

**Research Article**

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**Contents:** INTRODUCTION. 2. TITLE OF PARAGRAPH TWO. 2.1. 2.1. Title of paragraph two point one. 2.2. 2.2. Title of subsection two point two. 3. 3.TITLE OF SECTION THREE. 3.1. Title of subsection three, point one. 4. 4. CONCLUSIONS AND PROPOSALS. 5. BIBLIOGRAPHICAL REFERENCES.

**Abstract:** This segment should provide a concise summary of the main content of the scientific article. The readers' decision to continue reading the text depends on the information presented in this summary. Therefore, it should provide s ufficient details about the objectives of the study, the methodology used, the most significant results and the conclusions. Many authors encounter difficulties in writing the abstract due to the word restriction imposed by academic publications, which in our case is 250 words. This segment should provide a concise summary of the main content of the scientific article. The readers' decision to continue reading the text depends on the information presented in this summary. Therefore, it should provide sufficient details about the objectives of the study, the methodology used, the most significant results and the conclusions. Many authors encounter difficulties in writing the abstract due to the word restriction imposed by academic publications, which in our case is 250 words.

**Resumen:** Este segmento ha de proporcionar la traducción del abstract al español. La decisión de los lectores de seguir leyendo el texto depende de la información presentada en este resumen. Por lo tanto, este debe proporcionar suficientes detalles sobre los objetivos del estudio, la metodología utilizada, los resultados más significativos y las conclusiones. Muchos autores encuentran dificultades en la redacción del resumen debido a la restricción de palabras impuesta por las publicaciones académicas, que en nuestro caso es de 250 palabras. Este segmento ha de proporcionar un resumen conciso del contenido principal del artículo científico. La decisión de los lectores de seguir leyendo el texto depende de la información presentada en este resumen. Por lo tanto, este debe proporcionar suficientes detalles sobre los objetivos del estudio, la metodología utilizada, los resultados más significativos y las conclusiones. Muchos autores encuentran dificultades en la redacción del resumen debido a la restricción de palabras impuesta por las publicaciones académicas, que en nuestro caso es de 250 palabras.

**Keywords:** Terms or short phrases (maximum 5) separated by commas, which represent the essential content of the work. These are a crucial tool to help indexers and search engines find relevant articles.

**Palabras clave:** Términos o frases cortas (máximo 5) separadas por comas, que representan el contenido esencial del trabajo. Estas son una herramienta crucial para ayudar a los indexadores y motores de búsqueda a encontrar artículos relevantes.

**ABBREVIATIONS**

*(Abbreviations in a scientific paper are reduced words that represent other complex words or sets of words by eliminating certain letters. These may include abbreviations, shortenings, acronyms, and acronyms.*

*In a scientific paper, abbreviations are used to improve writing and avoid repetition of long or complex terms.*

*When using an abbreviation or acronym in the paper to refer to a particular word or phrase, first write the complete phrase and then write in parentheses the abbreviation that will be used throughout the paper to refer to that phrase. For example, if you are going to refer to "Customer Relationship Management" several times, you could write "Customer Relationship Management (CRM)" the first time it is mentioned, and then use "CRM" throughout the rest of the text.*

*It is important to remember that not all readers of the paper will be familiar with technical abbreviations, so their proper use can improve the readability of the paper).*

*Follow the format of the example:*

Art.: Article

BOE: Official State Gazette

PC: Penal Code

DGT: Dirección General de Tráfico

Info: Information

NASA: National Aeronautics and Space Administration

NATO: North Atlantic Treaty Organization

RDL: Royal Legislative Decree

UNESCO: United Nations Educational, Scientific and Cultural Organization

1. INTRODUCTION

This segment must contain the arguments that justify the study and allow understanding the purpose of the research. It includes the main bibliographical references that support the hypothesis, which must be pertinent, conclusive in the information they provide and published in high quality media (such as academic and scientific journals, research books, among others). Generally, the introduction outlines the problem and its scope, and concludes with the presentation of the general and specific objectives. These objectives should be simple and clear, avoiding broad and ambiguous goals (Carrillo García, 2019).

