Name Surname author 1[[1]](#footnote-1) Name Surname author 2

Company/Institution Company/Institution

E-mail address of author 1 E-mail address of author 2

Name Surname author 3

Company/Institution

E-mail address of author 3

**AUTHORS' INSTRUCTIONS FOR TECHNICAL PREPARATION OF THE PAPER**

**SUMMARY**

The purpose of these “Authors' instructions…” is to have the authors prepare their papers on a uniform basis with all the necessary sections: summary, key words, introduction, theme elaboration, figures, conclusions, references and other details.

Visually, papers should be as uniform as possible. Attention should therefore be paid to font type and size, spacing between sections and subsections, page margins, width and height of the text on the page and other details. **Use this text as a template for your paper.**

Key words: Paper, author’s instructions, referent paper

1. **PAPERS**
   1. **Submission of Paper**

One of the authors specified in the application of the paper should submit the paper in **Word (.docx) format** on web page of Journal [www.journalofenergy.com](http://www.journalofenergy.com)

The paper should comprise of the following: authors' names and names of the companies/ institutions, e-mails, **Title of the paper, summary** (about 10 lines), **key words** followed by an introduction, main body of the paper, conclusions and a list of references cited.

Do not change the font sizes or line spacing to squeeze more text into a page, as the length of the article is principally not limited. However, it is recommended that the manuscript counts up to eight thousand words without references, table and figure captions, and appendices. The longer manuscripts can cause delays in the review process.

* 1. **Acceptance of Papers**

Submitted papers are subject to peer review. Accepted papers will be published on web pages of Journal [www.journalofenergy.com](http://www.journalofenergy.com) .

1. **INSTRUCTION ON PAPER PREPARATION**
   1. **General**

Papers will be published in exactly the same form in which they were submitted by authors, which means that any mistakes will also be reproduced. The authors should therefore strictly observe these Instructions and type their papers according to uniform rules using the same format.

The text should be computer generated in **Century Schoolbook, size 12, normal**, with standard line spacing (single). Recommended text processor is **MS Office Word.**

The text should be **16.5 cm** wide and **24.5 cm** high. The left and right margins should be the same (**2.25 cm**), with top and bottom margins at **2.6 cm**.

The title page and all subsequent pages of the manuscript should be typed in such a manner that they fully match in size, spacing and position on the page the format of these Instructions, which also serve as a template.

* + 1. **First Page - Title Page**

**Author should not fill the text box in the header (paper number in the proceedings).**

The title page should begin with the authors’ names at **5.5 cm** from the upper paper margin.

Author’s name and surname, company name, e-mail, title of the paper, subtitles, and text should be typed in such a manner that the page fully matches the format of these Instructions.

When the paper is prepared by more than one author from the same company, the names and e-mail of authors should be written one below another with the company name specified in a new line at the end.

For authors from different companies, the company name should be written below the name and e-mail of the author, followed by the name of the next author and the name of his/her company.

**TITLE** **OF THE** **PAPER**

should be typed in uppercase letters (capitals), font size **12**, Bold. Do not underline! Place in the centre.

The word **SUMMARY** should be indented **1.25 cm** and typed in uppercase letters (capitals), fontsize **12**, Bold, without underlining.

The first line of the Summary as well as all new sections should be indented **1.25 cm**. Other lines should be typed without indents. **Font size 12, Normal**.

**Key words** should be written below the summary.

**Write the title, summary and key words** in English according to instructions for the English language.

You should start writing the **INTRODUCTION** on the title page only if at least 3 lines of text can be written below the word **INTRODUCTION**.

* + 1. **Second Page and Following Pages**

**SECTION TITLES** should be written in uppercase and **subtitles** in lowercase lettering. **Font size 12, Bold.** Do not underline!

Section numbers should be written at the left margin with titles and subtitles indented 1.25 cm.

New sections should be identified by an indented first line (1, 25 cm).

Page number should be placed in the margin below the text left/right at 1.67 cm from the bottom edge of the page.

* + 1. **Spacing**

Leave **3** blank lines between the author names and paper title. If there is more than one author, names of other authors should be written in two columns (see the Title page of these Instructions).

Leave **2** blank lines between the paper title and the summary heading.

Section and subsection titles should be separated by a **single** blank line.

Leave **2** blank lines between the final line of a section and the title of a new section.

Leave **2** blank lines between the final line of a subsection and a subtitle (level 1.1).

You should also leave **1** blank line between a subsection and a subtitle (level 1.1.1).

* 1. **Titles and Subtitles**

Section titles and subtitles should be numbered according to decimal classification as follows:

1. **SECTION TITLE**

**1.1 Second level section title**

**1.1.1. Third level section title**

* 1. **Equations, variables, measuring units**

Equations should be written using the graphic formula editor and should be placed in the centre of the line. Each equation should be identified with a number typed on the same line on the right text margin, e.g. (1).

|  |  |
| --- | --- |
|  | (1) |

where: *Θ* – object overtemperature over time *t*, *Θ*m – maximum overtemperature, *T* – thermal time constant of object.

The symbols used in equations should be defined, if not defined before in the text.

