

Name and SURNAME¹
Name and SURNAME²

TITLE – BOLD, TO THE LEFT MARGIN, CAPS 15 POINTS, SINGLE SPACE

Abstract (in the English language lower case letters 9 points, the indentation of the whole left side 2 cm, without a paragraph, single space) it should be prepared as one paragraph presenting the objectives, research methods, results and main conclusions. The abstract should contain 200-250 words.

Keywords: (lower case letters 9 points) provide 4-8 keywords other than in the title and separate them with a comma

1. The text of a paper

1.1. General comments

The pattern of the text presents the layout and technical requirements concerning the papers. Sent materials will be published on the rights of manuscript. Matrices prepared according to this model will not be miniaturized. The maximum volume of the text is not limited, however, it is suggested maximum twelve pages and to use an even number of the pages. The final version of the paper should be sent electronically in MS Word. The paper should be written in **English language only**.

1.2. The way of preparing the text

The paper should be prepared in MS Word. The paper should be written in Times New Roman 11 points with a single space. The indentation of a paragraph: 0,75 cm. Do not take an extra space between the paragraphs. Page format A4 (210 × 297 mm). Margins: top and bottom 5,20 cm, left and right 4,25 cm. The column format (the text area without the number of the page) is 12,5 × 19 cm.

¹ Author for correspondence / autor do korespondencji: name and surname, affiliation, postal address, telephone, e-mail address

² Name and surname, affiliation, postal address, telephone, e-mail address

1.3. Mathematical formulas

Mathematical formulas should be typed using Times New Roman 11 points, the height of references and degrees 7 points, using the formula editor enclosed to MS Word. They should be placed on the left side, The indentation of 0,75 cm. The numbers of formulas should be placed in parentheses aligning to the right margin, normal size 11 points.

$$\mathbf{v} = \left(\frac{a^t}{u_1}, \frac{\cos t}{10u_2} \right) \quad (1)$$

where: \mathbf{v} – vector,
 a, t, u_1, u_2 – variables.

Formulas should be accompanied by an explanation of the contained elements. Formulas to which references are presented in the text should be numbered consecutively in the context of the article. Longer formulas can be divided in the signs of the relationship or the operation – the sign on which the formula is transferred should be left at the end of the first line.

2. Drawings, tables, bibliography

2.1. Drawings, charts and photographs

Illustrative material should be placed as close as possible of its appearance in the text. Do not exceed the printable area (12,5 x 19 cm), which must contain the illustrative material and the caption. Larger drawings (and other illustrative material) with the captions should occupy the entire printable area, smaller ones should be moved respectively – to the left margin. Caption in English language should be placed under the drawing, within its framework, without the full stop at the end (if the material is borrowed, the source should be provided).

Drawing, chart, photography illustration, map, diagram

Fig. 1. Caption and explanation of a drawing in English

Rys. 1. Tytuł rysunku w języku polskim (title in polish)

Verbal description of the drawings should be kept to minimum, replacing it with Arab numbers and explanations should be moved to the caption. Illustrative material should be of a good quality, the form and the captions in a whole article should be normalized (normal size, from a small letter, max. 9, min. 6 points depending on the size of the drawing). Illustrative material should be numbered consecutively in the framework of the article. Illustrative material should be prepared in black and grey shades (up to 20% of black).

2.2. Tables (arrays) and bibliography

2.2.1. Tables (arrays)

Table – the statement of texts and numbers or only the numbers ranked in columns and rows. Array – the statement of texts and numbers additionally supported by graphical or color elements (sometimes they are only illustrations). Tables (arrays) should be placed as close as possible of their appearance in the text, they should be moved respectively – to the left margin, do not exceed the printable area (12,5 x 19 cm). Above the table (array) there should be placed a title in English language. The title starts with the word table/tables (array/arrays) and should be placed above, within its framework, without the full stop at the end. If the table (array) is borrowed, the source should be provided. The key should be placed below the table (array).

Table 1. The title of the table (array) in English

Tabela 1. Tytuł tabeli w języku polskim (title in polish)

<i>Table (array)</i>

Texts in the head of the table (array), i.e., at the top separate part of the table (array), explaining the content of the columns should be recorded in bold, starting with the capital letter. Texts on the side of the table, i.e., on the side separated part of the text, explaining the content of the rows begins with the capital letters – texts in the other rubrics are presented in small letters. Tables (arrays) should be numbered consecutively in the article. If a table (array) does not fit in one printable area, it can be divided and transferred to the next page or pages – then above the all parts of the table (array) its number and title with the abbreviation (cont.) should be rerun. Tables (arrays) should be prepared in black and grey shades (up to 20% of black).

2.2.2. Bibliography

The list of cited bibliography (lower case letters 10 points, single space, 2 points space, do not leave blank lines between items of bibliography) is placed after the content of the article, in alphabetical order of the authors' surname. References to bibliography should be recorded in the text in square brackets.

3. Other comments

In the article there can be used enumerations – the elements of enumerations should be marked in the whole article in a consistent manner, e.g. using Arabic numerals with a full stop or small letters with a bracket. In the article, generally accepted abbreviations should be applied, but the sentence cannot start with them – they should be expanded or the sentence should be

reworded. Each citation in the article must contain bibliographical information (in the form of a footnote at the bottom of the page or the reference to the list of bibliography). Footnotes should be recorded in the whole article in a consistent manner, presenting them with star links (if there are not many of them) or the numerical ones using continuous numbering in the whole article and placing each footnote in a new paragraph. Do not leave the titles that there are in front of the surname, the initial of the name, conjunctions, Arabic and Roman numeral at the end of the row. Only the legal units of measurement can be used.

Bibliography

- [1] Ahmed B., Nethercot D.A. Prediction of initial stiffness and available rotation capacity of major axis flush endplate connections. *Journal of Constructional Steel Research* Vol. 41. No. 1 pp. 31-60, 1997.
- [2] Kozłowski A., Pisarek Z. Shear connectors for steel - concrete composite beams, *Steel structures, Polish Chamber of Steel Structures*, 2008 (in polish).
- [3] Zanotti G., Guerra C.: Is tensegrity a unifying concept of protein folds? *FEBS Letters*, vol. 534, no. 1-3, 2003, pp. 7-10.
- [4] <http://www.sciencedirect.com> [access: 8 June 2011].

TITLE IN POLISH

Streszczenie

Tutaj streszczenie artykułu w języku polskim (abstract in polish).

Słowa kluczowe: eksploatacja górnicza, deformacje podłoża, zabezpieczenie budynków, metoda elementów skończonych (4-8 keywords in polish)

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