

## CCD MANUSCRIPTS SUBMISSION GUIDELINESS

*Cultura\_Ciencia\_Deporte (CCD)* will consider research studies related to the different areas of Physical Activity and Sport Sciences, which are scientifically based. Given the specialized nature of the journal, popular articles will not be accepted, nor will those limited to exposing opinions without conclusions based on academic investigation. Papers should be sent electronically through our website: <http://ccd.ucam.edu>, where the author must register as an author and proceed as indicated by the tool. The Journal does not charge Article Processing Charges (APCs) to its authors for publication or submission.

### Conditions

All manuscripts received will be examined by the Editorial Board of *Cultura\_Ciencia\_Deporte (CCD)*. If the manuscript adequately fulfills the conditions defined by the Editorial Board, it will be sent on for the anonymous peer review process by at least two external reviewers, who are members of the Advisory Committee. The manuscripts rejected in this first evaluation will be returned to the author with an explanation of the motives for which the paper was not admitted or, in some cases, with a recommendation to send the manuscript to a different journal that would be more related to the subject matter. Likewise, the authors of those manuscripts that having passed this first filtering process may be subsequently required to alter any corrections needed in their manuscript as quickly as possible. Throughout this process, the manuscript will continue to be in possession of the journal, though the author may request that his/her paper be returned if so desired. The acceptance of an article for publication in the *Cultura\_Ciencia\_Deporte (CCD)* implies the author's transfer of copyright to the editor, to allow the paper to be reproduced or published in part or the entire article without the written authorization of the editor. Within four months the outcomes from any paper submitted will be communicated to the author.

### Submission

Manuscripts must be submitted via <http://ccd.ucam.edu/index.php/revista/login>. In the following link, you can find the help manual for authors in the submission process ([http://ccd.ucam.edu/documentos/manual\\_info\\_autores-english.pdf](http://ccd.ucam.edu/documentos/manual_info_autores-english.pdf)). Everything should be typed on paper size DIN A4 and preferably in Times or Times New Roman, 12 points, with single space (including references) and not exceeding 57 lines per page. Margins should be typed at 1 inch (2.54 cm) on the four sides of each page and text must be justified (alignment to left and right). The paper should not exceed 7000 words including figures and tables. The pages must be numbered consecutively with numbers in the lower right hand corner. Paragraphs should not be separated.

- On the first page of the article, the following elements should be presented: title in Spanish and English (both in lowercase), and an abstract of the work in Spanish and English, plus the key words in Spanish and English, in this order, or the opposite if the item is in English. A full stop should not be included at the end of the title.
- The full text of the article should begin on the third page, separate to the abstracts with a clear indication of the paragraphs or sections and with a clear hierarchy of possible sub-paragraphs.
- The first level should be in bold, without tabulating and lowercase.
- The second should be in italics without tabulating and lowercase.
- The third should be in italics, with tabulation and lowercase.

## Type of papers that can be submitted for evaluation in CCD

### 1. *Original research*

These are articles that account for an empirical study set in original parts that reflect the steps taken in the investigation.

*Title.* 10 – 12 words are recommended. Since it will be shown on the index information, the title should be informative itself and call the attention of potential readers. The title must be concise and avoid being over long.

#### *Abstract*

- a) Should reflect the content and purpose of the manuscript.
- b) If the paper is reproducing another author's work, it should be acknowledged.
- c) The length should not exceed 1200 characters (including spaces), which is equivalent to about 150-250 words.
- d) The abstract should include: the problem, if possible in one sentence. Participants, identifying the main variables (number, age, gender, etc.), methodology (design, equipment, procedure data collection, full names of tests, etc.). Results (including levels of statistical significance), conclusions and implications or applications.
- e) Key words: 4 or 5 words that reflect the specific content of the work (in italics and not included in the title). Only the first word is written with a capital letter. Words should be separated with commas, and a full stop at the end of a sentence.

#### *Introduction.*

- State the problem of the investigation and the aim and hypothesis of the work.
- The research problem should be substantiated theoretically, describing the experimental approach to the problem. In the last paragraph, the aim of the work should be established clearly.
- Use italics to show relevant information. Underline, bold or capital letters are not allowed. The use of abbreviations should be as minimum as possible. See the International System of Units for general style guidelines International System of Units.

