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| UT_R_GRI |  TECHNICAL UNIVERSITY OF CLUJ-NAPOCA |
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**INSTRUCTIONS FOR AUTHORS AND SAMPLE PAPER**
**(14 PT, BOLD, CAPITAL LETTERS, CENTERED.)**
**¶** (12 pt)
**Firstname1 SURNAME1, Firstname2 SURNAME2** **(12, pt bold)**

¶ (12 pt)

¶ (12 pt)

***Abstract:*** *Abstract should have at least 100 and less than 120 words (10 pt, italic) and be a self-contained summary of the full paper. The abstract must be written in a single paragraph. In the abstract, the authors should point out the following: the paper purpose, the research topic opportunity – the problem to be solved, the used method, the results, and brief conclusions. Author names and affiliations should be avoided during all the reviewing process. The authors should make a reasonable effort not to reveal their identity and affiliation in the pdf file. The author's prior work should be referred to in the third person. All papers will undergo twice for double-blind review. Submissions not following the required format may be rejected without review*.

***Key words:*** *List 5-8 keywords. (10 pt, italic).*

¶ (12 pt)

**1. INTRODUCTION (12 PT, CAPITALS, BOLD)**

¶ (12pt)

(12 pt, normal) The paper has to be written in **English**. Its contents should be structured in the following way: problem description, application field, research stages, methods used, results, further research, conclusions, and references.

 The paper has to offer the answers for the following questions: description of the problem, what is done by other people, what the authors did, what is new, what is my contribution?

 ¶ (12pt)

**2. INFORMATION**

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**2.1 Page layout (12 pt, bold)**

* Use A4 format (210 x 297 mm)
* Margins: Top - 2,5 cm,

 Bottom, Left – 2,5 cm, Right – 1,5 cm .

 Header - 2,1 cm; Footer - 1,25 cm.

* 2 columns, column distance 7 mm.
* The text should be written on one side of the page only.
* The paper has to be written in WINWORD format.
* Paragraphs: alignment - justified, line spacing – single.
* Fonts
* Font style: Times New Romans.
* Font size for:

paper title: 12 pt bold, capital letters;

author's name(s): 12 pt bold;

abstract : 10 pt, *italic, single column*

key words: 10 pt, italic;

chapter titles: 12 pt bold, capital letters;

subtitles: 12 pt bold, numbered, left

aligned, upper and lower case;

text: 12 pt.; regular,

* Tab stop position: 5 mm.
* The paper must have exactly six or eight A4 pages. Use the whole space!
* Print (pictures) with 300 dpi or more.
* No heading at the bottom of a column, without minimum 2 rows of subsequent text (else, push the headings up to the top of the next column).
* Use the maximum area for text.



**Fig. 13.** Title of figure, center aligned.(10pt)

¶ (12pt)

**3. FIGURES**

¶ (12pt)

Figures have to be made in high quality, which is suitable for reproduction and print. Place figures (center aligned) at the top or bottom of a column wherever possible, as close as possible to their first reference in the paper. Figures larger than the column width can be placed on the whole width of the page but only at the beginning or end of page. The text inside the figures and notations has to be 12 pt. Figure number - 10 pt, bold, centered aligned, followed by figure title- 10 pt, regular.

¶ (12pt)

**3.1 Language, Stile Spelling**

* Accepted languages are: English, French or German
* Use common technical terms.
* Use concise and intelligible phrases.
* Use Spelling.
* The editor’s requirements impose to consult a translator or professor.

¶ (12pt)

**3.2 Soft copy**

**• Draft paper submission -** editable files including authors should be sent only by email to**imanee@tuiasi.ro****.** Please use the Family Name, First Name of first author to identify your soft-copy, you can add the submission number from EasyChair at the end (e.g. **Family\_FirstName28.doc**).

* Draft paper submission on EASY CHAIR should be done as PDF file ***without*** authors and affiliation.
* All papers will undergo twice for double-blind review. On Easy Chair authors must overwrite the abstract file, by uploading the full paper as a new version of the submission. Please do not make a new submission for the same proposal.
* **If you do not manage to overwrite your pdf file, do please send us both files (doc/docx with authors included and pdf without authors) by email at** **imanee@tuiasi.ro****.**
* The authors should make a reasonable effort not to reveal their identity and affiliation in PDF FILE. The author's prior work should be referred to in the third person. All papers will undergo twice for double-blind review.
* **Length of the paper:** paper should be of at least 6 (six) pages and no more than 8 (eight) pages.

*Table 1*

**Title of table - center aligned and justified, 10 point, bold.**

|  |  |  |  |
| --- | --- | --- | --- |
| Column 1 | **Column 2** | **Column 3** |  **Column 4** |
| Row 1 |  4,83 |  5,85 |  7,10 |
| Row 2 |  4,87 |  5,27 |  5,73 |
| Row 3 |  4,12 |  4,99 |  6,06 |
| Row 4 |  14,81 |  16,16 |  17,65 |

**3.3 Mail**

Protect your paper and especially your disk from damages during mail.

¶ (12pt)

**4. TABLES**

¶ (12pt)

Table number - 10 pt, italic, right aligned, table title and content - 10 pt, bold, centered.

**5. EQUATIONS**

¶ (12pt)

Equations will be centered and numbered consecutively (right aligned). Use the equation editor only.

¶ (12pt)

 . (1)

¶ (12pt)

**6. REFERRING**

¶ (12pt)

When a publication is mentioned in the text, enclose its number in brackets (Ex. [1] or [3]).

¶ (12pt)

¶ (12pt)

**7. CONCLUSION**

¶ (12pt)

Please read the instructions carefully and prepare the paper exactly according to the instructions. Full paper submissions not following the required format may be rejected without review.

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**8. REFERENCES**

¶ (12pt)

References have to include whole Family Name and the first letter of the First name. All references will be directly cited in the body of the paper by its number.

[1] Name11, F11., Name12, F12.*. Name of the article in Italics*, Publisher, ISSN/ISBN, Place of Publication, year.

[2] Name21, F21., *Name of the article in italics,* Proceedings of the conference, Editor Name (Ed.), pp. 14-17, ISBN, conference location, month and year, Publisher, City

[3] Name21, F21., *Name of the article in italics,* http://www.nameofwebpage

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**Title and abstract in Romanian** (10 pt)

For the papers with foreign authors (none from Romanian institutions), this abstract will be translated by the organizing committee before publishing. Do please consider this Romanian version of the abstract (100 and less than 120 words) included in the maximum length of the full paper.

¶ (12pt)

**First author’s First Name Family Name,** Title, Position, Institution, Name of Department, E-mail, Office Phone, Home Address., Home Phone. The same for all authors.