

Journal “GEODESY, CARTOGRAPHY AND AERIAL SURVEY” – TECHNICAL REQUIREMENTS FOR PAPERS

Materials should be submitted in hard and soft copies in Microsoft Word 2003 – files * .doc (MS Office 2007, 2010 – files * .docx, * .docm – are not accepted).

Article submission guidelines

Page parameters: page size A4; fields: left – 18 mm, right – 25 mm, top – 20 mm, bottom – 27 mm; header – 20 mm, footer – 1.7 mm.

Title of an article is typed in TNR page-wide (in one column) in the following order:

- index UDK (page upper left corner) – first line aligned to the left (TNR 12, semi-bold), space before – 0 pt, after – 12 pt.
- full list of (co)authors in the second line, aligned to the left (TNR 12, in capital letters). Space before – 0 pt, after – 6 pt.
- information on (co)authors (TNR 9, lowercase letter). Space before block – 0 pt, after – 12 pt.
- title of an article – aligned to the left (TNR 12, bold, capital letters). Space after – 12 pt.
- summary – aligned page-wide, TNR 10. Space – 0 pt.
- key words aligned page-wide, TNR 10, plain; before the list it should be written *Key words* in Italics: division sign – semicolon, no dot at the end of a list. Space after – 12 pt.
- the main text of the article should be justified and arranged in two columns of equal width, distance between the columns – 0.5 cm. Article text – TNR 11 pt, spaces – 1.1, lower case letters. Paragraph indentation – 6 mm from the beginning of the line and is the same throughout the paper. Paragraphs should be justified. Paragraphs should not be separated from each other. Titles – TNR 11 pt, bold, lower case letters. No first line indent, centre alignment. From the previous text subtitles should be separated by intervals of 12 pt, from the following – 6 pt.

– **Tables layout.** Tables should give the reader information in clear and intelligible form, should be written in a concise, clear manner and contain minimum information required to illustrate the text. When placing a table on several pages under its continuation/end it should be respectively stated Table 1 Continued/End. Table title and column numbers should be repeated on each page of the table. The table should be printed as close as possible to its first reference in the text. Tables are typed in Microsoft Word. *Number of tables:* conventional style (TNR, size 11 pt, italics), aligned to the right. *Table title:* TNR, size 11 pt, bold, centered, space before – 0 pt, after – 6 pt. *The text and column headings of the table* should be printed using basic font of 10 pt with alignment to the middle of the corresponding column.

Illustrations. Figures and images (raster, black and white, with a resolution lower than 300 dpi) should be inserted in the text. Illustrations are provided as separate JPEG, TIFF files. The first references to an illustration in the text should usually directly precede this illustration or, at least, be placed as close as possible to the figure. Usually the references are given in the following form: ... As shown in Fig. 1 or ... The diagram (Fig. 1) shows ... When you repeat references to the illustration in the text it should be printed as (see Fig. 1). *Title of figure* should be out of figure, spacing before and after – 6 pt, typed in TNR 10 pt, italics, lower case letters, centered.

Formulas layout. To type formulas one should use the built-in equation editor Microsoft Equation 3.0 or MathType 5. Formulas should be placed in separate lines in the middle of column. If formula is simple, not long and is not referenced in the text further, it can be placed inside the text lines. As an exception, it is allowed only for long formulas (which cannot be divided into parts) to be placed page-wide but not in two columns. Arabic numbers in parentheses indicate the sequence number of formula in the article. It should be right-side in the same line as the numbered formula.

If formula is multiline, the number should correspond with the last line of the formula. Before and after the formula – the interval of 6 pt.

The general guidelines: 1. The figures in the formulas are printed in regular font; 2. Letter notation of values (symbols), for which the letters of the Latin alphabet are used should be printed in italics; 3. Contracted mathematical terms (eg, sin, arcsin, lg, lim, const, max) are printed in regular font; 4. Abbreviated names of physical and technical units, metric weights and their derivatives are printed in regular font, without dots, for example: 12 km; 5. Contraction in indexes are printed in regular font, for example: *L*ft (i.e./ *L* of flight); If index is a symbol of magnitude, it is printed in italics, for example: (*x* – coordinate); 6. Units of measurement should not be identified along with formula that reflects relationship between variables or between their numerical values in the form of letters. The following parameters should be set in the equation editor –dimensions: overall – 11 pt, large indices – 8 pt, small indices – 6 pt, big characters – 17 pt, small characters – 11 pt; style: function text, variables, matrix-vector, digits –TNR fontR, for the rest of styles – Symbol font.

References (double column structure of a paper is preserved). A list of sources should be placed in the alphabetical order and provided with the subtitle REFERENCES. Font – TNR 10 pt, in capital letters, separated from the main text and the list of references by spaces: before 12 pt, after 6 pt. It should be in the middle of a column. Each article should mandatory contain list of references!

Below the following is given in column:

- a full list of (co)authors, information on (co)authors, title, abstract, keywords
- block in Ukrainian: a full list of (co)authors, information on the (co)authors, title, abstract, keywords – format requirements coincides with that for the paper title;

The Editorial Board kindly asks authors to comply with the above recommendations to paper submission.

The following documents should submitted to the editorial board: hard copy of a paper, an internal review, and an expert's conclusion. Soft copy of a paper and application form filled in by authors, an internal review, and an expert's conclusion should be sent to the following e-mail: galyna.gavryshkevich@gmail.com.

PERSONAL DETAILS

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