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TITLE (ALL CAPS, 14 Pt, bold, centered, arial narrow)

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*First Author1, Second Author2, Тhird Author3, … (12 pt, Italic, Bold,* *Centered,* numbering only at different affiliations*)*

(one blank line of 14 pt)

*1University of Mining and Geology “St. Ivan Rilski”, 1700 Sofia; E-mail: ivanov@abv.bg (10 pt, italic, centered)*

*2Geological Institute, Bulgarian Academy of Sciences, 1113 Sofia; E-mail: petrov@yahoo.com*

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***Corresponding author:*** *ivanov@abv.bg*

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**ABSTRACT.** An abstract in English, not longer than 300 words. The abstract should be focused on the most important issues, discussed in the paper. The authors should clearly explain the contents of the work. You should use the whole width of the printing area with no columns and formulas (single-spaced, 8 pt, justified).

(one blank line of 8 pt)

**Key words:** not more than 5 words (8 pt).

(one blank line of 14 pt)

**title in bulgarian (all caps, 10 pt, Bold, CENTERED)**

***Първи Автор1, Втори Автор2, Трети Aвтор2, … (10 pt, Italic, Bold, Centered)***

*1Минно-геоложки университет „Св. Иван Рилски“, 1700 София (10 pt, italic, Centered, no E-mail)*

*2Геологически институт, Българска академия на науките, 1113 София*

*3Геофизична лаборатория, 11527 Атина*

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**Резюме.** Резюмето трябва да е не по-дълго от 300 думи и да представя най-съществените моменти от доклада. Използвайте параграф без отместване на първия ред, използвайте цялата широчина на листа без колони и формули (single-spaced, 8 pt).

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**Ключови думи:** не повече от 5 думи *(*8 pt).

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**Introduction**

These instructions refer to the manuscript preparation for the**Annual of the University of Mining and Geology “St. Ivan Rilski”**. In preparing the manuscript with Microsoft Word, please read and observe this sample manuscript. Papers should be written in British English Language.

Generally, the maximum length of the paper should not exceed 6 (six) pages, including text, figures and tables. However, for ensuring the figures and the entire paper clarity some additional pages may be allowed. The first page starts with a title and authors' names. The title should be concise but sufficiently descriptive to identify the contents of the paper. Nonstandard abbreviations and acronyms should be avoided in the title. Titles are often used in information-retrieval systems. The names of authors should be placed immediately below the title, clearly indicated. Present the authors’ affiliation addresses below the names. Provide the full postal address of each affiliation, including the country name. Clearly indicate who will handle correspondence at all stages of refereeing and publication.

Font Arial Narrow (10 pt) is used to write the text on A4 paper (210 x 297 mm). Margins:top 18 mm, bottom 22 mm, left 20 mm, right 20 mm,portrait;Paragraph:Line spacing - Single; Alignment - Justified.

The text is placed in two columns with a spacing of 0.8 cm. Graphics, figures, tables, and photos have to be fitted by the software in the text, regardless of the program they are made with and in the width of two columns. Exception (collation of columns) is allowed only when it is impossible to place a table or figure in the standard way.

The first line of each paragraph is offset by 0.5 cm, and the literature is offset 0.5 cm after the first line. There is no blank line between the paragraphs.

Avoid footnotes[[1]](#footnote-1). If their use is necessary, they must be advertised in the text by consecutive numbers and be in the font size of 8 pt.

Do not insert page numbers in the text file. Number the pages of the printed copies (in case of submission by post) in the upper right corner of each page.

**Manuscript structure**

The recommended structure of a manuscript is as follows: Introduction (purpose of the research, significance of the research supported by a literature survey, outline of contents), Theoretical analysis (if necessary), Materials and methods, Results and discussion, Conclusion, Acknowledgment, References.

Provide sufficient details to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described. Results and the discussion provided should be clear and concise. The conclusion should not be the same as the abstract and should be based on the results and discussions in the main paper body.

**First level title**

It is possible to use three-level titles. The main titles (first level) are displayed with **bold, 12 pt**, **left alignment**. Leave blank lines before (10 pt) and after (6 pt) that title.

**Second level title**

The second level titles are aligned left (**bold, 10 pt**). The title is preceded by a blank line.

***Third level title***

Use left alignment (***bold, 10 pt, italic***). The title is preceded by a blank line.

**Figures, graphs, tables, equations and units**

The figures, charts and tables should be as close as possible to the point of their first citation (Figure 1). The figures are centered within the column. Leave a blank line before and after the figure. The number and the inscription of the figure should be placed below it (example).



**Fig. 1. Text, centered (9 pt, bold)**

The tables must be as close as possible to the place of their first citation in the text (Table 1). They are centered within the column. Leave a blank line before and after the table. Above the table, the number (upright) and its title (italic) are centered.

Table 1. *Text for the table (10 pt, italic)*

|  |  |  |
| --- | --- | --- |
| Number | Point | Value |
| 1 | 2 | 3 |
| 5 | 987 | 784 |

Formulae should be written with Microsoft Equation Editor. The equations are on a separate line and separated from the text with one empty line above and below. The equations are numbered sequentially and aligned to the left in the column (indention 0,5 cm). The equation number is placed in brackets and aligned to the right of the column.

 (1)

Units should be given in SI system. They should be in the form g/cm, g/(m2 h). Please use a comma as a decimal separator.

***Acknowledgements***

Use a third level title (10 pt).

