

PROCEEDINGS IN CYBERNETICS. INTERNATIONAL JOURNAL. MANUSCRIPT FORMAT GUIDELINES, REVIEW AND PUBLICATION PROCEDURE

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Summary. At least 150 words.

Keywords: guidelines for authors, layout and formatting.

Review Procedure

All submitted papers within the journal scope are peer-reviewed. Each reviewer is a recognized expert in the subject and has published papers on the subject for the last 3 years. The Editorial Board keeps the reviews for 5 years in its records. The Editorial Board forwards reviews to the authors electronically. It also undertakes to send the review copies to the Russian Ministry for Science and Education upon request. The review procedure determines whether a paper is accepted or rejected.

The Editorial Board reserves the right to edit articles for content and length. If a paper revision is required, a revised paper should be submitted (electronically) within one week.

We do not accept any papers already published or submitted for publication.

Any papers failing to meet the requirements may be rejected.

The authors should submit original, unbiased, and well-grounded texts.

The publication is free for all authors; no fee is paid to the authors, either.

Full paper texts are Web-published at www.surgu.ru for free unlimited access and are included in the Digital Research Library at www.elibrary.ru. The journal is indexed in the Russian Science Citation Index.

Paper Layout

The paper size is up to 12 pages (10,000 to 20,000 characters).

It is advisable to use MS Word 97-2003 and Microsoft Equation, or LaTeX. If your document is in the MS Word 2007-2016 format you do not have to save it as a MS Word 2003 document. This document meets the following layout requirements and can be used as a paper template.

1. The file name shall be paper (paper.doc for MS Word or paper.tex for LaTeX).
2. To verify the layout it is recommended to attach a pdf file (with a text layer) with the same name.
3. Any images should be both embedded into the text and attached as separate image files (see Image Format below).
4. Please put all the files into a folder. The folder name is FirstAuthoryear-month-day (the paper submission date). Compress it into a zip file.

Paper Structure

1. Paper title (no abbreviations, please) (bold, centered). No period after the title.
2. Author's full name or initials (bold, centered). An author's name is followed by a superscript number (italics, centered, 10 pt font size) with the affiliation (no abbreviations, please) and an e-mail. If several authors have the same affiliation it is specified only once; after the affiliation please specify the authors' e-mails (comma-separated, in the order of the author names).
3. Summary. Please do not include the word "summary". No abbreviations, please.
4. Keywords (3-6).
5. Paper text. You may divide the text into unnumbered subsections. **Please do not use automatic subsection numbering.**
6. After the text please refer to any grants supporting your research, if any.

7. References (sources referenced in the text).

MS Word Formatting Guidelines

The paper size is A4, portrait, all margins are 2 cm. The header margin is 1.25 cm.

The font is Times New Roman. The line spacing is single. The font size is 12 pt.

Use standard MS Word tables. It is recommended to use a 10 or 11 pt font size for the tables.

Use Equation Editor for all equations, both inline and positioned on a separate line.

$$M_n = \int_{-\frac{h}{2}}^{\frac{h}{2}} \sigma_n z dz = M_x \cos^2 \alpha + M_y \sin^2 \alpha, \tag{1}$$

$$M_{ni} = - \int_{-\frac{h}{2}}^{\frac{h}{2}} \tau_{ni} z dz. \tag{2}$$

The equations (1) and (2) are left justified, the equation numbers are in parentheses at the right margin (do not insert the equation number into a Microsoft Equation object). Use extra tab stops: at 8.5 cm, centered; at 16 cm, left justified. Specify numbers only for separate-line equations that are referenced to within the text.

Image Format

Please use vector diagrams and plots as much as possible. Raster images should be ready for 600 dpi printing. Please note that b/w diagrams, plots, and photos are preferable. An image in a standard vector or raster format (.png, .jpg, .eps, .pdf) should be enclosed as a Fig_N.* file, where N is the fig. number. Save the image files into the Figs subfolder under the paper folder (FirstAuthoryear-month-day).

LaTeX Formatting Guidelines

For LaTeX please use the style file and the template available for download at the journal's web site.

LaTeX is our tool for final journal layout. MS Office documents are converted into LaTeX. UTF-8 encoding is used.

Each paper text is placed into a separate folder; there is also a Figs subfolder containing the images. A paper document consists of two parts. The first part is a LaTeX heading that imports the required packages. It is included in the paper body with the `\input` command:

```
\begin{document}
\input{article}
\end{document}
```

Each paper is included into a journal as a `\section` level item. For this reason you may only use the `\subsection` clause within your paper.

Formatting References

References are listed in textual order.

The reference numbers are put in brackets (example: [2]). If you refer to a specific page, the page number is included after a comma: [10, p. 81]. If you refer to more than one source, they reference numbers are comma-separated: [1, 3, 14].

Example:

References

1. Brooking A., Jones P., Cox F. *Expert systems. Principles and case studies*. Chapman and Hall, 1984. 231 p.
2. Author A.A., Author B.B., Author C.C., Author D.D. Title of article. *Title of journal*,

2005, vol. 10, no. 2, pp. 49-53

3. Austin A. Annotated list of World Wide Web technical writing and computer-aided composition Resources [Online]. Available at: <http://wwwcsif.cs.ucdavis.edu/~austina/cai.html>.