Times New Roman 12. Indent 1st line 1.25 cm. Single spacing. The use of bold and underlined words in the body of the text should be avoided. *Italics* should be used for titles of books and other sources or for the inclusion in the text of words or expressions in *a language* other than that of the article.

They will be titled, according to the level of hierarchy:

1. First level: in bold capital letters.

2. Second level: in round capitals.

3. Third level: lowercase and bold.

4. Fourth level: lowercase and italics.

2. TITLE OF PARAGRAPH TWO

Times New Roman 12. Indent 1st line 1.25 cm. Single spacing. The use of bold and underlined words in the body of the text should be avoided. *Italics* should be used for titles of books and other sources or for the inclusion in the text of words or expressions in *a language* other than that of the article.

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2.1.1. Third level diploma

[...]

2.1.1.1. Fourth level title

The APA 7th edition will be used for CITATIONS. Some examples are given below:

a) In-text citations: According to the type of citation:

- Textual citation: author's last name, year of publication and page.

Examples: (Kaplan and Szapu, 2019, p. 111).

Kaplan and Szapu (2019), "It appears to be [...]escape" (p. 111).

- Paraphrasing: author's last name and year of publication.

Examples: (Garcia, 2014) or "according to Garcia (2014) the conditions..."

The notes[[1]](#footnote-1) will be the essential ones and will be placed at the bottom of the page in numbered form.

ORGANIZATIONS AND ACRONYMS. Whenever possible, the acronym should be used in the language of the original text (if it is a text in Spanish, for example, NATO should be used, not NATO; UNO and not UNO). The first time an acronym is used in a text, the translation or equivalence should be written first, if possible, and then, in parentheses, the name in the original language and the acronym, separated by a comma, and then only the acronym may be used.

Example: Central Intelligence Agency (CIA).

Any doubts about citation should be clarified by referring directly to the APA 7th edition.

### TABLES AND FIGURES. Tables show numerical values or textual information and are characterized by a structure with rows and columns. All visual elements other than tables are considered figures (illustrations, infographics, photographs, line or bar charts, flow charts, drawings, maps, etc.). Tables and figures have the same general configuration. The first point to consider when inserting a table or figure in an academic paper is to reflect on its value: Does it substantially help the understanding of the paper or results, or does it duplicate other elements of the paper? If it helps, we should include it in the paper, otherwise, there is no need.

It is the author's responsibility to investigate what type of authorization is required from the copyright holder for the adaptation or reprinting of tables or figures from the manuscript.

It is advisable not to use three-dimensional bar or pie charts, as they are more difficult to read. Likewise, when there are too many factors to analyze, it would be more convenient to use a table, since the tonality of the graph would not allow distinguishing the differences in a significant way. When using grayscale or shades in this type of illustration, they should be sufficiently different to allow distinction. If a table is longer than a page, use the table function of your word processing program so that the header row is repeated on the second and subsequent pages.

Tables in APA style have the following basic components:

* Table number: (e.g., Table 1) is the first thing that appears. Use **bold type**. They are numbered in the order in which they are mentioned.
* Title: on one line, double-spaced and below the table number. Use a brief but descriptive title. Use *italics*.
* Heading: All tables must include column headings with the text centered.
* Body: can be single, 1.5 or double spaced. Text centered in all table cells.
* Note: This is not a mandatory item, so include table notes only if it is absolutely necessary to describe the contents of the table that cannot be understood by the title alone or by the data itself. If you use abbreviations in the table, you can specify them in the notes, you can also use it for copyright attribution. Extra explanations with asterisks.

Keep the following in mind when developing the tables in your brief:

1. Limit the use of borders or lines in a table to those necessary for clear reading. Do not use vertical borders to separate data, and do not use borders around each cell in a table.
2. Use double spacing in the table number, title and notes.

