font size 12)
Academic degree, position or membership (Normal, font size 12)
E-mail address (normal, font size 12)

Abstract (Bold, font size 12)

Articles must contain a 150-200 word long abstract, written in both its native language and in English.

Key words (Bold, font size 12)

Key words or descriptors (3 to 5 or more), in both the article's native language and in English, separated by commas.

Introduction (Bold, font size 12)

No numbering is required for the introduction, conclusions and annexes.

1. Title of the first section (Bold, font size 12)

A maximum of three levels for sections and subsections can be used, using Arabic numerals, followed by a final period and with a point following the number to indicate its hierarchy, according to the following model:

1.1. Title of the first subsection (Bold, font size 11)

1.1.1. Title of the first sub(sub)section (Normal, font size 11)

a) Subdivision of the first sub(sub)section (Italics, font size 11)

- No paragraph numbering (graphic mark, Normal, font size 12)

2. Title of the second section (Bold, font size 12)

And so forth...

Conclusions (Bold, font size 12)

Annexes (Bold, font size 12)

4. Bibliographical references.

Bibliographical references must comply with the ISO 690 and ISO 690-2 Standards. The recommended reference method is footnotes, with the first citation of each work in full, the following abbreviated, and a bibliographical list at the end.

The first citation of a work in the text must contain the minimum required references in accordance with applicable Standards as exemplified in the following paragraphs. The following citations of the same work must only contain a reference to the AUTHOR, the *title's* abbreviation, a reference to the prior footnote where the work was first cited, and the cited work's page. If two or more works of the same author are cited, the titles' abbreviations must be substantially different, for their proper identification.

Authors must also employ a *bibliographical list* system at the end of the text, adapting it to the norms for the first citation of each work, but do not need to include a reference to the footnote in which the first citation appears.

4.1. Abbreviations and commonly used reference terms

As a general rule, authors must avoid using abbreviations or reference terms in latin, such as “*ibid.*”, “*id.*” or “*idem*”, “*loco citato*” or “*lc*”, etc...

However, the following abbreviations and reference terms are allowed, when used as shown:

- Art[s].: Article[s].
- Coord[s].: Coordinator[s].
- Cf.: compare
- Dir[s].: Director[s].
- Ed[s]./ed[s].: Edition/Editorial/Editor[s]., depending on context.
- et al.: and all other authors.
- ff.: and on succeeding pages.
- Infra: see below
- Inter alia: among other things.
- No. / no.: Number.
- Op. cit.: From the cited work.
- p[p].: page[s].
- passim: Throughout or frequently.
- Supra: see above or “see earlier in this writing”.
- Trans./ tr.: translated by, translation, translator.
- Vol[s]. / vol[s].: Volume / volumes.

Other abbreviations in the text are also allowed, especially journal titles, laws, acronyms for organizations, or concepts that are used repeatedly in the text. For these purposes, the first time an abbreviation is used, it must be after the relevant word or phrase and in parenthesis, which also explains its later use, for example:

“According to Art. 27 of the Adolescent Criminal Liability Law (henceforth, ACLL)”

If using journal titles that have official abbreviations (such as *Polít. crim.* or *Harv. L. Rev.*), its official abbreviation must be used.

4.2. Examples

4.2.1. Monographs or essays

a) Rule for the first citation

LAST NAME/S, First name/s (authors are separated with a semi-colon (“;”) and, if there are three or more authors, the “LAST NAME, First name” of the first appearing author can be used, followed by “*et al.*”), *Monograph’s title: subtitle, Volume (Vol.) or tome (t.), if more than one. edition’s number (if more than one)*, Trans.: LAST NAME, Translator’s First name (if known), place of edition: publishing house or editorial, year of publication, total number of pages (optional), number of the cited page.

