

Please, read carefully these guidelines for PAPER writing.

GUIDELINES FOR PAPERS:

Manuscript Requirements:

The author should send the paper in e-mail **cartography@abv.bg** in **MS Word for Windows format (.doc)**. The paper should not exceed **3MB** in size.

Margins: left and right – 20 mm, top and bottom - 25 mm, no footer

Font: Times New Roman

Number of pages: max 10 pages, unnumbered

All cited references must be completed.

Structure of paper:

Title: capital letters, font size - 16 pt; Bold, Center

Followed by a two-line spacing, size 12pt.

Name of authors: font size - 14 pt, Bold, Center (without degrees);

Authors' names should be in one line followed by a line escape.

Affiliations: font size - 12 pt;

Include data for the authors at the end of the abstract as follows:

⇒ degrees, name, family name;

⇒ work place;

⇒ address for contact;

⇒ telephone, fax number, e-mail.

Abstract - font size - 10 pt, Italic, Bold.

Text of Abstract: max. 150 words, 10 pt, Italic, Single line spacing. Two lines spacing at the end of the text, 10pt, to proceed with the paper.

Keywords - font size - 10 pt, Italic, Bold

Text of paper:

The main body of the paper in Times New Roman 10pt, Normal. Upper and lower case letters. Left justified. Single line spacing text, with single line spacing between paragraphs, 10pt.

1. HEADINGS:

Major headings or section headings are to be left aligned, not underlined, in capital letters, bold and 11pt. After the main heading and before the text (1) space 11 pt.

2. Subheadings:

Subheadings are to be left aligned, not underlined, in bold, upper and lower case letters, 11pt. After the subheading and before the text (1) space 11 pt.

3. Sub subheadings:

Sub subheadings are to be in bold italic, upper and lower case letters, in 11pt. After the sub subheading and before the text (1) space 11 pt.

Illustrations, figures:

Please, include all the illustrations as a part of the Word document. All captions should be typed in upper and lower case letters 10 pt. Italic, Center directly beneath the illustration. Neither bold nor underlined. Use single spacing if they use more than one line. All captions are to be preceded by a reference number, e.g. *Figure 1. Illustration*

Tables: Tables should be produced directly within the text. Captions 10 pt., Italic, Right Justified, above the table, e.g. *Table 1. Figure*

Equations: Equations should be numbered consecutively throughout the paper. Leave two blank lines before and after equations.

Symbols and Units: Use the SI (Systeme Internationale) Units and Symbols. Unusual characters or symbols should be explained in a list of nomenclature.

References: Font should be Times New Roman 9pt, Normal. Upper and lower case letters. Left justified. Single line spacing. Single column format.

Biography of authors and photos:

The text of the biography will be 150 words maximum for every author. Times New Roman 10pt. Upper and lower case letters. Left justified. Single line spacing. Single column format. The author(s) can include a photo in size 3 x 2 sm. Please use the simple table structure for your photo, detailed affiliation and the biography.