**Formatting requirements for the XXXX article**

**Author’s name1, Author’s name2, Author’s name3**

1Title of the institution, country

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3Title of the institution, country

2Corresponding author

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**Abstract.** The following structure of the manuscript is recommended: abstract, keywords, nomenclature, introduction, main text, results, conclusions, acknowledgements and references. Manuscript should be single-spaced, one column ISO B5 175 × 248 mm format **(page size is not A4!)**, Microsoft Word 2007 or higher is preferred. Margins: top 13 mm, bottom 17 mm, left 26 mm, right 13 mm, header 8 mm, footer 13 mm.

**Keywords:** in lowercase letters, are separated, by, commas, and ends with a dot.

**1. Introduction – formatting (Bold, Numbered)**

Main text Font: Times New Roman, Font size: 10, Font style: Regular, Paragraph Justified and first line indented by 5 mm.

Headers of the sections must be in **Bold** and numbered (except abstract, keywords, acknowledgements and references).

Equations (formulas, mathematical expressions) are preferred to be written in Microsoft Office 2007 or higher Equation Editor. If that is not possible, use Microsoft Equation 3.0 or MathType. In any case please do not alter default Equation formatting settings, except Font size to 10 pt. The following style is required: *symbols Italic*, **vectors Bold**, numbers and functions Regular.

For the example of equation and suggested formatting, please refer to Eq. 1-2:

|  |  |
| --- | --- |
| font size: 10 pt, not 12 pt! | (1) |
| inside table | (2) |

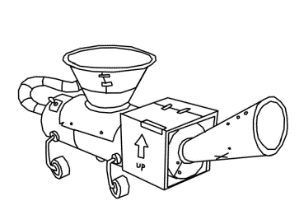
where is the mass, is the displacement.

Caption of the table must start with table number 9 pt **Bold** as “**Table 1.**”, then further text 9 pt Regular. Table itself must be 9 pt Regular. Table caption must be placed above the table.

**(9 pt, Bold) Table 1.** (Regular) Basic size and style requirements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| (9 pt, Regular) |  |  |  |  |
| Text location | Font | Font size | Font style | Numbering |
| Main text | Times New Roman | 10 pt | Regular |  |
| Headings | Times New Roman | 10 pt | **Bold** | **1.** |
| Caption of the Table | Times New Roman | 9 pt | **Bold.** Regular | **Table 1.** |
| Table content | Times New Roman | 9 pt | Regular |  |
| Caption of the Figure | Times New Roman | 9 pt | **Bold.** Regular | **Fig. 1.** |
| Equations | Cambria math or Times New Roman | 10 pt |  | (1) |
| References | Times New Roman | 9 pt | **Bold.** Regular | **[1]** |

Caption of the figure starts with figure number 9 pt **Bold** as “**Fig. 1.**”; further must be 9 pt Regular. Figure caption must be below the figure.



**(9 pt, Bold) Fig. 1.** (Regular) A schematic diagram of a vibration separator  
Figure itself must be a **single** graphical object inserted into the document of the paper. There must be no separate graphical elements (text boxes, arrows, line segments, etc.) on the figure. If object is created of separate elements it must be **grouped**. Text in the figure should be not too small and lines should be not too thin (this is especially important when they are not black). Picture layout must be in line with text.

**2. Referencing (Bold, Numbered)**

Manuscript should be cited as follows [1], [2-5], [6, 7]. References must be numbered in the order of citation. The basic text formatting requirements are shown in Table 1 and Figure 1. Tables and figures are placed after the paragraph in which they are first referenced.

**3. Additional notes (Bold, Numbered)**

Equations must be punctuated: a comma or a dot is placed after the equation. The punctuation mark should be written inside together with the equation when the equation is written in any equation editor. Equation object layout must be in line with text.

Equations must be numbered sequentially and the equation number in parentheses should be placed near the right edge, an example is shown in Eq. (1).

Parentheses and numbers in equations must be not Italic. It is important to ensure that all notations in text and figures must be of the same style.

is correct, while *(2a1)* is incorrect. Parentheses must be used correctly: and not . Units of measurement must not be in Italic: = 1 m, = 1 N.

Authors should NOT use **page or section** breaks in the document of the article.

**4. Conclusions (Bold, Numbered)**

The authors are recommended to see the recent issue of the journal and prepare the manuscript in the due style. The authors are responsible for the correctness of the English language.

The authors are expected to cover partial costs of publication in JVE/JME.

**References (Bold, Not numbered)**

List of references: reference number and authors 9 pt **Bold**, further information 9 pt Regular. Authors are requested to carefully prepare this list according to the requirements of the journal. For non-English reference citation in the English language is required. In a paper title only the first word starts with uppercase letter.

1. **(9 pt Bold) Soedel W.** (9 pt Regular) Vibrations of Shells and Plates. Second Edition, Marcel Dekker Inc., New York, 1993.
2. **(9 pt Bold) Juška V., Svilainis L., Dumbrava V.** (9 pt Regular) Analysis of piezomotor driver for laser beam deflection. Journal of Vibroengineering, Vol. 11, Issue 1, 2009, p. 17‑26.
3. **Blekhman I. I.** Synchronization of Dynamical System. Nauka, Moscow, 1971, (in Russian).

Dear Authors!

Thank You for the efforts in preparing the papers according to the requirements of the journal. From technical point of view the most **important** are **equations, tables, figures and references**.

Yours faithfully,

Typesetting Department

**Appendix 1 (Bold, Numbered)**

**Typing Equations**

In case you are new to the next version of Microsoft Equation Editor there are few basic things to consider. Presented suggestions are very convenient and easy to use.

These equations can only be inserted in Microsoft Office 2007 or higher (both Windows and Mac versions). The document should be saved with **\*.docx** extension.

To insert an Equation field click on the **Insert** tab and in the **Symbols** group, click the **Equation** button  or simply try keyboard shortcut “**RightAlt + =**” (sometimes this key combination can be reserved and might not work). Then you should get a field with blurred text “Type equation here.” inside.

You can simply type your text there or insert Symbols or Structures from **Design** tab when needed. You should find all the structures needed inside this tab or be able to create one by combining others.

However, this short guide is intended to review some convenient functionalities of this tool.

If You need to write a fraction , just write “a/b” and press Space.

If You need to use superscripts or subscripts, like this , write “a\_i^2” and press Space.

If You want to use parentheses correctly, like this , write “()” and press Space. Result - parentheses group . Now You can write anything inside it as big as Eq. 3.

|  |  |
| --- | --- |
|  | (3) |

In case you use Greek letters a lot, try writing any letter in the Equation field like this “\gamma” and press space, the upper case can be obtained by starting with Capitalized first letter like this “\Gamma” = . The same works with “\alpha”, “\beta”, “\delta” and other symbols.

**Appendix 2 (Bold, Numbered)**

**Multiple illustrations**

If there is a need to display more than one figure, use a table as shown in Fig. 2.

|  |  |
| --- | --- |
| a) | b) |

**(9 pt, Bold) Fig. 2.** (Regular) Multiple illustrations a) and b) should be placed in tables with no borders.