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# **Keywords:** Keywords must be separated by commas

# **Typefont, typesize and spacing**

Use Verdana 10 point size, and 13 point line spacing. Use this type except for parameters in mathematics (not for log, sin, cos, ln, max., d (in dx), etc.), Latin names of species and genera in botany and zoology and the titles of journals and books which should all be in italics.

Never use bold, except to denote vectors in mathematics. Never underline any text. Use the small font (9 points) for tables, figure captions and the references. Both tables and figures must be individually numbered.

Never use letter-spacing and never use more than one space after each other. The overall length of the abstract, including illustrations, tables, and references, be limited to 2 pages.

# **Preferences, symbols and units**

Consistency of style is very important. Note the spacing, punctuation and caps in all the examples below.

1. *References in the text:* Figure 1, Figures 2-4, 6, 8a, b (not abbreviated)
2. *References between parentheses:* (Fig. 1), (Figs 2-4, 6, 8a, b) (abbreviated)
3. Author & Author (1989) *instead of* Author and Author (1989)
4. (Author 1989a, b, Author & Author 1987) *instead* *of* (Author, 1989a,b; Author and Author, 1987)
5. (Author et al. 1989) *instead of* (Author, Author & Author 1989)
6. *Use the following style:* (Author, in press); (Author, in prep.); (Author, unpubl.); (Author, pers. comm.)

Always use the official SI notations:

# **Tables**

Locate tables close to the first reference to them in the text and number them consecutively. Avoid abbreviations in column headings. Indicate units in the line immediately below the heading. Explanations should be given at the foot of the table, not within the table itself. Use only horizontal rules: One above and one below the column headings and one at the foot of the table (Table rule tag: Use the Shift-minus key to actually type the rule exactly where you want it). For simple tables use the tab key and not the table option. Type all text in tables in small type: 9 points.

Table 1. Table caption exemple.

|  |  |  |
| --- | --- | --- |
| **Flexural Strength**  **(psi)** | **Electric Conductivity**  **(S/cm)** | **Specific Weight**  **(g/cm3)** |
| >1730 | 80 | 1,27 |
| <1200 | 50 | 0,65 |
| =1200 | 50 | 0,65 |

# **Photographs and figures**

Number figures consecutively in the order in which reference is made to them in the text, making no dis­tinction between diagrams and photographs.

Figures, photographs, etc. can be in black/white or full color. Please insert the high resolution figures in the word file. Leave about two lines of space between the actual text and figure (including caption). Never place any text next to a figure. Leave this space blank. The most convenient place for placing figures is at the top or bottom of the page. Avoid placing text between figures as readers might not notice the text. Keep figures as simple as possible. Avoid excessive notes and designations.

# **Equations**

Use the equation editor of the selected word processing programme. Number equations consecutively and place the number with the tab key at the end of the line, between parentheses. Refer to equations by these numbers. See for example Equation 1 below:

From the above we note that sin θ = (x + y)z or:

 (1)

where ca = interface adhesion; δ = friction angle at interface; and k1 = shear stiffness number.

Do not use the equation editor between text on same line.

# **References**

All of the cited literature should appear in this section, in alphabetic order, by author.

If some reference was not actually mentioned in the paper, then it should not be included. Authors should consult the APA Sixth Edition format in order to format correctly all references.

Some examples:

* Citing an article

Poniewozik, J. (2000,November). TV makes a too close call. *Times, 20*, 70-71. DOI: [10.15476/dona.v83n197.54590](http://doi.org/10.15446/dyna.v83n197.57590)

* Citing a book

Pollan, M. (2006). *The omnivore’s dilemma.* New York, NY: Penguin Group

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Milton, J. (1667). Paradise lost: Book I. *Poetry Foundation.* Retrieved from <http://www.poetryfoundation.org/archive/poem.html?id=174002>