

How to style and format your manuscript.

A Guide for the contributors to the *Scientific Papers of the University of Pardubice*.

Part / Item Styling & Formatting

Title page: see the *Appendix 1*

Main chapters: **Abstract** [without this heading]
Key Words [max. one single line]
Introduction
Fundamentals [only if necessary]
Materials and methods
Results and discussion
Conclusion(s)
Symbols [only if necessary]
Acknowledgment(s) [if applicable]
References

Text: Abstract *Times New Roman, size 13, Italic,*
maximal length of this part - 21 lines.
Main text Times New Roman, size 14, line spacing 1

Titles: **1st Order section** Times New Rom, 14, **Bold**
2nd Order section Times New Rom, 14, Standard
3rd Order section Times New Rom, 14, *Italic*
(Note: All sections are without any numbering)

Figures: Select suitable figure resolution (300 dpi at least),
for labels and inscriptions only "sans serif fonts" (e.g. Arial,
TV Cent MT, Tahoma, etc.) are required when sized as being
equivalent to the main text or smaller (not less than 10 pts.).

Captions: **Fig. 1** Main title of each figure and other accompanying text in the
standard format (size 12), when 2nd, 3rd, 4th and other lines
are started with a margin as shown here.

Tables: **Table 1** Main title of each table and other accompanying text in the
standard format (size 12), when 2nd, 3rd, 4th and other lines
are started with a margin as shown here.

- Other accompanying text / data in tables in standard format (size 12)
- Table styling and formatting: only horizontal lines are allowed

References: In the text, use the system with brackets, i.e.: [1], [2,3] or
[4–6], all being numbered in the respective order and set
correspondingly to the reference list.
For each ref., the full-text version is required (see *Appendix 2*)
in the standard format (size 13)

Appendix 1 – How to type the title page

*Scientific Papers of the University of Pardubice,
Series A; Faculty of Chemical Technology
25 (2019) 001-0xx.*



Note: Headers and footers will be arranged by editors

The main title of each article should be typed in the way like this

Martin Adam^{1*}, Ivan Švancara¹, and Petr Mikulášek²

¹*Department of Analytical Chemistry, The University of Pardubice,
CZ–532 10 Pardubice, Czech Republic*

²*Institute of Environmental and Chemical Engineering,
The University of Pardubice, CZ–532 10 Pardubice, Czech Republic*

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*In this article, a new way of how to style and format the scientific paper for this journal
is described in detail. ... Xxx*

Keywords: Xxxxx; Yyyyy; Zzzzz.

Introduction

It is now already the second year, when our university journal, "*Sci. Pap. Univ. Pardubice*", has got a new Editor-in-Chief, A. Prof. Martin Adam, whilst the previous members of the Editorial board continue as the current line-up. Along with this, the journal has also changed its layout a little bit, which can be seen in this circular distributed upon request and gathering all the necessary information on how to prepare the newly-styled manuscript.

Xxxxx ...

* Corresponding author, ✉ martin.adam@upce.cz

Appendix 2 – How to type the references

Journal publications:

- [1] Kessel N., Illsley D.R., Keddie J.L.: The diacetone acrylamide crosslinking reaction and its influence on the film formation of an acrylic latex. *Journal of Coatings Technology and Research* **5** (2008) 285–297.
- [2] Landfester K., Rothe R., Antoinetti M.: Convenient synthesis of fluorinated latexes and core-shell structures by miniemulsion polymerization. *Macromolecules* **35** (2002) 1658–1662.

Books:

- [1] Ozin G.A., Arsenault A.C.: *Nanochemistry: A chemical approach to nanomaterials*. RSC Publishing, Cambridge 2005.
- [2] Rodríguez J.A., Hanson J.C., Chupas P.J. (Eds.): *In-situ characterization of heterogeneous catalysts*. Wiley, New Jersey 2013.
- [3] Drees L.: *Methods of soil analysis. XVII*. Soil Science Society of America, Madison 2008.

Chapters in books:

- [1] Farah A.: Coffee as a speciality and functional beverage, in: Paquin P. (Ed.): *Functional and Speciality Beverage Technology*. Woodhead Publishing, Cambridge 2009, pp. 370–395.
- [2] Mettam G.R., Adams L.B.: How to prepare an electronic version of your article, in: B.S. Jones, R.Z. Smith (Eds.): *Introduction to the Electronic Age*, E-Publishing, New York, 2009, pp. 281–304.
- [3] Kitamura N., Hisano Y., Fukumi K., Kohara S., Ofuchi H., Honma T., Kozuka H.: Structural approach on optical properties of BaO-Nb₂O₅-P₂O₅ glass, in: *8th International Conference on Borate Glasses, Crystals and Melts and The International Conference on Phosphate Glasses: Book of abstracts*. Icaris, Prague 2014, p. 120.

Patents:

- [1] Graciet J.-C.: New Pyridinium imine based dyes and their use in optical layers for optical data recording. *EP 1624029 A1* (2006).
- [2] Norton de Matos M.R.P., Romao C.C., Pereira C.C.L., Rodrigues S.S., Mora M., Silva M.J.P., Alves P.M., Reis C.A.: Compositions comprising organometallic molybdenum compounds for treating cancer. *International Patent WO 2005087783 A1* (2005).

Websites (only if necessary):

- [1] Percent yield guide for essential oil distillation.
<https://www.essentialoil.com/pages/percentage-yield>. (accessed March 13, 2003).
- [2] What is Radiello® diffusive sampling?
<https://www.sigmaaldrich.com/technicaldocuments/articles/analytical/radiello-air-sampler/diffusive-sampling-system.html> (accessed January 22, 2018).

Note: *If inevitable, other (special) sources can also be cited. In these cases, ask the Editor-in-Chief for appropriate instructions.*