Example:

Table 1

*Average number of correct answers of children with and without previous training.*

|  |  |  |
| --- | --- | --- |
| **Grade​** | **Girls​** | **Children​** |
| With​ | No​ | With​ | No​ |
| First group​ |
| 3​ | 280a​ | 240b​ | 281​ | 232​ |
| 4​ | 297​ | 251​ | 290​ | 264​ |
| 5​ | 301​ | 260​ | 306​ | 221​ |
| Total​ | 878​ | 751​ | 877​ | 717​ |
| Second group​ |
| 3​ | 201​ | 189​ | 210​ | 199​ |
| 4​ | 214​ | 194​ | 236​ | 210​ |
| 5​ | 221​ | 216​ | 239​ | 213​ |
| Total​ | 636​ | 599​ | 685\*​ | 622​ |

*Note:* This table demonstrates the structure and presentation of a table. General notes contain key information about the general content of the table, including clarifications about definitions or abbreviations, as well as about copyrights such as source or adapted from. They are not mandatory, use them only if necessary.

aSpecific notes may be added below a general note.

bSeveral specific notes may be added if necessary.

\* Statistical notes are added at the end, several subsequent ones may be added if necessary.

Components of a figure:

* Figure number: (e.g. Figure 1) is the first item to be added. **Bold type** should be used. Number the figures in the order they appear in your document.
* Title: The title of the figure should appear one line below the figure number. Give each figure a brief but descriptive title. Use *italics* in the title.
* Image: insert graphic, photograph, drawing or other illustration.
* Legend: A figure legend should be placed inside the figure borders and can be used to explain the symbols used in the figure image.

Example:

****

BIBLIOGRAPHIC REFERENCES

This section shows the complete information of the sources cited in the text: books, journal articles, book chapters, reports, documentaries, online publications, among others. The presentation of the references does not allow flexibility, since they must comply and adapt to the format of the APA standard.

NOTE: In the bibliographic references of a scientific article, there are certain elements that should NOT be included:

* General mentions of complete web pages or periodicals: They do not require in-text citations or entries in the reference list because the use is extensive and the source is familiar.
* Personal communications such as e-mails, phone calls or text messages: These are cited only in the text, not in the reference list, because readers cannot retrieve personal communications.
* Sentences or messages from eventual interviewees in the research: They can be presented and discussed in the text, but they do not need citations or entries in the reference list. In this case, a citation and reference is not necessary because the sentences are part of your original research.
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* Remember that every source you cite in the document must appear in its reference list; therefore, every entry in the reference list must have been cited in your text. If not, you must add the entry in the bibliography.
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Each entry in your reference list should be French indented one-half inch (1.27 cm) from the left margin.

* Book:

Herrera Cáceres, C. and Rosillo Peña, M. (2019). *Comfort and energy efficiency in building design*. Universidad del Valle.

* Magazine article:

Castañeda Naranjo, L. A. and Palacios Neri, J. (2015). Nanotechnology: source of new paradigms. *Nano World. Interdisciplinary Journal in Nanosciences and Nanotechnology, 7*(12), pp. 45-49.

 <https://doi.org/10.22201/ceiich.24485691e.2014.12.49710>

* Book Chapter:

Luna Romero, A., (2023) "Mujer trabajadora en la Unión Europea", in VVAA, Aspectos *esenciales del Derecho del Trabajo*, Tirant lo Blanch, Valencia, pp. 234-289.

* Newspaper article:

Carreño, L. (February 9, 2020). La disputa gremial por los aranceles a las prendas de vestir. *El Espectador.* https://www.elespectador.com/economia/la-disputa-gremial-por-los-aranceles-las-prendas-de-vestir-articulo-903768

* Theses or dissertations:

Martínez Ribón, J. G. T. (2011). *Methodology proposal for the implementation of the Lean philosophy (lean construction) in construction projects* [Master's Thesis, Universidad Nacional de Colombia]. <http://bdigital.unal.edu.co/10578/>

More information and examples: [https:](https://normas-apa.org/referencias/)//normas-apa.org/referencias/

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