



UNIVERSIDADE
PORTUCALENSE

Regulation
Revista Jurídica Portucalense

Approved on the 2nd of July 2020

Revista Jurídica Portucalense is a biannual publication dedicated to the reflection, investigation and dissemination in all areas of legal knowledge. Its mission is to disseminate scientific knowledge and to debate legal issues in the field of Legal Sciences, through the publication of original research articles of recognized quality, as well as the critical analysis of jurisprudence. It is, thus, a vehicle for reflection and debate on legal problems, both from a theoretical and a practical point of view.

Thus, in the exercise of the competence attributed by paragraph 2 of article 18 of Universidade Portucalense (UPT) Statutes, and heard the Scientific Council on the 27th of May, 2020, I approve the present Regulation, governed by the following terms and articles:

CHAPTER I

General Provisions

Article 1

Denomination, identification and responsibility for publication

1. The Journal, which is governed by the present Regulation, is called Revista Jurídica Portucalense and it is the preeminent legal publication of the Portucalense Institute for Legal Research.
2. A Universidade Portucalense, Cooperativa de Ensino Superior, CRL, is the owner of Revista Jurídica Portucalense, and responsible for its publication.

Article 2

Aims

The Journal aims to disseminate scientific knowledge and to debate legal issues in the area of Legal Sciences, by publishing original research articles of recognized quality, as well as critical analysis of jurisprudence.

Article 3

Journal structure

The Journal has a mandatory "Scientific Research" section, with articles subject to a peer review process, and may include a "Jurisprudence" and a "Varia" sections, not subject to peer review.

Article 4

Periodicity and format

1. The Journal is published every six months in electronic and print support.

2. Extraordinary numbers may be published, under the terms of article 6, n. 3 section e) of the present Regulation.

CAPTER II

Journal organization

Article 5

Organizational structure

The Bodies of the Journal are the Direction, the Editorial Board, the Scientific Arbitration Committee and the Writing Assistant.

Article 6

Direction

1. The Direction is composed of a Director, who can appoint a Deputy Director.
2. The Director of the Journal is the Director of Instituto Jurídico Portucalense.
3. The Director's duties are:
 - a) To represent the Journal;
 - b) To appoint the writing Assistant;
 - c) To propose the amendment of the Journal Regulation to the Rector of Universidade Portucalense, after hearing the Editorial Board;
 - d) To approve, under the proposal from the Editorial Board and the Director of Universidade Portucalense General Library, the technical norms to which the articles published in the Journal must be subject;
 - e) To approve, together with the Editor-General, the publication of extraordinary numbers;
 - f) To approve, under the proposal of the Editorial Board and the Director of Universidade Portucalense General Library, the Journal statement of ethics and good practices in publication;
 - g) To make all decisions or acts that are not editorial or scientific arbitration matters.
4. The Director can delegate on the Deputy Director the responsibilities referred in sections a) and d), paragraph 3, from the present article.

Article 7

Editorial Board

1. The Editorial Board is composed of the Editor General and Deputy Editors.
2. The Editor General is appointed by the Director of Instituto Jurídico Portucalense.
3. The Editor General may invite foreign researchers to assist and advise on his/her duties.
4. The Deputy Editors are appointed by the Editor General.
5. The Editorial Board is responsible for all scientific and peer review matters.
6. The Editorial Board coordinates and supervises the Journal's composition, printing and electronic editing processes.
7. For the evaluation of each article, the Editorial Board appoints an ad hoc Scientific Evaluation Committee composed of two members of the Scientific Arbitration Committee.

Article 8

Writing Assistant

1. The Writing Assistant is appointed by the Director.
2. The Writing Assistant's duties are:
 - a) To control articles compliance with the technical rules for publication in the Journal;
 - b) To prepare and send the Editorial Board a report for each article submitted, referring to its compliance with the technical rules for publication in the Journal;
 - c) Any other function delegated by the Director.
3. If the volume of work or other circumstances deems it necessary, the Direction of the Journal may appoint, upon a reasoned proposal from the Writing Assistant, a Secretary, whose functions are those delegated by the Writing Assistant.

Article 9

Scientific Arbitration Committee

1. The Scientific Arbitration Committee is composed of Reviewers with the degree of Doctor, with a scientific curriculum that demonstrates competence to evaluate the articles presented for publication in the Journal.
2. Exceptionally, Reviewers without a PhD degree are admitted, as long as they are Experts of Recognized Merit.
3. The Reviewer is committed to ensuring the rigorous evaluation of the scientific articles, the respect for the norms, time, and ethical principles of the blind review process.

