BRAZILIAN JOURNAL OF SPORTS SCIENCE -
GUIDE FOR AUTHORS

SUMMARY
1. INTRODUCTION ............................................................2
  1.1 End User License ....................................................2
  1.2 Review Articles .....................................................3
  2. LANGUAGE OF THE ARTICLES ........................................3
  2.1 Original Articles ...................................................3
  2.2 Review Articles .....................................................3

3. TYPES OF ARTICLES ....................................................3
  3.1 Original Articles ...................................................3
  3.2 Review Articles .....................................................3

4. SUBMISSION PROCESS ................................................5
  4.1 Authors' term of agreement ......................................5
  4.2 Cover Sheet ..........................................................5
  4.3 Article ...............................................................6
  4.4 Ethics Committee ...................................................7
  4.5 Tables and Charts ..................................................7
  4.6 Images, Photographs, Illustrations .............................8
  4.7 Video data ............................................................9
  4.8 Other research data ................................................9
  5. EDITORIAL FLOW ....................................................9
    5.1 Accepted articles ................................................11
    5.2 Changes in authorship ..........................................11
    6 - USEFUL INFORMATION ..........................................12

1. INTRODUCTION
The Brazilian Journal of Sports Sciences (Revista Brasileira de Ciências do Esporte [RBCE], eISSN 2179-3255) is a quarterly publication of the Brazilian College of Sports Sciences (Colégio Brasileiro de Ciências do Esporte [CBCE]), currently edited and maintained by the Postgraduate Program in Physical Education of the University of Brasilia (UnB) in partnership with Elsevier.

Each edition presents original investigations on current and relevant topics, grounded on solid theoretical reflection and/or rigorous empirical research. Moreover, RBCE publishes comprehensive reviews on current topics in Physical Education/Sport Sciences, which reflect the significant theoretical, methodological, disciplinary, interdisciplinary, and geographical diversity of this field.

RBCE follows editorial practices that encourage ethical recommendations in research, such as the Good practices for strengthening ethics in scientific publications (SCIELO). For any questions or concerns, please refer to the following information pages: Publishing Ethics and Ethical guidelines for journal publication.

1.1 End User License
RBCE is an open access journal; all articles can be accessed and downloaded by anyone, free of any fees or charges. It uses a Creative Commons Attribution-NonCommercial-NoDerivs license (CC BY-NC-ND) for non-commercial purposes, which allows others to distribute and copy the article, and to include in a collective work, provided the author(s) are declared according to the models below (items A and B).

RBCE is subsidized by CBCE, which funds most of the journal's costs. However, for the publication of their articles, authors must pay a fee or join the CBCE in order to share these costs with the entity. Editors and reviewers do not have access to the authors' payment data; therefore, articles are accepted based exclusively on their scientific quality, notoriety, and relevance.

2. LANGUAGE OF THE ARTICLES
Articles in the Biodynamics sub-area must be submitted in English. Articles in the Sociocultural and Education sub-areas can be submitted in Portuguese, English, or Spanish.

3. TYPES OF ARTICLES
3.1 Original Articles
Original, theoretical (essay), and/or empirical research work on relevant and unprecedented subjects, preferably presenting the following elements or fundamental variations, according to the results of the exposition and the investigation of the object: introduction, material and methods, results and discussion, conclusion, and references. The maximum size of articles in the Biodynamics sub-area is 25,000 characters (counting spaces and all textual elements). The number of characters includes all elements in the text, including tables. Titles, abstracts, keywords, footnotes, bibliographical references, and titles and sources of tables and illustrations are considered as textual elements. It is important to note that, even after the editorial review process, the article must remain within the maximum character limit according to the sub-area.

3.2 Review Articles
Articles that aim to summarize and/or evaluate scientific works already published, establishing temporal, thematic, disciplinary, and/or geographic profiles to analyze the literature consulted. Review articles will only be submitted through an induced demand. In other words, the Editorial Board will invite authors to publish in this section, encouraging the evaluation of the state of the art in different areas, themes, questions, and research techniques that make up the physical education/sports sciences. Experienced and/or renowned researchers interested in submitting review articles may submit their proposals to be reviewed by the editorial board. The maximum size of articles in the Biodynamics sub-area is 25,000 characters (counting spaces and all textual elements). The maximum size of articles in the Sociocultural and Educational sub-areas is 35,000 characters (counting spaces and all textual elements). In this sense, articles unduly directed to this section will be automatically archived.

