

## INSTRUCTIONS FOR AUTHORS

"**MANUFACTURING OF POLYMERS**" is a scientific and technical journal; it publishes peer-reviewed articles in the field of wider issues of polymeric materials, their processing and treatment as well as the machines, tools and equipment for processing. The journal also publishes information related to the industry of polymers in organizational, marketing, market, and economic aspects.

### **The content**

For the journal, one can submit articles that are the result of original research and scientific works and reviewed articles. The content presented in the article submitted for publication in the journal should correspond to the contemporary state of knowledge; the article should be compact and transparent. The material submitted for publication should be original with particular emphasis on clear and logical order, maintaining an appropriate scientific level coupled with an accessible presentation of the content. It can not violate the law on copyright and related laws, the Law on Industrial Property and good conduct.

Concepts and terms used in this publication should meet the accuracy standards of terminology and the units used should conform to the SI structure (Système International d'Unités).

The article submitted for publication should consist of:

- the full name of the author (or authors), information on the location of their work and contact e-mail address, the first of these authors is treated as the Principal author,
- the title in Polish and in English,
- summaries in Polish and English (not exceeding 150 words)
- keywords in English and in Polish (at least 3, not more than 5)
- text of the article,
- illustration in the form of drawings, diagrams, graphs, or photographs with descriptions in English and in Polish,
- a list of literature cited in this publication.

### **Formal requirements**

Author / authors should submit the article to the editor in electronic form, by e-mail or traditional mail on CD / DVD. In both cases, they should send the name and surname of the

author and their contact address. In case of more authors, the name and contact address of the main author should be provided.

The text of the article should be made in the format "doc" or "docx" and written in Times New Roman font size 12 in A4 format with 1.5 line spacing. The text must be adjusted or align with the left and right margins assuming: 1 cm right, 3 cm left. The volume of a single article should not exceed 10 pages. If the article is longer than 10 pages it may be divided into parts printed in consecutive issues of "Manufacturing of Polymers".

It is recommended to divide articles into parts which each bearing a subtitle. Each paragraph should begin indented 1.25 cm.

The text does not use underlining, words with increased distance between the letters (the so-called. "Exploded printing") or a different font than afore mentioned. Abbreviation or acronym used in the text should be developed in brackets if they are not obvious. Formulas, equations, illustrations, and tables are placed in the text according to the following rules:

- Mathematical formulas can be submitted using the equation editor compatible with the format of the document (not allowed to insert mathematical equations in the form of so-called. "Images"), the mathematical formula should always give an explanation of the symbols.
- Chemical formulas and equations are recommended to perform with an appropriate editor compatible with the format of the document. Both the mathematical and chemical formulas should be marked with subsequent Arabic numerals in brackets on the right side of the formula. The Greek alphabet is allowed in mathematical and chemical formulas.
- Drawings, diagrams, charts and photographs should be indicated as "Fig." and marked with subsequent Arabic numerals. They should be of such size to be readable, no less than 300 x 420 pixels in "jpg", "bmp" or "png", they can be monochrome or colour in RGB. They should be marked in the text in brackets with consecutive Arabic numerals, also brought out to the left margin. It is required to attach these drawings as separate files in an electronic form to article.

In the case of graphs, they are allowed to be presented a compatible format with the format of the document and in the format of the corresponding drawings ("jpg", "bmp",

"png") In the second case, the name of the program with which the drawings were created should be mentioned.

- Tables should be signed as "Tab." along with subsequent Arabic numerals.

Drawing and tables should be listed on separate pages with their numbers, titles, and information about their source, if they have been taken from other sources.

The article submitted for publishing should end with a complete numbered list of the literature used and cited in the article in order of appearance in the text. The numbers of the quoted texts should be placed in square brackets, e.g. [2, 4, 8] or [3 ÷ 9].

In the case of citations from books the following information should be provided in the same order:

- the name of the author (authors' names), initial of the name (initials), in the case of a collective work the surname of the editor should be given, followed by the initial of the name, the information "collective work edited under ....."
- the full title of the work in the original (in italics),
- the name of the publisher, place and year of publication, page number (page numbers) on which the information is cited.

In cases citation of journals, the following information should be given in the following order:

- the main author's surname, initial of the name of the main author, co-author or postscript "and others" in the case of more than three authors,
- title of the original article (in italics),
- the title of the journal and year of publication, no. of the volume, no. of the booklet, page numbers on which the article is.

In the case of patent citations the following information should be given in the following order:

- the name of the creator (the names of contributors), initial (initials) of the first name(s),
- the word "patent" or "patent application", the title of the patent or patent application in the original (in italics),
- the country and the number of the patent or patent application, the year of notification or provided protection.

In the case of article citations from web pages the following information should be given in order:

- the surname of the author (authors'), initial of the name (initials)
- the title of the original article (in italics),
- the address of websites, where the article is, the date (day, month and year) of use of the article.

As far as possible, all publications should be described DOI number. Materials and information in advertising or for advertising should not be treated as literature sources

## **General Notes**

By submitting an article for publication the author declares that it was not and will not be published in the same form in another journal.

The author is responsible for the content of the submitted article and originality. By submitting an article for publication the author also states, that article does not infringe any copyright and intellectual property rights of third parties. The principal author further states that the rights of co-authors of the article are respected.

Each article is subjected to review and after obtaining a favourable opinion of the reviewer or reviewers will be published. The reviewer's comments are forwarded to the author, who is asked to respond to them. Editors reserve the right to editorial publications of submitted texts, making cuts, making the necessary changes in terminology, correcting manifested errors, as well as supplementing the list of references.