

**Guidelines from the Editors**

Articles sent to the Editors should be formatted according to template.docx, and contain the following:

* the title in English and Polish,
* 4–6 keywords in English and Polish, helpful during search and indexation,
* the abstract in English and Polish, which should contain necessary information on the paper: objectives, material and methodology, main results and conclusions; the summary should not contain any quotations; the content should range between 200 and 400 words.
* the main text, in English, including the following sections: Introduction (containing the objective, study hypothesis and literature query), Materials (description of the applied data and the study area), Methods (description of the applied research methods), Results (presentation of results), Discussion, Conclusions or Summary and References (literature),
* tables in Microsoft Word, with the content in English and captions in English (Table 1) and Polish (Tabela 1); tables should be placed as close as possible to the paragraph where they were quoted for the first time; their width should not exceed 17 cm,
* figures with the English text and captions in English (Fig. 1) and Polish (Ryc. 1) placed as close as possible to the paragraph where they were quoted for the first time,
* literature (references) made in the Vancouver system,
* declaration about financial sources (funding statement),
* acknowledgements (optional) for all the support not mentioned in other parts of the paper and referring to the author’s contribution of financing, e.g., administrative or technical assistance.

**The text** of the paper should be in Times New Roman 12 pts, in ([template.docx](https://ojs.ejournals.eu/Geoinformatica-Polonica/libraryFiles/downloadPublic/79)) in Microsoft Word, italics and bold fonts can appear in the text, but underlining letters, words or sentences is not acceptable. The length of the article should range from 10 to 15 pages. All the words should be transliterated into the Latin alphabet.

The following rules should be obeyed while writing the text:

* do not put Enter at the end of the line if you don’t start a new paragraph,
* do not use indentations whether by tabulation or space,
* the paragraphs can be separated by one-line space,
* don’t hyphenate the words manually,
* don’t justify individual paragraphs with the space key,
* do not make spaces between letters in a word (e.g., t i t l e).

 **Figures, plots, maps and schemes** cannot be larger than: 17 cm wide and 19 cm high. Bitmaps written in gif, tiff, jpeg should have minimum 300 dpi resolution. The following formats are also acceptable: \*.CGM, \*.PCX, \*.CDR. The authors of publications are responsible for getting permission for publishing data, figures or photos, which are covered with copyrights.

**Units**. One should apply SI (International System of Units) units, e.g. m3·s–1 (and not m3/s). If possible, Imperial units, customary American units and other units should be converted into SI.

**Equations:** Equations should be editable by the editors – written in Microsoft or MathType. Equations should get subsequent numbers written in brackets, to the right.

**Symbols** of physical values in formulas and their quotations in the text should be written in italics, while algebraic symbols in a simple font.

## References

The list of literature should include minimum 10 items. It is recommended to quote literature important for the topic of the studies. Literature items should be transliterated into Latin alphabet.

References should be made according to numerical Vancouver system.

In this case literature should be numbered in order of the appearance in the text (including the captions of tables and legends of figures) and placed individually at the end of the manuscript, i.e., in the text, after the quotation, the number(s) should be put in square brackets. The number(s) in square brackets is a reference to concrete bibliography items in the list at the end of the paper, for example: …here is the quoted text [1,3-5] or …according to Kowalska [2]…

The list of literature should be according to the order of references in the text in the following way: the name(s) of the author(s), initials of names; year of publication, if there are more publications by the same author, the year of publication should be accompanied by letters a, b, c etc.; title of the paper; abbreviated name of the publisher and the place of publication, volume number, issue number and page numbers, for example:

Article.

Author 1, A.B.; Author 2, C.D. Title of the article. Abbreviated Journal Name Year, Volume, page range.

Chapter in a book.

Author 1, A.; Author 2, B. Title of the chapter. In Book Title, 2nd ed.; Editor 1, A., Editor 2, B., Eds.; Publisher: Publisher Location, Country, 2007; Volume 3, pp. 154–196.

Book.

Author 1, A.; Author 2, B. Book Title, 3rd ed.; Publisher: Publisher Location, Country, 2008; pp. 154–196.

Unpublished paper.

Author 1, A.B.; Author 2, C. Title of Unpublished Work. Abbreviated Journal Name year, phrase indicating stage of publication (submitted; accepted; in press).

Conference presentation.

Author 1, A.B.; Author 2, C.D.; Author 3, E.F. Title of Presentation. In Proceedings of the Name of the Conference, Location of Conference, Country, Date of Conference (Day Month Year).

Diploma thesis.

Author 1, A.B. Title of Thesis. Level of Thesis, Degree-Granting University, Location of University, Date of Completion.

Website.

Title of Site. Available online: URL (accessed on Day Month Year).

## Language correction, translation

The articles submitted to *Geoinformatica Polonica* should be written in correct and understandable English, and they can require only small language corrections before publication – the journal provides small language corrections by the language editor. There is also a possibility of translations of the submitted specialist articles from Polish into English and the corrections according to the comments of the Reviewers. In such a case please contact the language editor: awagner@agh.edu.pl.