#### *Method.* Description of the methodology used in the research process.

This section should be detailed enough to allow the reader to understand all aspects regarding what and how the research has been developed. Well known techniques used within the study should be abbreviated. Information about the participants must be displayed to describe their basic characteristics and criteria used for the distribution of participants in any group. The experiment must be reproducible by others and methods, devices, procedures and variables must be detailed. Methods used by other authors should include a reference. All statistical procedures must be described. Numbers lower than ten should be in the form of text, if the numbers are equal to or greater than ten, they should be expressed numerically. The method is usually divided into subsections:

- *Participants.* The sample's characteristics (number, sex, age and other relevant characteristics in each case) and selection process. Studies involving humans or animals must cite the ethical committee that approved the study.
- *Instruments.* Specify technical characteristics.
- *Procedure.* Summarize each step carried out in the research: instructions to the participants, groups, and specific experimental manipulations. If the study involves more than one experiment, describe the method and results of each of them separately. Numbered, Study 1, Study 2, etc.

*Results.* The results must be presented as accurately as possible. The discussion should be minimal and reserved for the Discussion section. The results may be presented as text, tables or figures. Tables are to be used as a summary of words or numbers arranged in rows or lines. Do not include the same information in the text as used in the tables or figures. Figures and Tables will be introduced in the text where appropriate, with their corresponding numbers (using a legend for the figures at the bottom and



a legend for the tables at the top). Use the minimum number of figures and tables as possible and keep them simple without vertical lines (e.g., Table 1 and Table 2). The font size in the tables may vary depending on the amount of data that is included, and can be illustrated up to 8 cpi as a maximum.

To report statistical data, abbreviations should be in italics, as well as when using the p-value (which should always be in lowercase). For example: *p*, *F*, *gl*, *SD*, *SEM*, *SRD*, *ICC*, *ICC*. It is necessary to include a space before and after the equal sign (=). A space must be included also between the number and the unit of measure (not 7Kg but 7 Kg), conversely the space between the number and the percentage sign should not be included (7% and 7% do not).

Table 1. Example Table 1 to include articles sent to CCD.

	P5	POT	SDT	SDS	SDI	EQG	SDT	ENF	CA	EH	ES	Esuc	F	MT	ED
MT	9,1	21,2	9,1	6,1	92,0	63,6	9,0	33,3	3,0	30,3	15,5	12,1	0,0	82,1	35,5
ED	33,3	13,3	16,7	6,7	23,0	70,0	16,6	26,7	21,1	63,3	0,0	30	10,0	13,3	96,0

Note: P5=Write the meaning of abbreviations.

Table 2. Example Table 2 to include articles sent to CCD.

Name 1	Item 1. Explanation of the characteristics of the item 1 Item 2. Explanation of the characteristics of the item 2 Item 3. Explanation of the characteristics of the item 3
Name 2	Item 1. Explanation of the characteristics of the item 1 Item 2. Explanation of the characteristics of the item 2 Item 3. Explanation of the characteristics of the item 3

*Discussion.* The discussion is an interpretation of the results and their implications. This section should relate the results of the study to theory, and or, previous research with references and discuss the significance of what has been achieved. A general review of the problem must not be included. The discussion will be focused on the most important results of the study and avoid repeating the results shown in the previous paragraph. Avoid controversy, triviality and comparisons theoretical surface. Speculation is appropriate if it appears as such and is closely related to the theory and empirical data. Identify theoretical and practical implications of the study. Suggest improvements in the investigation or further investigation, but briefly.

*Conclusions.* Summarize the most important findings of the work for future research. In some cases, findings may be included as a subsection of the discussion. Only conclusions supported by the results of the study and discussion must be presented. The significance of the work, its limitations and advantages, the application of results and future lines of investigation should be presented.