4. SUBMISSION PROCESS
Articles must be submitted through the following link: <http://ees.elsevier.com/rbce>. The article must not have been published previously (except in the form of abstracts, part of academic works such as dissertations and theses, or in the form of electronic preprints2), and must not be under consideration by another journal. All submitted articles undergo a similarity check using CrossCheck. The following files comprise the submission: Authors' term of agreement (4.1), Cover Sheet (4.2), Article (4.3), Ethics Committee statement (4.4), if applicable; Individual files for tables and charts (4.5), figures (4.6), and videos (4.7). A video tutorial on how to submit articles in the Evise system can be accessed clicking here.

4.1 - Authors' term of agreement
It is a letter that must be signed by all authors, authorizing the publication of the article and stating that it is unpublished and that it was not/is not being considered for publication by another journal. RBCE advises that only those who have actually participated in the central stages of the research should be listed as authors; for example, it is not enough to have revised the text or simply collected the data. All those listed as authors at the time of submission of the article to RBCE automatically declare responsibility according to the models below (items A and B).

1 Click here to learn more about the Creative Commons license.

2 For more information, access Elsevier's policies on preprints and Elsevier's policies for authors.
These items should be grouped into a letter (copy both items and paste into a single PDF file), which should be uploaded into the system at the time of submission.

A) Declaration of Responsibility: "I certify that I participated sufficiently in the work to publicly accept responsibility for its content. I certify that the article is an original work and that neither this article, in part or in full, nor other work with substantially similar content of my own, has been published or is being considered for publication in another journal, whether in print or in electronic form. I certify that, if requested, I will provide or cooperate fully in obtaining and providing the data on which the article is based for the editors’ examination."

B) Copyright Transfer: "I declare that, if the article is accepted by the Brazilian Journal of Sports Sciences (RBCE), I agree that its copyrights shall become the exclusive property of the Brazilian College of Sports Sciences (CBCE), being forbidden any reproduction, total or partial, in any other part or means of disclosure, printed or electronic, without prior and necessary formal written permission and financial support, and organizing the correct references to the CBCE and the credits to RBCE shall be stated."

4.1.1 - Supplementary Information: In articles with four or more authors, the individual responsibilities of all authors in the preparation of the work must be specified in the letter, according to the following model: “Author X was responsible for …; Author Y was responsible for …; Author Z was responsible for …, etc.”

4.2 - Cover Sheet
This document should only contain:

4.2.1. Title of the work;
4.2.2. Complete identification of all authors, containing:
• Email;
• Last academic degree;
• Institutional affiliation (Department or Postgraduate Program, Center or Sector, Education or Research Institution);
• The affiliations must be presented in decreasing hierarchical order (e.g., University of São Paulo, School of Medicine, Department of Pediatrics) and in the original language of the institution, or in English if the original language does not use the Latin alphabet (e.g., Johns Hopkins University, Universidade de São Paulo, Université Paris-Sorbonne).
• City, state, and country;
• ORCID of all authors; The ORCID ID must be inserted in all authors’ affiliations containing: ‘ORCID’ field.

4.2.3 - Financial support: It is mandatory to inform, as a footnote, any and all financial assistance received for the preparation of the study, including grants, mentioning development agency, edit, and process number. This information will be published in a specific field. If the work has not received financial support, the following information must be added: "The present work did not receive financial support of any nature for its realization.

4.2.4 - Conflicts of interest: It is mandatory to declare the existence or absence of conflicts of interest, as a footnote. This information will be published in a specific field. In the absence of conflicts of interest, add the following information: “The authors declare to have no conflicts of interest.”

4.2.5 - Acknowledgments: if present, they must be presented as a footnote.

4.3 - Article
The article should be submitted in a complete file containing the text to be evaluated, in .doc or .docx format (editable Microsoft Office Word files), 2.5 cm margins, A4 size. Furthermore, the file name should not contain the identification of the author(s).

The article must have the following information: Title, Abstract, and Keywords, following the order below:

4.3.1 - Brief and concise title, in bold, left-aligned and lower-case (initials and proper nouns in upper case);
4.3.2 - Abstract with a maximum of 790 characters, including spaces;
4.3.3 - Keywords: four terms separated by a semicolon. Each term should be in a new line and with only the initial letters in upper case. It is recommended to use the Health Sciences Descriptors (DeCS, <http://decs.bvs.br>).