**References**

Generally, APA (American Psychological Association) **citation style is followed.** References are cited in the main text by the name of the author and the year of publication, for example: "This result is published by Smith (1993)” or "The data are published by Smith and Jones (1993), as well as by Petrov et al. (2015) - for more than 2 authors”, or "Our observations are in line with findings of other authors (Smith and Jones,1993)". If the sources quoted are more than one, they are chronologically listed in brackets (Ivanov, 1983; Davis et al., 1989, 1990a, 1990b; Jones and Miller, 1991). All cited literary sources are recorded in alphabetical order at the end of the manuscript: author(s), year, title, journal, volume, issue, pages (10 pt). If a reference is not written in English, authors are required to transliterate the title into English and indicate the original language as "(in Japanese)". References solely on web pages as well as on deposited documents are desirable to be avoided.

Generally - the paper has to refer to at least 10 sources of which at least 50 % (i) from internationally recognized journals, (ii) from the recent 10 years.

The self-citation or citation of colleagues from the same research team has to be limited to a maximum of 10 % of all references.

**References (hanging 0.5 mm)**

In the reference list, the styling, punctuation and capitalization should be as follows:

**For journals**

**Journal article**

Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. Psychology of Popular Media Culture, 8(3), 207–217. <https://doi.org/10.1037/ppm0000185>

Angelov, S.& Assenov, T. (2015). Minna industriya. *Journal of Mining*, 2, 24−31 (in Bulgarian with English abstract). doi xxx (if available)

**Journal article with an article number instead of a page range**

Jerrentrup, A., Mueller, T., Glowalla, U., Herder, M., Henrichs, N., Neubauer, A., & Schaefer, J. R. (2018). Teaching medicine with the help of “Dr. House.” PLoS ONE, 13(3), Article e0193972. [https://doi.org/10.1371/journal.pone. 0193972](https://doi.org/10.1371/journal.pone.0193972)

**Online-only supplemental material to a journal article**

Freeberg, T. M. (2019). From simple rules of individual proximity, complex and coordinated collective movement [Supplemental material]. Journal of Comparative Psychology, 133(2), 141–142. [https://doi.org/10.1037/ com0000181](https://doi.org/10.1037/com0000181)

If both the main article and the supplemental material are cited, give only a reference for the article.

**Monograph as part of a journal issue**

Ganster, D. C., Schaubroeck, J., Sime, W. E., & Mayes, B. T. (1991). The nomological validity of the Type A personality among employed adults [Monograph]. Journal of Applied Psychology, 76(1), 143–168. <http://doi.org/10.1037/0021-9010.76.1.143>

For books - the same format for both print books and e-books has to be used

Jackson, L. M. (2019). The psychology of prejudice: From attitudes to social action (2nd ed.). American Psychological Association. <https://doi.org/10.1037/0000168-000>

Sapolsky, R. M. (2017). Behave: The biology of humans at our best and worst. Penguin Books.

Svendsen, S., & Løber, L. (2020). The big picture/Academic writing: The one-hour guide (3rd digital ed.). Hans Reitzel Forlag. [https://thebigpicture-academicwriting.digi. hansreitzel.dk/](https://thebigpicture-academicwriting.digi.hansreitzel.dk/)

The copyright date shown on the book’s copyright page has to be used as the year of publication in the reference, even if the copyright date is different than the release date. The publisher location is not to be included.

**Whole edited book**

Hygum, E., & Pedersen, P. M. (Eds.). (2010). Early childhood education: Values and practices in Denmark. Hans Reitzels Forlag. [https://earlychildhoodeducation.digi. hansreitzel.dk/](https://earlychildhoodeducation.digi.hansreitzel.dk/)

Kesharwani, P. (Ed.). (2020). Nanotechnology based approaches for tuberculosis treatment. Academic Press.

Torino, G. C., Rivera, D. P., Capodilupo, C. M., Nadal, K. L., & Sue, D. W. (Eds.). (2019). Microaggression theory: Influence and implications. John Wiley & Sons. <https://doi.org/10.1002/9781119466642>

Ivanov, A. 1991. Osnovi na geologiyata.Nauka i Izkustvo (in Bulgarian). doi xxx (if available)

Any edition information has to be included in parentheses after the title, without italics. The publisher location has not to be included.

**Chapter in an edited book**

Dillard, J. P. (2020). Currents in the study of persuasion. In M. B. Oliver, A. A. Raney, & J. Bryant (Eds.), Media effects: Advances in theory and research (4th ed., pp. 115–129). Routledge.

If the chapter is from an authored book, use the citation for a book.

**Report by a Government Agency**

National Cancer Institute. (2019). Taking time: Support for people with cancer (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. [https://www.cancer.gov/publications/ patient-education/takingtime.pdf](https://www.cancer.gov/publications/patient-education/takingtime.pdf)

**For conference proceedings, symposia, etc.:**

Bohner, S. A., Software change impacts - an evolving perspective, Proceedings of International Conference on Software Maintenance, 2-6 October 2002, Montreal, Canada (pp. 120–129). doi xxx (if available)

**For Patents:**

Jepsen, T.L.B. (1970). Flotation concentration of magnesite with emulsified collector reagents, US Patent Office, Patent No 3,640,382, Patented on February 8, 1972.

For a website

Bologna, C. (2019, October 31). Why some people with anxiety love watching horror movies. HuffPost. https://www.huffpost.com/entry/anxiety-love-watching-horror-movies\_l\_5d277587e4b02a5a5d57b59e

In the text (Bologna, 2019) if there is not year in the site, the date when the website is accessed.

Most of these examples are taken from the References examples page of the APA - https://apastyle.apa.org/style-grammar-guidelines/references/examples

1. Small size of letters (8 pt). [↑](#footnote-ref-1)