INSTRUCTIONS FOR AUTHORS

ARTICLE'S TITLE ◊ (TNR 14, CAPITALS, BOLD, CENTRED, max. 3 lines)

¶Empty space [Times New Roman 11p, single space]

Name SURNAME [a, b,..], Name SURNAME [a, c,..] [*], Name SURNAME [d], etc. (TNR 12, bold, centred)

[a, b, c, d, ...] Represented institution. Please mention address and e- mail (TNR 10, centred).

(a, b, ... format is used when the authors are affiliated to more than one institution)

[*] Corresponding author

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Abstract. The abstract should be written using justified format, single space, Times New Roman font, size 10. The abstract should be brief, concise and have maximum 20 lines. It should be informative giving the scope and emphasizing the main conclusions, results, or significance of the work described. Use short, direct and complete sentences.

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Keywords: 3 to 5 significant key words (TNR font, size 10, single space, justified format)

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◊ *The paper should include specifications on the research projects/papers that the articles is based on and the coordinating institution, if the authors participated in their implementation*

1. Introduction (TNR 12, bold, left alignment)

The paper (TNR 11, First line 1, single space), should be written in English. Its content should be structured in the following way (recommendation): problem description, application field, research stages, methods used, results, further research, conclusions and references.

The paper should offer the answers for the following questions: description of the problem, actual stage of the scientific research, previous research of the authors, authors' contribution.

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2. Editing instructions (TNR 12, bold, left alignment)

2.1. Text format (TNR 11, bold, left alignment)

Use A4 format (210 x 297 mm).
Margins: Top- 2.5 cm, Bottom, Left and Right- 2 cm each.

Header- 2 cm; Footer- 1.5 cm.
Text should be written on 2 columns, distance between columns: 1 cm.

Paragraph text should be written (following the instructions of this template) with Times New Roman font, size 11p, justify, first line- 1 cm from left.

The length of the paper should be an even number of pages, not more than 10.
Please:
- do not change the format of the page in order to obtain a certain length;
- do not use bold characters, unless the instructions specify otherwise;
- do not insert page numbers.

2.3. File name

Save the paper using the surname and name of the first author, as follows:
Surname_Name.doc.

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3. Figures & Tables

Figures and tables larger than the column width can be placed on the whole width of the page.

The text inside the figures and notations has to be of 10 p. Figure number, 10 p, centre aligned, followed by figure title 10 p, regular.

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Insert draw/image, centred, (150- 300dpi)

Figure 1 Name of the figure (TNR, 10p, centred)

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Insert draw/image, centred

Figure 2 Name of the figure (TNR, 10p, centred)

¶Empty space [Times New Roman 11p, single]

Tables should be placed as close as possible to their first reference. The font size used in tables and figures is TNR 10p.

The title of the Tables will be placed above the table, centred, written with TNR 10p.

Before and after each table or figure is an empty space of Times New Roman 11, single.

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Table 1 Title of the table

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Pictures drawn with Microsoft Office tools will be grouped, using Group function (from Drawing toolbar).

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4. Mathematical relations/ formulas

Use only Microsoft Equation Editor.

The mathematical relations/ formulas are centred and numbered consecutively, starting at 1.

The relations/ formulas' number is right aligned, written with TNR 11, in round brackets.

$$………..........\qquad (1)$$

The relations/ formulas are centred in a table with no line borders; the text within the cells is centred.

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5. References

References should be complete and must include at least 5 items that will allow the identification of the cited paper.

References will be written in the original language of the cited paper.

All references will be directly cited within the paper. References will be arranged in the order of the citation.

When a publication is mentioned in text, enclose its number in brackets; for example [1] or [2, 7, 8, 12].

Text references will be TNR 10, single space, justify, hanging 1, formatted accordingly to following examples:

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References (TNR, 11 pt, bold, single space, left aligned)

[1] Surname11, N11., Surname12, N12.: *Name of Book, in Italics*. Publisher, ISBN, Place of Publication, Year, p. xx- yy (optionally) (in the original language of the cited paper, if this is not English)

[2] Surname21, N21.: *Title of conference paper*. Proceedings of Conference Name, Editor Name (Ed.), p. xx- yy, ISBN, Conference location, Month and Year, Publisher, City, Country (in the original language of the cited paper, if this is not English)

[3] Surname31, N31., Surname32, N32.: *Name of paper*. Name of Journal, Vol., No., Month and Year of the edition, p. (first- last), ISSN, Place of Publication (City, Country) (in the original language of the cited paper, if this is not English)

[4] Surname41, N41., Surname42, N42.: *Name of paper*. In: Name of Book, Name(s) of Editor(s), (Ed.), p. xx- yy, Publisher, ISBN, Place of publication (City, Country), Year (in the original language of the cited paper, if this is not English)

[5] Surname51, N51., Surname52, N52.: *Name of Paper*. Available at: http://www.exact-address-of-the-website. Accessed: YYYY-MM-DD

[6] ***: http://www.exact-address-of-the-website. Accessed: YYYY-MM-DD

[7] Surname71, N71., Surname72, N72.: *Name of patent*. Patent Symbol of country no. XXXXXX, Int.Cl. xxxxxx (optionally), Year

[8] Surname81, N81.: *Name of PhD thesis*. PhD thesis. Institution, City, Country, Year, p. xx- yy (optionally) (in the original language of the cited paper, if this is not English)