4. The Reviewers are invited by the Editor-General.

CHAPTER III

Rules on the presentation of articles for publication in the journal

Article 10

Articles submission requirements

1. Articles submitted for publication in the Journal must be original and unpublished; they must not be under review or proposed for publication in another Journal. They must respect the technical rules for publication in the Journal, available in the Journal platform (<https://revistas.rcaap.pt/juridica/about/submissions>).
2. It will be up to the Editorial Board to carry out the first evaluation, considering:
 - a) The classification of the manuscripts within the scientific scope of the Journal;
 - b) The originality of the manuscripts, verified, namely, through anti-plagiarism software, and the compliance with the Journal statement of ethics and good practices in publication, available in the Journal platform (<https://revistas.rcaap.pt/juridica/etica>).

Article 11

Articles submission

1. Authors who intend, for the first time, to submit an article for publication must register on the Journal's platform, at <http://revistas.rcaap.pt/juridica>.
2. Before submitting an article, the Author should check the Journal's publication rules, considering all formal, scientific, ethical-legal and normalization aspects.
3. The Author, when submitting the article on the Journal platform, receives an indication with the registration number, which should use in all contacts related to that article.

Article 12

Editorial verification

1. Articles submitted for publication will be sent to the Editorial Assistant by the Editorial Board, after a first evaluation under the terms of article 10, number 2 of the present Regulation, without indication of the Author, to ascertain their compliance with the technical rules of the Journal.
2. The Writing Assistant must prepare a report for each article received, which he/she will send to the Editorial Board.

3. If the article does not respect the technical rules of the Journal, the Editorial Board must inform the Author, requesting its correction within an established period, under penalty of outright rejection of the publication of the article.
4. In the case provided in the preceding paragraph, and in the case the article is resent by the Author (s), the process provided in n. 1 of this article must be repeated.
5. If the article complies with the Journal's technical rules, the Editorial Board must initiate the peer review process.

Article 13

Peer-review process

1. Scientific articles submitted will be evaluated through a double-blind peer-review process.
2. The evaluation of articles submitted for publication in the Journal is the responsibility of the Scientific Committee for Ad hoc Evaluation, composed of two Reviewers appointed by the Editorial Board, who will appreciate the originality, novelty, relevance, rigour and methodological quality of the articles.
3. The evaluation will be sent to the Editorial Board within a defined period, following the evaluation forms provided.
4. The result of the review will be communicated to the Author.

Article 14

Acceptance of articles for publication

1. Articles that obtain two positive evaluations will be published, even if they include optional suggestions.
2. When the Reviewer makes the publication of the article conditional on changes, the Editorial Board shall inform the Author (s), who shall act accordingly within the indicated period.
3. After the modifications referred in the previous paragraph, the corrected article is sent to the Reviewer who proposed the changes, to verify whether they have been complied with, and to the other Reviewer, for information.
4. In the case provided for in n. 2, the article will not be published if the Author(s) refuse(s) to adapt it or if he/she does not respond within the stipulated period.
5. Articles with two negative evaluations will not be published.

6. If an article obtains a positive evaluation and a negative evaluation, it will be sent to a third Reviewer, amongst the members of the Scientific Arbitration Committee; the article will be published if the third evaluation is positive.

Article 15

Publication of the printed Journal

1. Once the electronic version of the issue of the Journal is published, it will be sent by the Editorial Board to the Director who will send it to the entity responsible for the graphic print.
2. When the Director receives the proofs of print, he may instruct an Assistant Director or the Writing Assistant to verify compliance with the electronic version.
3. Corrected printing proofs will be returned to the entity responsible for graphic print.

CHAPTER IV

Final dispositions

Article 16

Editing and publishing rights

The rights to edit and publish the articles of the Journal belong to Universidade Portucalense Cooperativa de Ensino Superior, CRL, which must authorize any reproduction of the same.

Article 17

Copyright

1. Authors must accept the term of transfer of copyright that guarantees the unprecedented nature of the articles, whose model is available on the page of the Journal.
2. Articles are published in open access, free of charge, with the copyright protected by a Creative Commons license (level 3).
3. Authors transfer the copyright of their articles to the Journal, as soon as accepted for electronic and print publication.
4. Copyright includes the right to reproduce, in whole or in part by any means, and to distribute the article, as well as any translations.
5. Authors may print and distribute copies of their articles, provided that the copyright belongs to the Journal.
6. The Editorial Board reserves the right to remove an article from the review process or the databases, whenever verified that the Author (s) previously published an identical version in another Journal.

Article 18

Necessary mentions in the Journal

The Journal must contain the identification of all Journal Bodies, as well as a link to the present Regulation.

Article 19

Start of term

The present Regulation shall come into force on the day following its publication on the Journal's page (<http://revistas.rcaap.pt/juridica>).

Porto, the 2nd of July 2020