

The scientific papers must be written in English language and submitted in electronic form as a Microsoft Word file according to the guidelines presented below

The whole Word document must be a single file, including text, figures, figure captions, tables and table captions, references, acknowledgments, etc., at their appropriate positions.

PAPER SETTINGS

Page Setup:

→**Margins:** *Top:* 2.54 cm *Bottom:* 2 cm
Left: 2.8 cm *Right:* 2.8 cm
Gutter: 0 cm *Gutter position:* Left
Orientation : Portrait
Multiple pages: Mirror margins
Apply to: Whole document

→**Paper (Paper size):** A4 (*Width:* 21 cm, *Height:* 29.7 cm)

→**Layout (From edge):** *Section start:* Continuous
Tick *Different odd and even*
Tick *Different first page*
Header: 2.27 cm
Footer: 1.27 cm

Format paragraph→**Indentation:**

Left: 0 cm *Right:* 0 cm *Alignment:* Justified *Special:* 1.27 cm *Line spacing:* Single

The general structure of your contribution shall observe the following guidelines:

The **Title** of the paper shall be written using TIMES NEW ROMAN, 12 pt, CENTERED, ALL CAPS, *Line spacing:* Single

Author names: Each author name shall contain the initial(s) of first name(s) followed by surname. Author names are to be written comma separated using TIMES NEW ROMAN, 11pt, ALL CAPS, JUSTIFIED, **Indentation** → *Left:* 1.27 cm, *Right:* 1.27 cm. For different affiliations use superscript ordered letters.

Include the e-mail address of the corresponding author by using footnote. Use TIMES NEW ROMAN, 10pt, LEFT, *Special:* 0cm.

Affiliations: Each affiliation shall start with a superscript letter connecting the name of the author to his/her affiliation. For a single affiliation no superscript letter is required. Use TIMES NEW ROMAN, 11pt, ITALIC, JUSTIFIED, **Indentation** → *Left:* 1.27 cm, *Right:* 1.27 cm.

The **Abstract** shall be written using TIMES NEW ROMAN, 10pt, JUSTIFIED, **Indentation** → *Left:* 1.27 cm, *Right:* 1.27 cm. Every paper must have an abstract of maximum 100 words.

The **receipt date** shall be written using TIMES NEW ROMAN, 10pt, LEFT. *Special:* 1.27cm, between brackets.

Keywords shall be written using TIMES NEW ROMAN, Italic, 10pt, JUSTIFIED, **Indentation** → *Left:* 1.27 cm, *Right:* 1.27 cm.

The following structure of the paper is recommended: **1. Introduction; 2. Experimental (theory, Modeling...); 3. Results; 4. Discussions; 5. Conclusions; References** – these shall be written in BOOKMAN OLD STYLE, 11pt, Left, *Special*: 1.27cm

The text of the manuscript must be written using TIMES NEW ROMAN and SYMBOL (GREEK symbols for formulas and equations) fonts at 11pt, JUSTIFIED, Single Line Spacing.

Insert the **figures** at their appropriate position. **Figures** shall be listed in numerical order, bottom numbered and centered on the page. The **Figure** caption shall be written under the figure, using TIMES NEW ROMAN, *Italic*, 10pt, CENTERED (*e.g. Fig. 1. FESEM images of the...*). The **figures must be easy to edit**, made in OriginLab or similar software, not in Microsoft Word/Excel software.

Tables shall also be introduced at their appropriate place in the text. The **table title** shall be written above the table, using TIMES NEW ROMAN, *Italic*, 10pt, CENTERED.

The **equations** may be written either in *Equation Editor* or in text mode using TIMES NEW ROMAN or/and SYMBOL fonts. Displayed equations shall be RIGHT and numbered with Arabic figures in parentheses (*e.g.* '(1)').

A short paragraph of **acknowledgements** is allowed to appear before the bibliography. It should be written in TIMES NEW ROMAN, 11pt, *Special*: 1.27cm and start with the text “**Acknowledgements.**”.

The **bibliography** shall be a separate section placed at the end of the paper and having a first order heading formatted accordingly which contains the text “**References**”. All text in the section will be written using TIMES NEW ROMAN, 11pt and further formatted according to the following guide lines:

Journal articles – Initials and names of authors separated by comma, journal title, volume number (BOLD), issue between the brackets, the first page number of the article and year in parentheses followed by a period. (*e.g.* „M. Ismail , S. N. Supardan , A. K. Yahya , M. I. M. Yusof , M. K. Halimah, Chalcogenide Letters **13**(11), 489 (2016)”).

Books – initials and names of authors separated by comma, title of book between double quotes, publisher, place of publication, page number followed by year.

Each entry in the bibliographic list shall be numbered with Arabic figures between square brackets (*e.g.* [1]). Please leave a blank space between the number and the body of each bibliographic entry.

Within the body of the document, the references shall be introduced writing the corresponding number in the bibliographic list within square parentheses (*e.g.* [15]).