

# **Guidelines for active participants**

Please, send the text of the poster or presentation in electronic form (by email)  
**by 31<sup>st</sup> August 2018**

to the e-mail address:

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## **Required formal structure of the text which has to be observed:**

- Max. **4 pages**, size A4, **do not number the pages**
- Software: Word, Times New Roman, font size 12, line spacing 1, all margins 3 cm, alignment in the block
- Title of the article in Czech (Slovak) and English, bold, font size 14, centered, English title in italics
- Names of the authors (without academic degrees), with affiliation on the next line, centered
- Leave 1 line space
- Summary in Czech (Slovak) and English
- After leaving 1 line space - Key words (in italics)
- After leaving 1 line space - Main text
- Figures and Tables incorporated in text
- Citing information resources should follow the international standard ISO 690
- Contact address

**Proceedings template is given in the attachment.**

## **Note:**

The full text of the paper will be published in the conference proceedings on CD with its own ISBN. The printed form of the conference proceedings will comprise of Czech (Slovak) and English abstracts.

The Conference organizing committee reserves the right to return all papers that do not meet the guidelines for reprocessing or they will not be published.

**Maximum poster size:** 90 cm x 120 cm, presentation of posters will be in electronic form on 55" touch screens