**Vertical characters** are used for writing of:

* numerals: 0, 1, –3,45; 10–3, 8760, … (also when the surrounding text is cursive)
* measuring units: m, kg, A, W, var, … (also when the surrounding text is cursive), separated from the numeric value by an non-breaking space: 12 m, 450 kg, 0,03 μs, 24 kA, 1500 var
* decimal prefixes are written using vertical characters: up to prefix k using lower case letters (kilo, 103, e.g. km), from prefix M using capitals (mega, 106, e.g. MW); consider the difference between d (deci, 10-1) and da (deca, 101) or m (mili, 10–3) from M (mega, 106)
* decimal prefixes written as lower case letters shall stay, irrespective of whether they are between capital letters and / or italics, example: NETWORK 400 kV IN SLAVONIA
* exceptionally, vertical lower case letters are used for writing reactive power measuring unit (var) and pressure measuring unit (bar), always written in nominative singular, regardless of gender
* Indexes, if they are numerals, characters or abbreviations that closely indicate measuring unit: *U*12, *I*2, *φ*3,... or *U*max, *I*k, *P*av, *X*0, *X*d, *X*i,1, ...
* Exponents, if they are numerals: *m*2, *U*2, 106, …
* signs of equality, addiction, subtraction, multiplication, bracing and rooting: =, ≤, ≈, +, –, ±, ×, ( ), [ ], { }, √
* Ludolf’s number (π), natural logarithm base (e), imaginary unit (i or j)
* abbreviations of mathematical functions: sin, arccos, ln, ∆,...
* the signs of the sum (Σ) and the product (Π), no space between numbers in general and the signs
* the signs of the percentage (%) and the per mille (‰), no space between numerals and the signs
* the differential equation dΦ / dt and the partial derivative ∂i / ∂t.
* the sign of the integral (as well as the differential sign with the subintegral function): *y* = ∫*x*3 dx

**Cursive** **characters** (Italic) are used for writing of:

* physical quantities: *ℓ, φ, m, U, I, Q,*…( also when the surrounding text is vertical)
* parameters: *a, b, m, n, k, I, j*,…
* indexes, if they are variables or parameters: *Uij, In,* ... where *i = i-*node*, j = j-*node*, n = n-*branch
* exponents, if they are variables or parameters: *mk, Un, 10k*… where *k, n = parameter*
* mathematical functions: *f*(*x*)*, φ*(*t*)*,* ...

**Additional notes:**

* decimal point and decimal comma are equally permissible but should be consistently applied throughout the paper
* signs +, -, ± in front of number with no space between sign and number
* example: *a*+j*b* = 2,5–j0,75, here *a* and *b* are parameters, 2,5 and –0,75 are numerals, respectively concrete values of parameters *a* and *b*
* physical quantities are written separately from the numeric value with a non-breaking space (<Ctrl> + <Shift> + <Space>) so that the written number and metric are in the same row.
* Symbols of complex units are usually written without space between the characters they form, like:

1 kWh = 3600 kWs = 3,6 MJ

* The measured value and measuring unit are written separately; the Celsius sign is written separately from the value (-25 ºC), and the angular degree is written close to value (45º).
  1. **Formatting Figures and Tables**

There must be an unequivocal correspondence between the physical quantities or formulas with the pictures, diagrams and tables in the text. The same sign must represent the same physical quantity consistently throughout the paper.

Figures and tables should be placed next to the corresponding text, centered. They can be either drawn using some graphic design software (Corel, Visio, AutoCAD and similar) or other software tool (e.g. Excel diagrams) or inserted as a scanned image (resolution 300 dpi minimum).

Illustrations, photographs and diagrams should be identified by Arabic numerals starting from 1, and tables by Roman numerals starting from I. Illustration numbers and headings should be written below the illustration, and table numbers and headings above the table. For example, “Figure 1. Croatian Electric Power System”.



Figure 1. Croatian Electric Power System

Figures can be drawings, photographs, diagrams, etc. Do not put borders around the figures. Avoid placing figures and tables before their first mention in the text. Do not start a section or a subsection with a figure or a table.

Table name and number should be written above the table. For example, “Table I. Turbine regulation model parameters”.

Table I. Turbine regulation model parameters

|  |  |  |
| --- | --- | --- |
| Parameter | Symbol | Value |
| governor time constant | *T*r (>0) | 6,400 |
| filter time constant | *T*f (>0) | 0,050 |
| Turbine gain | *A*T | 1,090 |

Figures numbers and headings should be centered below the figures, and table numbers and headings above the table.

In diagrams, use of yellow color should be avoided. In tables, shading of the cells should be avoided.

Photographs should be sharp and sufficiently contrasting.

It is necessary to equalize symbol fonts in text, tables, figures and formulas.

* 1. **References**

References are important to the reader; therefore, each citation must be complete and correct. Number reference citations consecutively in square brackets [1]. The sentence punctuation follows the brackets [2]. Multiple references [2], [3] are each numbered with separate brackets or in case of enumeration as [1-3]. Refer simply to the reference number, as in [3]. There is no editorial check on references; therefore, an incomplete or wrong reference will be published unless caught by a reviewer or discusser and will detract from the authority and value of the paper.

1. **IMPORTANT NOTE**

Please observe all of the above requirements and instructions in order to facilitate quicker and quality processing and publishing of your manuscripts.

Use this text as a template for your paper.

1. **CONCLUSION**

Thank you for your cooperation and contribution to the Journal of Energy.

1. **REFERENCE**

N1. Surname1, N2. Surname2, "Book title“, Edition, Public house, place, state, month, year

N1. Surname1, N2. Surname2, "Paper title“, Conference, Proceedings, place, state, month, year, pages or paper number

N1. Surname1, N2. Surname2, "Paper title“, Journal, number, pages from-to, month, year

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1. Statements expressed in the paper are author's own opinions, they are not binding for the company/institution in which author is employed nor they necessarily coincide with the official company/institution's positions. [↑](#footnote-ref-1)