|  |  |
| --- | --- |
|  |  TECHNICAL UNIVERSITY OF CLUJ-NAPOCA |
|  |
|  **ACTA TECHNICA NAPOCENSIS** **Series: Applied Mathematics, Mechanics, and Engineering** **Vol. XX, Issue xx, Month, 20xx** |
|  |
|  |
|  |

**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 of 50-120 words (10 pt, italic)* *The file with the instructions is available on the ICEGD2007 web page*   .

***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**

¶ (12pt)

**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 **four, six, or ten** **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**

Use the Name, surname of first author to identify your soft-copy, if you have more papers, you note your account number, e.g. **nam\_surname1.doc** (for the first). The outside label on the diskette has to include the **Author(s) Name(s), Title of paper,** and **Date**. Save only one paper file on a diskette.

* Check the diskette(s) for viruses.

*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)

If you read the instructions carefully and prepare the paper exactly according to the instructions, you may have a pleasant and successful attendance in our review until 30.01, 30.04, 30.07, 30.09 each year.

¶ (12pt)

¶ (12pt)

**8. REFERENCES**

¶ (12pt)

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

[1] Name11, S11., Name12, S12.*. Name of the article in Italics*, Publisher, ISSN/ISBN, Place of Publication, year.

[2] Name21, S21., *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, S21., *Name of the article in italics,* http://www.nameofwebpage

¶ (12pt)

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

¶ (12pt)

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