

PAPER FORMATTING INSTRUCTIONS FOR AUTHORS

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Abstract

Following you will find guidelines for the layout and style of your paper we would like to obtain from you. The paper text has to be submitted in English. Each paper must have a clear and fully descriptive abstract. The abstract should have approx. 300 words but minimally 100 words. Please type it in 1.2 spacing and 10-point font for the text.

11-point bold type for the paper name and a 11-point font for the author's name and 10 point for his/her company in 1 spacing. Please use the Nimbus Sans L or Arial font (or other similar), 20 mm edges on all sides of the A4 format. Behind the paper name, complete data on the authors including their affiliation and an e-mail address should be given.

Keywords: instructions, paper, formatting, GIS Ostrava 2014

CHAPTER

It is recommended to use 1.2 line spacing. However, when using more complicated mathematical formulas, it is necessary to extend slightly the space between lines so that the upper and lower index fonts are legible. The text should be typed in such a way to complete the given frame entirely. There are only two exceptions from this rule: (i) do not start to type the new chapter name on the last line, (ii) you may exceed the frame only by one line at the bottom, to complete a paragraph.

USE THE ITALIC (AND/OR UPPER CASE LETTERS) TO HIGHLIGHT SOME TEXT ONLY.

The body of the paper can be split into chapters and sections.

Section

The proceedings will be published in an electronic copy and in a soft copy (book with a B5 size). Formatting and typesetting of the book require an editable format of papers, thus ODT or DOC formats are required. Please *do not use DOCX* format (we have registered problems with this format).

TABLES AND ILLUSTRATIONS

It is recommended to place tables and illustrations into the text, on the page with the first notice or reference, if possible. In case of a table, leave two empty lines, type Table 1. (Fig 1.), the name of a table on a new line, then leave one more line and place a table. If the table is too long, on the following page you must repeat its number again, together with headings for individual columns.

Illustrations should be originals and should be drawn in a clear and legible way. Scanned illustrations should be adjusted, taking into consideration the black-and-white print of the Conference Book.

A number and text should be typed under the illustration. Small illustrations can be placed beside one another. Descriptions for illustrations should be clear and legible.

EQUATIONS

Equations should be flush-left with the text margin, the same as the first line of a paragraph. Please insert formula in a form of figure.

Using a slash (/) in equations is not desirable, though it is possible to use it on a text line. Physical quantities must be typed according to the valid standards.

All contents of this template are formatted as required for your papers, i.e. they serve as an example which you can directly use. We recommend using this template, for which the printing areas, headings, font sizes, etc. have been set up.

STYLES

Use only the styles prepared for this template:

- **PAPER TITLE** - title of your paper, Nimbus Sans L or Arial (or other similar font), bold, 11 points, upper case, centred, space before 6, space after 12
- **Authors** – names of authors (degrees at your discretion, names without degrees are preferred, it makes them easier to read), Nimbus Sans L or Arial (or other similar font), 11 points, centred
- **Institution** – addresses of author's places of work, Nimbus Sans L or Arial (or other similar font), 10 points, centred
- *E-mail* – e-mail addresses of authors, or web pages, Nimbus Sans L or Arial (or other similar font), 10 points, italic, centred
- **Abstract heading**– for a heading of abstract, Nimbus Sans L or Arial (or other similar font), 10 points
- **Abstract text** - Nimbus Sans L or Arial (or other similar font), 10 points, space before 6, space after 0,
- **Keywords** – several keywords (usually 3-8), Nimbus Sans L or Arial (or other similar font), bold, 10 points,
- **CHAPTER HEADING** – heading of a chapter, Nimbus Sans L or Arial (or other similar font), bold, 10 points, upper case, space before 18 pt, space after 0 pt
- **Section heading** – heading of a section within a chapter, Nimbus Sans L or Arial (or other similar font), bold, 10 points, space before 12pt , space after 0 pt
- **Text of paper** – the text of a paper, Nimbus Sans L or Arial (or other similar font), 10 points, space before 6 pt, space after 0 pt.
- **Figure caption** - Nimbus Sans L or Arial (or other similar font), 10 points, centred, starts with identification of a figure in bold (**Fig. 1**),
- **Table caption** - Nimbus Sans L or Arial (or other similar font), 10 points, centred, starts with identification of a table in bold (**Table. 1**),
- **Table heading** - Nimbus Sans L or Arial (or other similar font), 10 points, bold
- **Table content** - Nimbus Sans L or Arial (or other similar font), 10 points
- **Reference item** - Nimbus Sans L or Arial (or other similar font), 10 points, indent 18 pt, first row indent -18 pt

If you would like to change style or add your own style, please consult this on gisostrava@vsb.cz. Use italics to highlight the text, not bold font. Do not indent from the left a paragraph following an empty line or heading, indent the others. You can use lists or ordered lists.

