

### Editorial tips for texts

#### "THE SCIENTIFIC NOTEBOOKS OF JAN WYŻYKOWSKI UNIVERSITY. STUDIES FROM TECHNICAL SCIENCES "

##### Formal and technical requirements

1. The editorial should be sent to [j.walczak@ujw.pl](mailto:j.walczak@ujw.pl)
2. The text volume should not exceed 40,000 characters (main text, footnotes and other elements). Otherwise the volume should be consulted with the Editor.
3. Include:
  - introduction and conclusion (in case of longer texts)
  - the title of the text, keywords and abstract in Polish and English (summaries up to 800 signs).
  - at the beginning of the text the name and surname of the author, the title or degree, the institution she/he represents, the mailing address of the author, the e-mail address and cell phone number,
  - bibliography, which should be placed at the end of the article and covered the entire cited literature in the alphabetical order of the authors' surnames (in the case of collective works, the title makes the order).
4. The typewriter should meet the following requirements:
  - MS Word format for Windows,
  - A4 size, 2.5 cm margins on each A4 page,
  - Times New Roman font size 12, line spacing 1,5,
  - Avoiding distinctions in the text,
  - The typed pages should be numbered.
5. It is recommended that, when reference is made to the work of other authors, write in the text by specifying the number (eg [5]) of the bibliography under which the work is displayed. You may add a page number or pattern, for example [5 pattern (13)] if you need more detail. Quoted literature should be prepared in according to PN-ISO 690. Using non-Latin alphabet, transliteration should be used. Please list the literature under the heading LITERATURE at the end of the work. It should include:
  1. sequence number in square brackets (alphabetical order of authors is recommended);
  2. the name and abbreviation of the author's name written in capital letters,
  3. full title of work, and in subsequent editions also issue number,
  4. publishing house, place, year of publication (in case of periodicals no need to add publishing house and place of publicaion)
  5. volume, part, copybook, pages.
  6. Quotes should be placed in quotation marks, and their source should be indicated in footnote,
  7. Photos, tables, drawings should meet the following requirements:
    - photos should be pasted in the text,
    - photographs, tables and drawings should be numbered and placed in the text as close as possible to the place of reference,

- for each photograph, the table quoted and the drawing, please provide the source or information "developed on the basis of".
- the tables should be described at the top (before the table), while the drawings and pictures at the bottom (below them). Times New Roman font 10,
- photos, tables, and drawings with the title and source should fit in the text column,
- drawing should be prepared on a white background,
- drawings made in the Word should be grouped.