The aforementioned information should be presented in the language in which the article will be submitted (Portuguese, English, or Spanish). Subsequently, the same information should be included, with the same formatting, translated into the other languages (Portuguese, English, and Spanish). It is important to note that each abstract should respect the maximum limit of 790 characters (Portuguese, English, and Spanish).

4.3.4 - Body text: Times New Roman font, size 12, line spacing 1.5;
Citations with more than three lines, footnotes, captions and sources of illustrations, figures and tables, should be in size 11, single spacing. Section captions should be typed in upper case and left-aligned (not bold). Footnotes should be only explanatory, and they must be avoided to the maximum. The notes contained in the article must be indicated in Arabic numerals and in sequence, immediately after the sentence to which it refers. These notes should appear in the footer of the corresponding page. Note: Do not insert complete references in the notes, simply list the reference in the same way as the text.

4.3.5 - References: They should be updated containing, preferably, the most relevant papers on the topic published in the last five years. It must feature only works mentioned in the text. They must be presented in the “Vancover Style”<sup>33</sup> (AuthorDate). Citations in the text should refer to: 1. Single author: author’s surname (without initials, unless there is ambiguity) and year of publication; 2. Two authors: both authors’ surnames and year of publication; 3. Three or more authors: surname of first author followed by the expression “et al.” and year of publication. When available, the use of DOI is suggested. The list of references should be presented in alphabetical order.

4.4 - Ethics Committee
Ethical research criteria must be followed, within the terms of Resolution 466/2012 of the National Health Council, when involving experiments with human beings, and the Ethical Principles in Animal Experimentation of the Brazilian Society of Science in Laboratory Animals (Sociedade Brasileira de Ciência em Animais de Laboratório [COBEA]), when involving animals. Authors must submit, as a Supplementary Document, together with the articles in the situations that fall into these cases, the opinion of a recognized Ethics Committee or a statement that the procedures used in the research are in accordance with the ethical principles that guide the aforementioned resolutions.

4.5 - Tables and Charts
Whenever appropriate, they should be numbered in order of appearance in the text with Arabic numerals. In the body of the article, there must be a title (before the table or chart), an explanatory caption (after the table or chart), and the sources that correspond to them. Tables and charts shall be inserted in the body of the text; furthermore, they should also be sent separately from the main text of the article as individual files, named according to the order in which they are inserted in the text (e.g., Chart 1, Table 1, Chart 2, Table 2, etc.); the individual files must be submitted in editable text format (.doc or .docx). Margins and vertical lines should be avoided in the tables. Captions and sources must be formatted in Times New Roman, size 11.

4.6 - Images, Photographs, and Illustrations
If the article contains figures (images, graphics, tables, and photos, among others) or any other reproduction (photos, lyrics, and poems), and the author does not own the copyright, it is necessary to send a declaration authorizing the use of each image or document (in writing and authenticated), and declaring that the material to be reproduced in the article has had its use authorized for that purpose (said declaration must include the title of the article). Any payment for said authorization must be made by the authors.

<sup>33</sup> For the reference style and use of the author-date system, please refer to: http://www.focruz.br/br/arquivo/media/conferencias/lacieanotagualdoEstilo/vancouver_2008.pdf

Further instructions can be found at: http://www.bu.ufsc.br/ccsm/vancouver.html

If the Mendeley desktop software is used for drafting the text, RBCE’s reference style, available at <http://www.potros.org/styles/revista-brasileira-de-ciencias-do-esporte>, can be easily installed.
• **Image manipulation**

While it is accepted that authors sometimes need to manipulate images for clarity, manipulation for deception or fraud will be regarded as scientific ethical abuse and will be addressed accordingly. For graphic images, RBCE applies the following directive: no specific feature within an image can be enhanced, obscured, moved, removed, or introduced. Brightness, contrast, or color balance adjustments are acceptable, as long as they do not obscure or eliminate any information present in the original. Non-linear adjustments (for example, changes in gamma settings) should be disclosed in the caption.

• Use uniform lettering and sizing of the original artwork;

• Preferred fonts: Arial (or Helvetica), Times New Roman;

• Number the illustrations according to their sequence in the text;

• Use a logical naming for image files;

• Individual figure files larger than 10 MB must be submitted as separate source files. A detailed guide to electronic artwork is available.

