**Title of Article with Capital in All Words**

First Author Name

Affiliation

City, Country

Second Author Name

Affiliation

City, Country

Abstract

This text contains indications regarding the format that the articles submitted to the I International Congress on Emotional Intelligence / III International Seminar on Emotional Intelligence should respect. The document itself respects this formatting. The abstract must have a maximum of 350 words (Calibri size 10, right indent 1 cm and left 1 cm).

**Keywords**: Emotional Intelligence, Emotional Competence, Emotional Education (maximum of 5)

# Introduction

Articles submitted to the I International Congress on Emotional Intelligence / III International Seminar on Emotional Intelligence must respect the format described in this document.

The final articles, after having been reviewed by the Scientific Committee, should include the names of the authors to be published in the minutes.

All contributions accepted will be published in the Congress Minutes with ISBN.

The article should contain the main idea of the experiences to be reported or of the research work with the identification of the objectives, variables or research questions, as well as the most relevant aspects of the method used, results, conclusions and bibliographical references.

# Format

Authors should follow the formatting described in this section.

The article should have between 5 and 20 pages.

The font used should be "Calibri", size 11, single spacing. Paragraphs should be preceded by a spacing of 6 points.

The abstract should use the "Calibri" font, size 10, single spacing, with an indentation of 1 cm left and right.

After the abstract some keywords should be indicated that characterize the content of the communication.

Headers and footers will be entered by editors.

The title is written in "Calibri", bold, size 14, centered.

Sections should be numbered sequentially. The title of the sections should be in size 12, bold, justified to the left, preceded by a spacing of 18 points and followed by a spacing of 6 points.

## Page dimensions

Articles should be presented in A4 format with 3 cm margins on either side (left, right, top, base).

# Figures and tables

Figures and tables should be numbered in "Calibri" style, size 10, centered. In the figures the caption must be above and in the tables at the top. For example:

Table 1. Descriptive statistics of the original index.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Minimum | Maximum | Mean | Median | Standard Deviation |
| Original Index | -30 | 40 | 13,31 | 17,5 | 18,13 |
| Value A | 25,19 | 78,63 | 58,25 | 61,45 | 13,8 |
| Index B | -30 | 37 | 12,96 | 18 | 18,09 |
| Overall Value | 34,35 | 78,63 | 58,47 | 58,02 | 14,07 |



Figure 1 – Figure title

# References Formatting

This section shows how to quote the documents listed in the section entitled "References". By way of example, the documents included in the "6 References" section of this document should be referred to using APA notation as follows: (Palmer, Wall, Burgess & Stough, 2001).

The format standards for APA references can be found at: <https://owl.english.purdue.edu/owl/resource/560/01/>

# Conclusion

Any other clarifications may be requested from the organizing committee via the email: siie2019@ipb.pt.

# References

Palmer, B., Walls, M., Burgess, Z., & Stough, C. (2001). Emotional intelligence and effective leadership. Leadership and Organization Development Journal, 22, 5–10.

Sadri G. (2012) Emotional intelligence and leadership development. Public Personnel Management, 41(3), 535–548.

Anari, N. N. (2012). Teachers: emotional intelligence, job satisfaction, and organizational commitment. Journal of Workplace Learning, 24, 256e269.