Examples:

- ¹ SCHMALLEGER, Frank, *Criminal Justice: A Brief Introduction*, New Jersey: Prentice Hall, 2005, p. 32.
- ² AMBOS, Kai, *La Parte General del Derecho Penal Internacional: Bases para una elaboración dogmática*, Trans.: MALARINO, Ezequiel, Montevideo: Konrad-Adenauer-Stiftung E.V., 2005, p. 44.
- ³ GARCÍA C., Percy, *Derecho penal económico: Parte General*, Piura (Peru): ARA, 2003, 869 pp., p. 54.
- ⁴ MARINUCCI, Giorgio; DOLCINI, Emilio, *Manuale di Diritto Penale: Parte Generale*, Milano: Giuffrè, 2004, p. 105.
- ⁵ PASTOR, Daniel, *Recodificación penal y principio de reserva del Código*, Buenos Aires: Ad-Hoc, 2005, *passim*.

b) *Following citations*

Examples:

- ⁶ SCHMALLEGER, *Criminal Justice*, op. cit. note 1, p. 50.
- ⁷ AMBOS, *La Parte General*, op. cit. note 2, p. 113.
- ⁸ MARINUCCI/DOLCINI, *Manuale (Parte Generale)*, op. cit. note 4, p. 199.
- ⁹ PASTOR, *Recodificación*, op. cit. note 5, p. 255.

4.2.2. Part of a monograph

a) *Rule for the first citation*

LAST NAME/S, First name/s, “Part’s title: subtitle”, Trans.: LAST NAME, Translator’s First name (if known), in: LAST NAME/S, First name/s of the editors, directors or coordinators, *work’s full title, volume (vol.) or tome (t.) if more than one, edition’s number*

(if more than one), place of edition: publishing house or editorial, year of edition, location of the "part" in the full work, number of the cited page.

Examples:

- ¹⁰ BUSTOS, Juan; CABALLERO, Felipe, "Comentario a los artículos 1° a 4° del Código Penal", in: POLITOFF, Sergio; ORTIZ, Luis (Dirs.); MATUS, Jean Pierre (Coord.), *Texto y Comentario del Código Penal Chileno, t. I*, Santiago: Ed. Jurídica de Chile, 2002, pp. 56-66, p. 62.
- ¹¹ FARALDO, Patricia, "¿Es la empresa un aparato organizado de poder?", in: MATUS, Jean Pierre (Ed.), *Derecho penal del medio ambiente y propuesta para un nuevo derecho penal ambiental chileno*, Santiago: Ed. Jurídica de Chile, 2004, pp. 129-145, p. 133.

b) *Following citations*

Examples:

- ¹² BUSTOS, "Comentario", op. cit. note 10, p. 53.
- ¹³ FARALDO, "La empresa", op. cit. note 11, p. 140.

4.2.3. Articles in serialized publications (journals)

a) *Rule for the first citation*

LAST NAME/S, First name/s. "Article's title", *full title of the serialized publication or its official abbreviation*, Trans. by LAST NAME, Translator's first name (if known), article's location: volume, tome, number or issue (year), page location, cited page.

Examples:

- ¹⁴ RICHARDSON, L. Song, "When Human Experimentation is Criminal", *J. Crim. L. & Criminology*, Vol. 99, No. 1 (2009), pp. 89 – 133, p. 94.
- ¹⁵ TAMARIT, Josep María, "Drogas y derecho penal", *Cuadernos de Derecho Judicial*, nº 8 (2003), pp. 670 – 690, p. 200.
- ¹⁶ SILVA SÁNCHEZ, José María, "Straftatsystematik deutscher Prägung: Unzeitgemäß?", *GA*, t. 151 (2004), pp. 679 – 690, p. 684.

b) *Following citations*

Examples:

- ¹⁷ RICHARDSON, “When Human Experimentation”, op. cit. note 14, p. 101.
- ¹⁸ TAMARIT, “Drogas”, op. cit. note 15, p. 205.
- ¹⁹ SILVA SÁNCHEZ, “Straftatsystematik”, op. cit. note 16, p. 230.

4.2.4. Articles in serialized electronic publications (e-journals)

a) Rule for the first citation

LAST NAME/S, First name/s, “Article’s title”, Trans.: LAST NAME, Translator’s First name, if applicable, *title of the serialized publication or its official abbreviation*, article’s location: volume, tome, number or issue (year), pages or other location indicator within the publication, number of the cited page, in: url [visited on dd/mm/yy].

