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Electronic Journal of the Reference Center for Advanced Education (CREA) at José A. Echeverría Technological University of Havana (CUJAE).

The journal publishes **original papers** about the training of engineers and architects. It includes interesting topics related to higher education, among which is the integration of Information and Communication Technologies (ICT) at the educational university context.

Paper Presentation

The paper shall be written in Spanish, in English or in Portuguese. It should have the following complementary elements:

- Title should be in Spanish and English; or in English and Spanish; or in Portuguese and English (15 words maximum).
- Abstract should be written Spanish and English; or in English and Spanish; or in Portuguese and English (about 200 words).
- Key words should be in Spanish and English; or in English and Spanish; or in Portuguese and English.
- The paper must be original (neither previous publication nor event presentation).

Paper length

- Papers should have up to 15 pages including images, graphs, tables, bibliography and references.

Format and style

- Papers should be in Word format, source Verdana 11, space 1.5 and letter page size.
- Margin should be one inch (2.5 centimeters) for both sides of the page (left and right). Do not use indentation.
- The paper should admit up to 5 authors.
- The paper should include the following data: The author's full name and email. (If there are more authors, then provide the same information).
- Texts should be presented with all the elements (images, graphs, tables, etc.) placed in the adequate position. Also, attach a file to be handed in with images (photos, graphs, tables, schemes, and others).
- Each image (photos, graphs, tables, schemes, and others) should be numbered in a consecutive form, identified by Verdana 10.
- Images shall use JPG format, 300 DPI, size 10 x 10 cm.
- Tables should be presented in Word format. They should be concise, with minimum informative data.

- The paper should be fragmented into headings, each one of which shall be identified with italic subheadings.
- The summary should include all the important concepts and their relationship as well as the main conclusions.
- The papers should be submitted to the editorial council for its approval or not and to a "blind" peer review, respecting the author's point of views
- The following data about the authors should be sent together with the paper: Authors' full names, academic/scientific degree, e-mail, name of their institution.

Bibliographical references, text and note references.

The sources that were used only in the paper shall be noted and should be quoted in the text, numbered with Arabic numbers within brackets in a consecutive order. At the end of the paper, these sources will be grouped under the title **Biographical references**, in the same order as they appear in the paper. The papers should have as minimum eight bibliographical references and at least one (1) should be taken from a paper of the journal. There should not be more than (2) references to papers previously done by the author or authors.

The **clarifying notes** shall be indicated with consecutive numbers and shall be placed in the footnote. Only three notes are allowed in each page. This resource should be used exclusively for notes, not for references.

In establishing the bibliography, **Vancouver standard** will be used.

Paper structure

a) Paper with research results

Papers that are used to make known the results of the teachers' investigations (especially those related to institutional projects, master and doctorate thesis) are characterized by having the following main components:

- **Introduction:** This section should answer the question what is this paper for? It describes the interest in the scientific context at the moment, the previous papers about the topic, what aspects are not clear and the purpose of the paper. Due to the excessive amount of papers for revision nowadays, it is advisable not to write an extensive introduction and take advantage of what has been stated in the current revision about the topic.
- **Materials and method:** This section answers the questions how has the work been done? And what means have been used to carry out the research? It explains the methods and procedures used and the experiments done.
- **Results:** This section is the simplest one in writing the results. It includes tables and figures that by themselves, should clearly express the results obtained in the experiments and the evidences that support such results by means of figures, tables or in the same text.
- **Discussion of the results:** This section is the heart of the manuscript. The discussion can begin with the answer to the question in the introduction, immediately followed by evidences from the results that confirm the analysis, evaluation and decision-making.
- **Conclusions:** It is recommendable not to write down more conclusions than those expected by the results.
- **Bibliographical references.** At the end of the paper, all the references taken from the consulted sources used to collect information and support the ideas or critics are written. These sources could be books, journals, internet, interviews, T.V programs, videos, etc.

b) Papers that show theoretical studies about a specific topic.

They are the result of a biographical research where other authors' points of view are analyzed, systematized and integrated as well as the results of investigations, which are published or not, in the field of Pedagogical Sciences applied to Engineering and Architecture. These papers are characterized by presenting a careful biographical revision in order to highlight the advances and trends in the development of these sciences. In their structure, the following components are distinguished:

- **Introduction:** Likewise, the paper should answer the question what is this paper for?. It shows the importance of the topic from the scientific point of view and the main thoughts that guide the revision as well as the evaluation of the papers and the materials analyzed about the topic, the aspects that are not clear and the objective of the paper.
- **Materials and method:** This section is aimed at presenting the methods and procedures used in compiling information and its critical evaluation.
- **Discussion of the results:** It should clearly state the results obtained about the most important ideas and the trends found; also it should present the evidences that support and confirm the evaluations made as well as the author's position and the fulfillment of the paper's aim.
- **Conclusions:** They will show the main ideas derived from the analysis and the evaluation performed.
- **Bibliographical references.** At the end of the paper, all the references taken from the consulted sources used to collect information and support the ideas or critics are written. These sources could be books, journals, internet, interviews, T.V programs, videos, etc.

c) Papers about the experience on training engineers and architects.

Papers about the experiences of teachers, discipline staff, subjects and departments find solutions to pedagogical problems by incorporating the theoretical basis for the analysis of the experience. This is a way to recover and systematize these experiences and to contribute with a useful material for Higher Education. In their structures, the following components are distinguished:

- **Introduction:** It describes the advantage of the experience in the training of engineers and architects, the role of Higher Education at present, the previous papers that have dealt with the topic and the aim of the paper.
- **Materials and method:** This section will answer the questions how has the experience been carried out? What means have been used to carry out the experience? It also states the methods and procedures used for the development of the experience.
- **Results:** It will illustrate the results obtained from the application of the experience that could be accompanied by tables and figures that by themselves, clearly express such results, together with the explanations in the same text.
- **Discussion of the results:** It will reflect the evaluation made and the essential aspects that could be applied to other similar problems.
- **Conclusions:** They will show the most vital and generalized elements of the paper. figure
- **Biographical references.** At the end of the paper, all the references taken from the consulted sources used to collect information and support the ideas or critics are written.

d) Papers about history and reflection.

They are intended to collect and reveal the history of the development of an institution, a department, subjects, laboratories, personalities or outstanding moments of the university through the activities performed by the students and the teachers. It is important also to take into account the reflections on the needs and contradictions about the teachers' performance in the engineering and architectural fields, as well as the ways, experiences and possible solutions to improve the teacher's work when carrying out the teaching-learning process to students from engineering and architecture. It can be the result of an interview. This type of paper tries to rescue and divulge in an abbreviated manner the accumulated history and experiences.

Its structure is distinguished by following main components:

Introduction, development, conclusions, biographical references

Editorial Committee

La Habana, November 9, 2017