

## **Submission Guidelines**

Authors are requested to indicate which conference topic their submission covers. Full papers will be published in the electronic conference proceedings, while extended abstracts will be published in the printed version of the proceedings. Please check the submission requirements carefully.

All contributions must be sent via email in the MS Word format. Full paper size – up to 10 printed A4 pages. Extended abstract size – up to 3 printed A4 pages.

### **Submission structure:**

- Author name
- Author institutional affiliation and position
- Contact information, including e-mail address. Authors are kindly requested to provide their mobile phone numbers (privacy is guaranteed).
- Paper title
- Short abstract (up to 4 lines)
- Up to 10 key words and phrases separated by commas or semicolons
- List of references or bibliography.

**Submission format:** Times New Roman 12-pt font; single space; margins: left – 2 cm, right – 1.5 cm, top and bottom – 2 cm; left indent – 1.25 cm; portrait orientation; full hyphenless justification.

If a paper includes a table, the table title should be Times New Roman 12-point, single-spaced, fully justified and separated from the text by a blank line. The text inside the table must be typed using Times New Roman 12-point and fully justified. Footnotes to the table should be separated from the text by a blank line.

For graphics (figures, charts), please use a resolution of at least 300 dpi. Graphics should be embedded in the text file, as well as sent in a separate file. Figures should be numbered consecutively. Legends must be typed using the Times New Roman 10-point font and separated from the figures. Please make sure that figures, charts, tables and formulas do not extend beyond the page margins. For bitmap images use the TIF format in CMYK colour mode at 300 dpi. Vector graphics must be submitted in the CDR or EPS file formats. Graphics in the MS Word format will not be accepted.