### References

#### Through the text.

- The literal references will be made in the text, after being reference in parentheses, the author's last name (lowercase), coma, the year of the cited work, coma and page where the text: (Sanchez, 1995, 143).
- If you want to make a generic reference in the text, i.e. without specifying the page of the book or article, it should be cited as follows: the author's name in lowercase, comma and year of publication in parentheses: (Ferro, 1995).
- References cited in the text should appear in the reference list.
- The references included in the same parentheses should be in alphabetical order.
- Whenever the reference is included in parentheses: the "&" will be used. When the reference is not included in parentheses, "and" should always will be used. The references of two authors are linked by "and" or "&", and references from various authors end up in a coma plus "and" or "&". For example: Fernandez and Ruiz (2008) or Moreno, Ferro, and Diaz (2007).

- References of more than two authors should be complete when it is first mentioned, while in subsequent citations only the first author should appear followed by "et al." For example: Fernandez et al. (2007).
- When citing two authors with the same name, the initials of the relevant names must precede them.
- When the same author published two or more pieces of work in the same year, their work should add in the lowercase letters a, b, c. For example: Ferro (1994a, 1994b).

#### *At the end of the manuscript – References list*

Authors are listed in alphabetical order, independently of the number. When various authors are listed, the alphabetical order should be determined in each work by the first author, then the second, then the third successively.

References should use the DOI (Digital Object Identifier) in the bibliographic citations of articles and electronic publications:

Ruiz-Juan, F., Zarauz, A., & Flores-Allende, G. (2016). Dependence to training and competition in route runners. *Cultura\_Ciencia\_Deporte*, 11(32), 149-155. doi:10.12800/ccd.v11i32.714

References of various authors will be separated by a comma and "&". Some examples as follows:

Author, A. A.; Author, B. B., & Author, C. C. (1998). Title. *Journal*, xx(x), xxx-xxx.

Author, A. A. (1998). *Title*. City: Publisher.

Author, A. A., & Author, B. B. (1994). Title. In A. Editor, B. Editor, & C. Editor. (Eds.), *Book title* (pp. xxx-xxx). City: Publisher.

Author, A. A.; Author, B. B., & Author, C. C. (in press). Title. *Journal*.

Author, A. A.; Author, B. B., & Author, C. C. (2000). Title. *Journal*, xx(x), xxx-xxx. Taking month, day and year when the electronic address was consulted.

In addition, for correct referencing:

- If there are two authors, add a comma before "&".
- After a ":" (colon) a capital letter should be used.
- Just type the uppercase for the first letter of the first word of the title for a Book reference. However, titles of journal references are capitalized, using the first letter of each key word.

#### *Acknowledgments.*

Acknowledgements must be placed in the space set out for this purpose.

#### *2. Review articles*

Historical review articles should use the following sections as a reference: Introduction, Background, Current state of subject, Conclusions, Practical applications, Future lines of research, Acknowledgments, References, and Tables/Figures. Reviews on the status of an issue should be systematic and have the same sections and style from *original research*.

#### *3. Essays*

This section of *Cultura\_Ciencia\_Deporte* (CCD) is dedicated to critiques and constructive evaluations of any current subject matter in the knowledge area encompassed by the journal. It aims to be a dynamic section, current, and to the style of the editorial as well as taking on the philosophy of the journal. It does not need to follow the pattern of original research but must use the same format.

#### *4. Letters to the editor*

The intent of the *Cultura\_Ciencia\_Deporte (CCD)* is to provide the opportunity for opinion and discussion in the community of Physical Activity and Sport Sciences. In this section, letters that are directed to the Editor In-Chief of the journal that critique articles that were published in previous issues of the journal, will be published. The document will also be forwarded to the author of the article so that they can likewise respond to the letter. Both will be published in the same issue. The length of the letters may not exceed two pages, including references, and the norms are the same as those mentioned in the submission section. Each letter to the editor should include a summary of 100 words or less at the beginning. The Editorial Board reserves the right to not publish any letters that are offensive or that do not focus on the article's subject matter. Authors will be notified of this decision.

#### *Treatment of personal data*

In virtue of what was established in article 17 of the Royal Decree 994/1999, in which the Regulation for Security Measures Pertaining to Automated Files That Contain Personal Data was approved, as well as the Constitutional Law 15/1999 for Personal Data Protection, the editorial committee of *Cultura\_Ciencia\_Deporte (CCD)* guarantees adequate treatment of personal data.

Murcia, April 2nd 2013