

Kairos. Journal of Philosophy & Science Instructions for the Authors

1) Independent submissions:

Authors are requested to present:

- a) An abstract (300 words maximum) in one of the accepted languages [cf. (4) below] and 5 keywords.
- b) A short curriculum;
- c) A manuscript with no reference to the author(s) name(s) and affiliation(s) in the text or on the title page. Self-identifying quotations and references *must* be avoided;
- d) A separate document with the title, author(s) name(s), affiliation(s), contact(s), disclosures, acknowledgements, or funding information;
- e) Declaration of conflicts of interest or absence thereof.

2) Dossier proposals:

- a) Dossier proposals should contain:
 - i) Theme of the Dossier;
 - ii) Guest editor(s) of the Dossier;
 - iii) Names of the collaborators;

- iv) Type of papers (including introductions, research, reviews, translations, etc.). Possible models for the Dossier include (e.g.):
 - An explicit philosophical theme with different interconnected research pieces;
 - A focused article with replies;
 - A translation of a seminal essay with historical interest and subsequent commentaries;
 - v) (Provisionary) titles and abstracts for each paper (maximum of 500 words);
 - vi) Expected deadline for submission of reviewed papers.
- b) Either the guest editor(s) or at least one contributor to the Dossier must be a researcher at the Centre for Philosophy of Sciences of the University of Lisbon;
 - c) A Dossier has a limited number of 3 papers (of whatever type) + an introduction;
 - d) Acceptance of proposals is at the charge of *Kairos*'s Editorial Advisory Board;
 - e) With respect to style, Dossiers are to follow the same criteria as individual submissions (cf. (6) below);
 - f) The refereeing of the papers/translations/studies/essays of the Dossier is at the responsibility of the organizer(s) of the Dossier, and is expected to follow a double-blind refereeing process. However, by the time of the submission of the final and reviewed manuscripts, the referee reports must be delivered attached in the submission e-mail. The editorial board of *Kairos* reserves the right to initiating a second refereeing process if it be necessary.
- 3) Special Issue [SI] proposals:
- a) SI proposals should contain:
 - i) Theme of the SI;
 - ii) Guest editor(s) of the SI;

- iii) Names of the collaborators (contributors to Special Issues can't all be based on the same research facility);
 - iv) (Provisory) titles and abstracts for each paper (maximum of 500 words);
 - v) Expected deadline for submission of reviewed papers.
- b) A SI has a limited number of 4-5 research papers + an introduction;
 - c) Acceptance of proposals is at the charge of *Kairos*'s Editorial Advisory Board;
 - d) *Kairos* is only able to publish 1 SI per year. If a SI has already been published in the current year or is programmed for later in that same year, the publication will be withhold until the following up year;
 - e) With respect to style, SIs are to follow the same criteria as individual submissions (cf. (6) below);
 - f) The refereeing of the papers/translations/studies/essays of the SI is at the responsibility of the organizer(s) of the SI, and is expected to follow a double-blind refereeing process. However, by the time of the submission of the final and reviewed manuscripts, the referee reports must be delivered attached in the submission e-mail. The editorial board of *Kairos* reserves the right to initiating a second refereeing process if it be necessary.
- 4) The texts should be written in one of the following languages: English (recommended), Portuguese, French, or Spanish.

5) Refereeing Process:

Due to the high number of submissions, the referee process now has two phases:

- a) First. The independent submission, Dossier, or SI proposal is evaluated by the Direction or Editorial Advisory Board as to its relevance to the Journal.
 - i) Strictly scientific papers (such as a demonstration of a mathematical theorem) will not be considered.
 - ii) Highly self-referential papers will not be considered.

- b) Second. Having established the submission's relevance to Philosophy of Science and assured the paper corresponds to minimal quality criteria, the submissions will be to a double-blind referee process and the Editorial Board will communicate the referees' evaluation as soon as possible (usually four to ten weeks).
 - iii) Kairos will not accept papers that fail to abide by the referee's suggestions if the authors opt to neglect them during the revision phase, nor if they opt to reject them without a proper justification.
 - iv) Kairos cannot guarantee a double-blind refereeing process for papers available online in preprint archives (e.g. PhilSci Archive; Academia).

6) Style

- a) The texts should be sent in two versions (Word format and .pdf), with the following formatting: 1,5 Line Spacing; Arial font; sized 10.
- b) The articles should not surpass a maximum length of 16.000 words (most read papers are below 8.000 words), and book reviews should be 2.500 words maximum.
- c) References should appear in the main text (not in footnotes) as follows: (author date: location inside the work), e.g.: (Psillos 1999:84); (Kant 1781:B37-45); (Maddy 2007:§III.5).
- d) Bibliographical references should come at the end of the paper ordered in alphabetic order, and then chronologically, by year of publication, and take the following forms:
(e.g.)
Doe, John (2010) "How to Reference This?", *Journal*, 43 (2), pp. 1-2.
Eliot, T.S. (2000[1943]) *Four Quartets*, London: Dry Salvages Publisher.
--- (2010 [1923]) "The Function of Criticism", in *T. S. Eliot Papers*, E. Pound (Ed.), London: Dry Salvages Publisher, pp. 20-40.
- e) Use footnotes instead of endnotes.
- f) Tables and figures should be numbered T1, ..., Tn; F1, ..., Fn, respectively.

- g) Quotations marks and parenthesis should accord to «"..."», and [...] respectively.
 - h) Citations in the main text should not exceed 3 lines. Citations that extend over 3 lines should make their own tabbed paragraph, and their font size should be reduced by one.
 - i) Opt for gender neutral language whenever possible.
 - j) Acknowledgments and funding support should be declared as an endnote to be added solely in the revised manuscript.
- 7) The texts should be sent to the electronic address: kairos@fc.ul.pt and titled «Submission of Paper/Special Issue Proposal to Kairos».
- 8) Submissions that do not meet the previous conditions and the required style will be sent back.
- 9) On the matter of publication rights cf. https://www.degruyter.com/view/supplement/s1647659X_Editorial_Policy.pdf.

If you have any questions regarding the submission process or editorial policy, please contact the editorial board: kairos@fc.ul.pt.