EXAMPLES

Sentence 1. Text of a mathematical sentence preceded by a bold numbered heading. The text of the sentence itself is in italics. Similarly put definitions, lemmata, implications, etc.

Proof. Proof of a sentence (titled in italics) ended with a square. □

Figures and tables shall be centred. Formulas and equations should be on the left side. If a formula has to be marked, use bold numbering on the right in thin parentheses (justify using an invisible table, see the example).

$$x = y + 3x \quad (1)$$

To make formulas, we recommend to insert formula as a figure. If the equation is simple enough it can be written directly as a text.

Format figures and tables according to the following examples.



Fig. 1. Figure caption

Table 1. Table caption (positioned 1 line above the table).

Heading type	Example	Style
Title	Example of use ...	Paper heading
Chapter	Instructions for Authors	Chapter heading
Section	Styles	Section heading
Paragraph	Paragraphs If you want	Text of paper + bold
	...	
Note	Note. Notes ...	Text of paper + italics

The table shall be defined by bold lines on the top and bottom, under a heading by a thin horizontal line; in other places (if possible) do not use horizontal or vertical lines.

Use a non-proportional font (for example Courier New) size 9 to list the source code of the program/algorithm.

REFERENCES

The accuracy of the references is the author's responsibility. Only published articles or reports readily accessible in the general literature should be cited. It must reflect a good knowledge about the "state of the art" of research in the field of study. The references should be sorted in alphabetical order. Where there are more than 10 contributing authors please list only the first author and use "et al." The following format for references should be followed:

IF YOU ARE NOT SURE HOW TO FORMAT OR CITE REFERENCES OR YOU HAVE ANY OTHER DOUBTS ABOUT HOW TO FORMAT THE PAPER, YOU CAN VISIT PROCEEDINGS FROM GIS OSTRAVA 2012 TO OBTAIN CORRECT EXAMPLES.

Journal article:

Galton, A. (1992) Logic as a formal method. *Comp. J.*, 35, 431-440.

(authors, year, title of paper, title of journal*, volume number, page numbers)

It is necessary to use the official abbreviations of journals

Book:

Hogger, C. (1990) *Essentials of Logic Programming*. Clarendon Press, Oxford. (authors, year, title of book, publisher, publisher location)

Chapter in monographs:

Harel, D. (1984) Dynamic logic. In: Gabbay, D. and Guenther, F. (eds), Handbook of Philosophical Logic. D. Reidel, Dordrecht.

(authors, year, title of chapter, editors, title of book, publisher, publisher location)

Conference paper:

Crochemore, M. and Verin, R. (1997) Direct construction of compact directed acyclic word graphs. Proceedings of CPM 97, Cambridge, MA, 12-14 August, Springer-Verlag, Berlin, pp. 192-211.

(authors, year, title, title of conference, place of conference, date of conference, publisher, publisher location, page numbers in proceedings)

Lindelöw, A. and Schroeder, L. M. (2001) Attack dynamic of the spruce bark beetle (*Ips typographus* L.) within and outside unmanaged and managed spruce stands after a stormfelling. In: Knížek, M. (ed.), Methodology of Forest Insect and Disease Survey in Central Europe. Proceedings of the IUFRO WP 7.03.10 Workshop, Busteni, Romania. IUFRO–ICAS, Brasov, pp. 68–71.

(authors, year, title, editors, title of conference, place of conference, date of conference, publisher, publisher location, page numbers in proceedings)

Technical documents:

ITU-T. Z.500 (1997) Framework on formal methods in conformance testing. International Telecommunications Union, Geneva, Switzerland.

(document number, year, document title, publisher, publisher location)

Advance Access papers:

Rae, A. and Fidge, C. Information flow analysis for fail-secure devices. Advance Access published December 15, 2004, 10.1093/comjnl/bxh056.

Reference to a web page:

Author or institution. URL, or name of a page, date of citation.