



Instructions for Papers

Paper language, structure and volume

Paper should be written in English language.
Paper volume should be 5–10 A4 pages and 7-10 images.

Paper should have the following structure:

Title of paper,
Author's name(s), academic degree,
Information about the author's institution, its postal address and author's e-mail address,
Abstract (limited to 300 words),
Keywords. (should include 6–10 items),
Main text under headings finalized by conclusions,
Acknowledgments (if any),
List of references.

Please submit your paper in Microsoft WORD 97–2003 format.

Illustrations

Photo illustrations and other graphic material should be 300 dpi or higher resolution for best quality reproduction and they should be submitted for publication in separate Tiff (.tif) or Excel (.xls) files. Graphics, illustrations, tables and drawings must not be supplied together with the paper; they shall be saved as separate files.

The file name should be written in the following way: surname_ill 1.

Illustrations should be indicated in the text as follows: (see ill 1), (see ill 4-6).

Page format

The text should be written on a A4 page (210 x 297 mm).

Paper margins: Top: 2,6 cm (6,0 cm for the first page only); Bottom: 2,6 cm; Left & Right: 2,0 cm (3,0 cm for abstract and keywords only).

Fonts and Paragraph setup

Preferred font type is Times New Roman.

Font sizes must be as follows:

Article title: 14 pt, Bold, All Caps, Centered, Single line spacing.

Author(s) name(s): 12 pt, Bold, Centered.

Authors contact information: 11 pt, Normal, Centered, Single line spacing.

Abstract and keywords: 10 pt, Normal (except bolded words Abstract and Keywords), Justified, Single line spacing.

Headings (and Subheadings if needed): 12 pt, Bold, Left aligned. Headings could be numbered or not. When headings are numbered – one Arabic number should be used for headings and two Arabic numbers should be used for subheadings.

Main body text: 12 pt, Normal, Justified, Single line spacing.

List of References: 11 pt, Normal, Justified, After spacing.

All bibliographical references should be listed at the end of the paper in alphabetical order. All references should be written in the original language. When reference language is other than paper language – the translation of reference title should be given in square brackets. Some examples of references are given below:

Monographs, books, manuals, dissertations:

Kazragis, A.; Gailius, A. 2006. Kompozicinės medžiagos ir dirbiniai su gamtiniais organiniais užpildais [Composite materials and product containing natural organic aggregates]. Vilnius: Technika. 184 p. ISBN 9955-28-060-3.

Scientific journals:

Long, E. R., MacDonald, D. D., Smith, S. L., Calder, F. D. 1995. Incidence of adverse biological effects within ranges of chemical concentrations in marine and estuarine sediments. *Environmental Management*. 19(1), 81–97.

Electronic references:

Journal of Technology Education [online]. 1989. Blacksburg: Virginia Polytechnic Institute and State University [cited 15 March 1995]. Available on the Internet: <gopher://borg.lib.edu:70/1/jte>. ISSN 1045–1064.

List of materials (if relevant):

All materials and products mentioned in the presentation should be referred to by their trade names. The content and data regarding the supplier and/or manufacturer should be included for lesser known materials (address, telephone, email).

For example:

Orvus WA Paste (sodium lauryl sulfate)

Procter & Gamble

Winton Hill Technology Center

6071 Center Hill Road

Tel: 513 983-110

Style:

In measurements the SI system should be applied: ml, g, kg; temperatures shall be given in the Celsius scale.

Acronyms, scientific and technical terms (abbreviations of chemical components, Greek Symbols etc) shall be spelt out in full when first mentioned.

In the case of materials and chemicals their official trade or chemical names should be used: e.g. Tyvek, Coroplast, acetone, Stoddart Solvent or white-spirit, BEVA®371.

Specific data regarding a chemical and the manufacturer shall be included in the list of Materials.

Header and Footer:

Please leave header and footer empty.

Page numbering:

Please don't number the pages.

Please send your articles to the following address:

conservation2011vilnius@gmail.com