• Regardless of the software used in the creation/configuration of the image, art, illustration, or any graphic elements, all must be sent in .tiff format, with a minimum resolution of 300 dpi. Images outside of this proportion and/or with low resolution should not be submitted.

• Pictures, figures, illustrations, and graphics should include captions and titles containing a brief description and source, formatted as Times New Roman, size 11.

4.7 - **Video data**

Authors who wish to submit video or animation files with their article may include links to these materials within the body of the article. This can be done in the same way as a picture or table, referring to the video or animation content and indicating in the body of the text the link to access. All uploaded files must be properly labeled, so that they can be directly related to the contents of the video file. In order to ensure that the video or animation material is directly usable, it must be submitted in the recommended file formats with a maximum size of 150 MB. The provided video and animation files will be published online in the electronic version of the article in Elsevier Web Products. For detailed instructions, visit Elsevier’s video instruction pages.

4.8 - **Other research data**

If the authors are interested, they can send other data that support their research (files, documents, reports, protocols, software, codes, algorithms, databases, and other materials related to the article), allowing a connection between the data and the article. For more information access the research data sharing page, database linking page, and the tutorial for the data sharing process within the Evise system.

5. **EDITORIAL FLOW**

Articles that meet the instructions to the authors will be submitted to the Editorial Committee or ad hoc reviewers. RBCE adopts a peer-review policy, ensuring the quality of the evaluation through a specialized body of experts, and a double-blinded system, ensuring the anonymity and integrity of the evaluation, as the reviewers do not have access to the identity of the authors. Authors may suggest reviewers to evaluate their study, and as well as those they would prefer not to. It is up to the editorial team to accept the suggestion or not. The Associate Editors assess the merits of the study and refer them to the reviewers. Accepted articles, or those accepted with an indication of reformulation, may return to authors for approval of any changes in the publishing process. The following is an outline of RBCE editorial flow, presenting the main processes that involve the work of the Editorial Team.

5.1 - **Accepted articles**

The author responsible for the submission will be notified of the editorial decision, and will receive instructions for payment of the publication fee. After approval, articles are published in the RBCE after the association of the author(s) to the CBCE or payment of the publication fee. The publication fee is currently US$ 250.00, to be paid upon entry of the article in the publishing phase, after approval. When the authors are associated with the CBCE, they are exempt of any fee.4

A version of the approved article in production (PDF) will be emailed to the corresponding author, or a link will be provided in the email so that the authors can download the files themselves and make any comments for adjustments and corrections in the version for publication. Instructions on how to annotate PDF files will accompany the proofs (and will also be provided online). If the authors do not want to use the PDF annotations function, they can list the corrections (including the answers to the query form) and return them to Elsevier in the received e-mail indicating the corrections, mentioning the line number. This approval version is only intended to check composition, editing, completeness, and correction of text, tables, and numbers. Significant changes in the article accepted for publication will only be considered at this stage with the publisher’s permission.

5.2 - **Changes in authorship**

Any addition, deletion, or rearrangement of author names in the authorship list must be made prior to acceptance of the article, and only if approved by RBCE’s Chief Editor. To request such a change, the corresponding author must send an email to RBCE (rbceonline@gmail.com) including:

a) Letter explaining the reason for the change in the author’s list;

b) Written confirmation from all authors, stating that they agree with the addition, removal, or rearrangement. In case of adding or removing authors, this includes the confirmation of the author being added or removed. Only in exceptional circumstances will the Editor consider adding, deleting, or rearranging authors after the article has been accepted. While the Editor considers the request, the publication of the article will be suspended. If the article has already been published in an online edition, any requests approved by the Editor will result in a rectification.

---

4 In articles with more than one author, the exemption is valid only if all authors are members of the CBCE and their annuity payments are up to date.
6 - USEFUL INFORMATION
For any doubts and clarifications about the RBCE article submission process using the Evise system, please visit the following links or contact this telephone number:
• (61) 3107-2542
• RBCE e-mail: rbceonline@gmail.com
• Problems with sending or reviewing articles:
  https://service.elsevier.com/app/home/supporthub/publishing/
  • Video tutorial on the system:
  https://www.youtube.com/watch?v=0yhpNqoDYGM&list=PLm8fq_nLK7z-Fk5L9ePkwxevg4d_apwP