Example:

- ²⁰ CARNEVALI, Raúl, “Criterios para la punición de la tentativa en el delito de hurto a establecimiento de autoservicio. Consideraciones político criminales relativas a la pequeña delincuencia patrimonial”, *Polít. crim.* n° 1 (2006), A2, pp. 1-17, p.12, at: http://www.politicacriminal.cl/n_01/pdf_01/a_2.pdf [visited on 28.02.2008].

b) Following citations

Example:

- ²¹ CARNEVALI, “Criterios”, op. cit. note 20, p. 7.

5. Originality and relevance of texts submitted for publication in the *Articles* section

Texts sent for submission in the *Articles* section must be original, the result of ongoing or completed scientific research, and must deal with issues related to penal sciences (Criminal law, procedural penal law, penitentiary execution) and/or to criminology.

Articles “resulting from research” are understood as those that develop the author’s arguments in a more or less integral form, in intelligible writing, using current and pertinent bibliography. Articles that are the result of Research Projects with public or private funding, or they completely or partially correspond to a postgraduate thesis, we recommend advising this fact in the first footnote.

“Original” articles are understood as those that have not been previously published as “articles” or in a different language as the one presented for publication in this Journal, at the time of its submission to the Editorial Body. Therefore, monograph abstracts or

collective works, first translations to Spanish of articles published in other languages (as long as they are unavailable on the Internet), as well as articles submitted by the author for publication in other journals but unpublished at the time of their submission to the Editorial Body, are all considered original texts and allowed.

Texts can also be submitted to the Director for their inclusion in the *Documents* section. This section contains original texts dealing with general briefs or conferences, speeches or governmental reports, High Courts’ jurisprudence commentary, legislative documents and reports, documents that comment on previously published texts and, in general, original tests that are deemed relevant or important for the study of penal sciences or judicial practice and litigation, but cannot be considered as “original articles that are the product of research”.

Reviews submitted to the Director must be original and can only refer to texts that have been published in the last 5 years since the review’s submission.

All texts must be submitted in two periods during a calendar year: from March 1st to June 30th, and from August 1st to November 30th. All texts will be published as soon as the edition and peer review processes are finished, in the corresponding issue.

The Editor will verify that all texts published in *Política Criminal* adhere to these guidelines and will make any required formal corrections. It is understood that all authors, just by submitting their texts for publication, expressly authorize the Editor to make these corrections.

For additional information, please contact us as politicacriminal@utalca.cl

6. Text review process

All articles will be anonymously reviewed by 2 members of the Journal’s Peer Review Committee or by reviewers chosen by them, without the author’s identity being disclosed. Reviewers will report if the submitted texts have been approved for publication, and if the texts need corrections.

The evaluation process will be directed and implemented by the Journal’s Editor, who will maintain a record of all completed evaluation forms. The Editor will be responsible for maintaining the reviewers’ anonymity.

To maintain the independence of the Peer Review Committee, its members will not be informed of text evaluations they submitted for publication, which will be sent by the Editor to external reviewers. No texts submitted by the Editor will be published in the *Articles* section. A limit of two articles per issue will be allowed when they are authored by members of the Peer Review Committee.

Article reviews, their acceptance with or without observations, or their rejection, will be duly informed by e-mail to their authors. The author’s reply to review observations will be reported to the corresponding reviewers.

7. Approval process for texts submitted directly to the Director

All texts submitted for publication in the *Documents* and *Reviews* sections will be evaluated by the Journal’s Director, and their acceptance or rejection will be informed to the author by the Editor.

8. Copyright

All content will be published in *Política Criminal* under a Creative Commons [Attribution-Noncommercial-No Derivative Works 3.0](#) License that will allow their reproduction, distribution and public display as long as the text’s author and the source are duly cited, exactly as appearing in the recommended citation for each article. Commercial use and derivative works of the published texts are expressly prohibited, unless previously authorized by the author in writing. Copying the Journal’s content is also prohibited, but linking to its URL is authorized, if the Director previously authorizes it. Any author that wishes to include any third-party’s protected images, charts, graphs, etc., is solely responsible for obtaining all due authorizations or licenses.