

INSTRUCTIONS FOR DESKTOP PUBLISHING

General notes:

The paper should contain an even number of pages (it is recommended a maximum of 8 pages for the original papers, up to 10 pages for an essay of synthesis containing data of maximum actuality and up to 2 pages for a review).

The paper should be submitted in a widely used language (such as English, French or German).

The papers could be submitted all year round, but they will be included in the volumes according to the closing date for each volume.

The papers will be submitted at the following e-mail address: gbmpapers@yahoo.com

Look on the web site (<http://www.bio.uaic.ro/Anale/BME/>) to see latest news concerning the volumes.

TECHNICAL NOTES

Document format: DOC (from Microsoft Word© 6.0a until Microsoft Word© 2003) or RTF (which comes from “rich text format” from any other text editor, such as Open Office).

Accepted typeface (font) Times New Roman which will be referred as TNR (Notes: it is strictly forbidden to use any non-standard fonts such as Times R or Times New Roman R and, for the non-European languages, check before submission if any characters from your subset are incompatible with the European ones, also it isn't recommended to send the file(s) as DOCX from the latest MS Office).

Paper format: Academic (if missing use custom 17cm×24cm), mirror margins; up/down 2,5cm, exterior margin 1,2cm and interior margin 2cm. (Notes: It is strictly forbidden to enter any text in the header or footer (that includes page numbers); also, do not use any type of sections in your document (the entire document should be in one section).

Title of paper: TNR, Uppercase, 12p, bold, centered.

Authors: First name then family name to each author using TNR, Uppercase, 10p, bold, centered. To differentiate the authors by institutions each will receive a number after family name (as a superscript) and the numbers will receive (at the end of the paper) an explanation contain the Institution name (1 number per institution). Also corresponding author will be indicated by a star mark as a superscript after the institution number. The e-mail will be written at the end of the paper.

Keywords: for title TNR, low caps, 8p, bold, left; for body TNR, low caps, 8p, left, immediately after the title. No more than 5 keywords.

Abstract: for title TNR, low caps, 8p, bold, left; for body TNR, low caps, 8p, left, immediately after the title. No more than 6 to 8 rows.

Introduction: for title TNR, Uppercase, 10p, bold, centered; for body TNR, low caps, 8p, justified. (Note: The purpose of investigations will be inserted in the introduction and not as a separate paragraph).

Materials and methods: for title TNR, Uppercase, 10p, bold, centered; for body TNR, low caps, 8p, justified.

Results and discussions: for title TNR, Uppercase, 10p, bold, centered; for body TNR, low caps, 10p, justified. Figures and tables should be introduced in text at their corresponding place. Numbering of figures is independent of that from tables and both should be made using Arabic numbers. (Note: If a table(s) or/and a figure(s) is too big and could cause a major break in the text it must be moved to the end of paper as a appendix and referred as such in text).

Conclusions: for title TNR, Uppercase, 10p, bold, centered; for body low caps, 10p, left. The conclusions should be unnumbered.

References: for title TNR, Uppercase, 10p, bold, centered; for body low caps, 8p, left. The references should be unnumbered.

For a scientific paper:

Name of author(s), year. Name of publication (in italic and using accepted abbreviation for widely recognized journals), volume (tome), pages.

For a book:

Name of author(s), year. Title of book (in italic), Publishing house, city.

For reference only sees the following examples (first is an article and second is a book):

Van der Nat, F. J. W. A., DeBrouwer, J. F. K., Middleburg, J. J. & Laanbroek, H. J., 1997. *Appl. Environ. Microbiol.*, 63, 4734 – 4740.

Hartl, D., Freifelder, D., Snyder, L., 1988. *Basic genetics*, Jones and Bartlett Publishers, Boston.

Acknowledgements: for title TNR, low caps, 8p, bold, left; for body TNR, low caps, 8p, left, immediately after the title. No more than 3 rows.

The institutional affiliation of author(s) will be placed after acknowledgements using TNR, 8p, left and as many rows as institutions you'll have.

E-mail address for correspondence will be placed just after the institutional affiliation of the authors.

As final notes: The graphical elements in the paper (all figures, graphics and images) must be submitted also in their original form (we prefer vector images such as WMF or bitmap images such as TIFF or JPG). All these materials should be submitted together with the paper and we suggest using archiving software to send it to us.

Be aware that we do not print our journal in color so all the color elements will be converted to grayscale.