

Instructions for writing a contribution

Academic Format

What do we expect from you?

Please follow these basic guidelines when writing a paper:

1. Publications can only be done in the traditional format of academic articles on a particular research topic.
2. There are three main areas of publications:
 - a. **Classical disciplines** (such as law, biology, economics, medicine, etc.),
 - b. **Interdisciplinary/multidisciplinary, cross-disciplinary and transdisciplinary disciplines** (such as neuroscience, cognitive science, bioinformatics, etc.),
 - c. **Innovative approaches** to the questions our world is currently facing.
3. Be ambitious when writing and keep in mind the words from Federica Mogherini¹, Former High Representative of the European Union for Foreign Affairs & Security Policy and Vice-President of the European Commission: “Don’t focus only on youth topics or education topics; go on security, energy [...] Don’t make the mistakes that women did at a certain moment focusing on gender issues only”.
4. The length of the paper should be between 800 and 3500 words. If this is insufficient, the paper may be published in several consecutive parts.
5. There are two possible options regarding the language:
 - a. It is preferred to use English so that the whole university community can easily have access to it. In this case, if you decide so as an author, there is the option of

¹ Eutopia European University. 2020. EUTOPIAn Futures: Federica Mogherini, Jonathan Holslag, Luc Soete, hosted by the VUB, 13 April 2021. Available at: <https://www.youtube.com/watch?v=UYjn7fy3FAY&t=3796s>

including a second abstract in one of the official languages of your university of origin: Spanish, Catalan, French, Swedish, Slovenian.

- b. If you have developed your article in the context of a curricular subject or in case you have already written it in one of the above mentioned languages, you can publish it in the original language. However, in this case, it is mandatory that we also receive a blog-format article, in English, to share with the whole community your main findings.
6. The article must include: Title, Abstract, Keywords, Method, Results, Discussion, Conclusion, (Declaration of Conflicting Interests, Funding) and References.
7. One of the main goals of the EUSTT Journal is to bridge the gap between the academic sphere and the general public. Therefore, explain each scientific term used for the first time in your entry and avoid using scientific jargon.
8. Write clearly. You must try to grab the reader's attention and maintain his interest when writing.
9. The paper should be correctly supported by professional and scientific sources. Remember to cite your sources within and at the end of your article. Use the appropriate discipline-specific citation style (please see the list on the following page). Please, keep in mind that no articles without the appropriate bibliographic references will be published.
10. The writing style is not as strict as for scientific papers - you can use more informal vocabulary.
11. You are welcome to use images, graphs, photographs in your paper. The media can come directly from scientific sources or you can contribute your own images. In all cases, be sure to acknowledge the source.
12. Be aware that your contribution will be checked for plagiarism. In case of the latter, the article will not be published.

Format your contribution

Font

We accept the following fonts:

- sans serif fonts such as 11-point Calibri, 11-point Arial, or 10-point Lucida Sans Unicode
- serif fonts such as 12-point Times New Roman, 11-point Georgia, or normal (10-point) Computer Modern (the default font for LaTeX)

Use the same font throughout your paper, with the following exceptions:

- figures: Within figure images, use a sans serif font with a type size between 8 and 14 points.
- computer code: To present computer code, use a monospace font such as 10-point Lucida Console or 10-point Courier New.
- footnotes: When inserting footnotes with the footnotes function of your word-processing program, use the default font settings. The footnote font might be smaller than the text font (and have different line spacing), and it is not necessary to change it.

Citation style

We accept the following citation styles:

MLA: Modern Language Association [Humanities]

- MLA Formatting and Style Guide (online from the Purdue Online Writing Lab, with many examples of creating in-text footnotes and works cited entries)

APA: American Psychological Association [Social Sciences]

- APA Formatting and Style Guide (online from the Purdue Online Writing Lab with several examples of in-text citations and reference list entries)

CMS: Chicago Manual of Style Online [various subjects]

- Chicago-Style Citation Quick Guide (examples of citing various types of publications)

AMA: American Medical Association [Medicine]

- AMA citation style from the Purdue Online Writing Lab

IEEE: Institute of Electrical and Electronics Engineers [Engineering, IT, Computer Science]

- IEEE citation style from the Purdue Online Writing Lab

The Bluebook [Law]

- The Bluebook online

ACS: American Chemical Society [Chemistry]

- ACS Style Quick Guide or ACS citation style

AIP: American Institute of Physics [Physics]

- Style manual by Virginia Tech

If you would like to use any other citation style, please do not hesitate to contact us.

Sending the document and the following steps

When submitting the document, please take into account the following:

- Format your contribution as a Word/OpenOffice document and send it to us by email to editorial@eustt.org.
- The title of the document should be written as follows: DDMMYY_firstname_lastname (Example: 151220_firstname_lastname).
- In the body of the email clearly write:
 - Your name
 - The university you are studying in
 - The degree and field of your studies
 - The title of your article

- The area of publication in which your article suits the best (e.g.: Classical disciplines, Interdisciplinary disciplines or Innovative approaches).
- The citation style of your contribution
- In the subject write: EUSTT academic paper - the title of your article
- Attach to the email the signed Agreement (please, find it below).

Once you have sent the document...

The EUSTT Editorial team will return your contribution with comments within two weeks so you can correct or revise it before publication. After that, the contribution will go through a proofreading process.

Publications will include your name and the university you are studying in.

EUTOPIA Student Think Tank

Formal agreement between the Editorial Team of the EUSTT and the Author

Declaration of authenticity

I, _____ (full name), from now on the Author, hereby confirm that the submitted article represents solely my own work, that no one has written it for me, that I have not duplicated another individual's work, and that all sources that I have used have been properly cited. I understand that any investigation of misconduct concerning any aspect of work may lead to the article not being published.

Deadline commitment

I, the Author, certify that I will respect the deadline given by the Editorial Team of the EUSTT.

Consent to publish

I, the Author, give my consent for the publication of the submitted contribution on the EUSTT website, as well as the name of the university where I am currently studying. I do also confirm that I am aware that the EUSTT will not give me any reward, in terms of money, for such publication.

I, the Author, declare that any person named as co-author of the contribution is aware of the fact and has agreed to being so named.

Signature and author's name

Date and place of signature
