

A GUIDE TO AUTHORS OF PAPERS IN ACTA PHYSICA POLONICA B

The recommendations made in this guide are as close as possible to the Europhysics Style Manual.

1. Manuscript submission

Manuscripts accompanied by a covering letter signed by one of the authors requesting publication should be submitted by electronic mail to the Editors, Acta Physica Polonica B, at the address: `acta.phys.pol.b@uj.edu.pl`. The pdf file is sufficient for the reviewing process. The following source files will be required once the paper is accepted for publication:

Text in one of the following formats (in order of preference):

- LaTeX using `apolb` document class,
- LaTeX using `article` document class,
- plain TeX.

Figures in pdf, eps, png, tiff, or jpg format — for details see Section 2.3. All source files (text and figures) should be packed in one file by the zip or tar-gz utility.

2. Manuscript content

Manuscript should contain:

- Title,
- Author's (or Authors') names,
- Mailing address (affiliation),
- Abstract,
- List of references.

If your native language is not English, please consider the help of an English-speaking colleague in preparing the text. Use a spell checker.

2.1. Title

A title should help the reader to place the paper in the body of physics. A good title contains several well-known key words, *e.g.* “Measurements of the average multiplicities of particles produced in the interactions of 300 GeV protons with nuclei”.

2.2. Abstract

Each paper must have an abstract of length not exceeding 3% of the text, or 200 words (whichever is shorter) written continuously (that is without paragraphs). The abstract should be self-contained, should not have figures or quote any references. It should be clear, concise, and informative giving the scope, the main results obtained, and, for experimental papers, where this is not obvious, some indication of the methods used. Mathematical expressions should be avoided.

2.3. Figures

The following figure file formats are accepted depending on the type of graphics contained:

- png, tiff or jpg for pixel graphics, *i.e.* colour, greyscale and bitmapped images;
- pdf or eps for vector and pixel graphics.

When saving graphics in the jpg format, make sure that high quality is selected.

The resolution of pixel images should be high enough for a good quality printing. For the final size of the printed version it should be not less than 300 dpi for colour and greyscale images, and at least 600 dpi for the bitmaps. The size of the characters (labels, titles) in the figures rescaled to the printed version should be similar to the standard text size of the article. Very thin lines must be avoided — lines thinner than 0.15 mm in the figures may disappear in the printing process. The recommended fonts for any text or labels used in the figures are: Helvetica/Arial, Times, Symbol, Courier. If any other fonts are used, make sure when saving/exporting vector graphics from an application that the fonts are embedded.

2.4. Colour figures

For colour figures (plots) this is the author responsibility that the different lines or markings get not confused when printed in black and white. A separate greyscale versions of the colour figures may be supplied by the author. Please, make also sure that the figure captions make sense for the black and white version, *e.g.* different lines are not identified by colour only. The authors receive the proofs as a greyscale pdf file and are asked to carefully check how the colour figures come out. The electronic version of the paper will contain figures in full colour.

3. Symbols, units, and nomenclature

Authors are encouraged to follow the recommendations of the International Union of Pure and Applied Physics (IUPAP) or defined by the International Organization of Standardization (ISO).

4. Correction of proofs

Authors should keep in mind that reading proofs is their responsibility. Proofs should be checked carefully and returned promptly as a list of changes or corrections marked on a pdf file. Special attention should be paid to colour figures (see Section 2.4). Only essential corrections should be made. Corrections that might lead to a change in the page layout should be avoided. Corrections may be also made on a printout of the pdf file supplied. Corrections should be clear; standard correction marks should be used.

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