

GUIDE FOR AUTHORS

The Journal of the University of Chemical Technology and Metallurgy publishes original research in the field of chemical technology and metallurgy, chemical engineering, biotechnology, industrial automation, environmental protection and natural sciences. The following topics are used to identify articles published in the *Journal of the University of Chemical Technology and Metallurgy*:

Organic Synthesis and Fuels; Polymer Engineering; Textile and Leather; Cellulose, Paper and Polygraphy; Inorganic and Electrochemical Productions;

Physical Metallurgy; Metallurgy of Iron and Casting; Metallurgy of Non-ferrous and Semiconducting Compounds; Technology of Silicates;

Chemical Engineering; Automation of Industry; Information Technology; Biotechnology; Economics and Management of Industry; Sustainable Development and Environmental Protection;

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Inorganic Chemistry; Organic Chemistry; Analytical Chemistry; Physical Chemistry;

Management of the Education Quality.

The Journal of the University of Chemical Technology and Metallurgy publishes regular articles, reviews (by invitation only), short communications, letters to the editor, and book reviews. The main distinction between regular articles and short communications is that the latter may be shorter. Letters to the editor provide accelerated publication of very brief accounts of experimental findings, theoretical developments, or comments on previously published work.

The experimental, theoretical and numerical procedures must be clearly described.

Submission of Manuscripts

Papers should be submitted to the Editor-in-Chief Bogdana Koumanova at the following address:

University of Chemical Technology and Metallurgy
8 Kliment Ohridski Blvd., Sofia 1756, Bulgaria
(for the Journal of UCTM)

Authors could submit their papers also electronically to e-mail: journal@uctm.edu.

Submission of a manuscript implies it is not being simultaneously considered for publication elsewhere and that the authors have obtained the necessary authority for publication.

All papers will be independently refereed.

Language

All papers submitted to the journal should be written in good English. Authors are encouraged to have their paper checked before submission for grammar and clarity. Authors (only Bulgarians) should present a copy in Bulgarian language too.

Manuscript preparation

General: Two copies (for Bulgarians - two in English and one in Bulgarian) should be provided in double-space typing on numbered pages of uniform size. A font size of 12 pt is required. The name, complete postal address, telephone number, fax number and e-mail address of the corresponding author should be given on the first page of the manuscript. Full postal addresses must be given for all co-authors. The Editor reserves the right to adjust style to certain standards of uniformity.

Paper length: Research papers should not exceed 10 pages (8000 words). Communications must not exceed 4 printed pages and will be given priority for rapid publication. Word counts include text, references, figures and tables. The number of figures and/or tables should not exceed eight. Editor may allow longer papers of significance and originality. Every manuscript should include: Abstract, Introduction, Experimental, Results and Discussion, Conclusions, References.

Abstract: The Abstract summarizes the main findings of the paper in 100 to 250 words. After the abstract a list of up to 6 keywords that will be useful for indexing or searching should be included.

The Introduction should be as concise as possible, without subheadings. Special attention must be paid on the latest literature sources.

The Experimental section should be sufficiently detailed to enable the experiments to be reproduced. A reference to the widely used standard methods should be

given. Methods in detail should be given only if they represent a new approach. Manufacturers' names and model numbers for the equipment used are usually desirable.

Results and Discussion may be organized into sub-headings. Figures and tables should not be included into the text. The notes should be given at their suitable places.

Acknowledgements when needed should be brief and should precede the references.

References should be cited in the text by an Arabic numeral in square brackets, listed numerically and typed double-spaced on a separate sheet at the end of the paper. References should be arranged in the order in which they appear in the text. Journal titles should be abbreviated according to the latest Chemical Abstracts Service Source Index. Only articles that have been published or are in press should be included in the references. Unpublished results should be cited as such in the text. References in non-English language should be transcribed in Latin letters. In the reference list, the styling, punctuation and capitalization should be as follows:

For journals:

1. F. Caturla, M.J.M. Martin, S. Molina, R.F. Rodrigues, F. Torregrosa, J. Colloid Interface Sci., **124**, 1988, 528-534.

For books:

2. J.M. Bailey, D.F. Ollis, Biochemical Engineering Fundamentals, 2nd edn., McGraw-Hill Inc., N.Y., 1986.

For edited books:

3. F.W. Cooke, J.E. Lemons, B.D. Ratner, in: B.D. Ratner, A.S. Hoffman, F.J. Schoen, J.E. Lemons (Eds.), Biomaterials Science, Academic Press, San Diego, 1996, p. 11.

For conference proceedings, symposia, etc.:

4. H.J. Fissan, H. Franzen, C. Helsper, in: M.M. Benarie (Ed.), Atmospheric Pollution, 1978, Proc. 13th Int. Colloq., Paris, France, 1978, Elsevier, Amsterdam, 1978, pp.263-266.

Formulae should be typewritten (Equation Editor) with ample space around them. The meanings of all symbols have to be given immediately after the equation in which they are first used. Equations should be sequentially numbered (on the right side of the equation and in parentheses). Subscripts and superscripts should be clearly indi-

cated. Greek letters and other non-Latin symbols should be typed using Times New Roman Gr and Symbols.

Units should be given in SI system. They should be in the form, e.g. g cm⁻¹ rather than g/cm.

Figures should be numbered consecutively with Arabic numerals. All figures should be supplied on separate sheets. All illustrations must be readable when reduced to a width of 75 mm (single column figure) or 160 mm (double column figure). Photographs, charts and diagrams are all to be referred to as "Figure(s)" and should be numbered consecutively in the order to which they are referred. They should accompany the manuscript, but should not be included within the text. All illustrations should be clearly marked with the figure number. Figure captions should be typed double-spaced on a separate sheet. Figures should not include text. Lines should be black, of an adequate thickness (around 1 pt) and curves should be smooth. Because of technical complications that can arise in converting colour figures to "gray scale", please submit black-and-white files. Graphic files should be in TIFF or JPG with resolution not less than 300 dpi.

Tables should be numbered consecutively with Arabic numerals in the order of appearance in the text. Each table should be given on separate sheet with a short descriptive title directly above it, with essential footnotes below.

Two identical copies of the manuscript in English and one in Bulgarian with a set of original illustrations and a disk must be submitted. The file with the paper should be written in double-density or High density 3.3" disk formatted for IBM PC compatibles. The paper should be prepared by word processor MS Word 6.00 or higher with true-type font Times New Roman size 12 with double line spacing. The disk format, word processor format, file names, the title and the authors must be indicated on the disk.

Experts advising the Editor will review all papers. Authors make the revision of proofs before printing. They will receive the electronic form of the paper. Manuscripts of papers submitted to the journal will not be sent back to the authors.