Instructions for paper preparation

All **papers** submitted for **publication in the journal Noise Theory and Practice** have to be prepared in DOC or DOCX format using Microsoft Office Word 2003/2010 (or a newer version).

Paper should comply with the following document structure (see *NTP\_Template.docx)*:

- title of the paper,

- author information,

- abstract,

- key words,

- introduction,

- main text of the paper,

- conclusion,

- references.

The details of requirements to the author information, an abstract, the key words, the main text of a paper and the references are presented below.

Author Information

Information about the author(s) includes the following items:

- name and surname of each author,

- academic degree and/or job title of each author,

- author(s) affiliation(s) with the city(ies) and country(ies),

- e-mail (published in the footer of the first page only with the author’s permission).

The paper could be submitted by one of its authors, who is granted the permission of all other co-authors (if present).

Abstract

An abstract of a paper should reflect paper content, including the purpose, main methods, results and brief conclusions. Recommended volume of an abstract is 100-150 words.

Key words

Key words should describe the main points of a paper. Recommended number of key words is 5-7 words/phrases.

The main text of a paper

Principally any paper should include three main parts:

- Introduction,

- The main text (minimum 2 sections),

- Conclusion.

References

It shall consist of at least 5 references and no more than 40% self-citations. 50% of all citations must be published within the last 3-5 years.

Example of presentation of references and other parts of a paper see at *NTP\_Template.docx.*

Page Setup

Paper Size – A4 (210x297), orientation – Portrait.

Margins (top, bottom, left, right) – 2.5cm each.

Distance from page border: header — 1.5 cm, footer — 1.5 cm.

Page numbering is consecutive, starting from the first page.

Header of odd pages has the name of the journal - *NOISE Theory and Practice*.

Header of even pages has the names of the authors and the title of the paper.

Footer of the first page has e-mail addresses of the authors.

Fonts

Font – Times New Roman.

Body text of the paper: size – 12 pt., style – regular.

Title of the paper (in Russian and in English): size – 14 pt., style – **bold**. The Russian version is additionally highlighted in *italics*.

The names of the authors (first name and surname), job title, place of work, address of author(s) affiliation(s) (in Russian and in English): size – 12 pt., style – regular. The Russian version is additionally highlighted in *italics*.

Abstract (in Russian and in English): size – 10 pt., style – regular. The Russian version is additionally highlighted in *italics*. Titles ‘Abstract’, ‘Аннотация’ size – 10 pt., style – **bold**.

Key words (in Russian and in English): size – 10 pt., style – regular. The Russian version is additionally highlighted in *italics*. ‘Key words’ and ‘Ключевые слова’: size – 10 pt., style – **bold**.

Titles ‘Introduction’, ‘References’, the first, second and the third level titles: size – 12 pt., style – **bold**.

Footer: size – 10 pt., style – *italic*.

Header (even pages): size – 10 pt., style – *italic*.

Header (odd pages): size – 12 pt., style – *italic*.

Page number: size – 14 pt., style – regular.

Indents and Spacing

Paragraph indent – 1,25 cm.

Alignment – justified.

Line Spacing – single.

*Title of a paper*

Spacing before – 6 pt, spacing after – 24 pt.

*Headings ‘Abstract’, ‘Аннотация’, ‘Introduction’, ‘References’*

Spacing before – 24 pt., spacing after – 6 pt.

*Key words*

Spacing before – 6 pt., spacing after – 24 pt.

*First, second, third level title, heading ‘Conclusion’*

Spacing before – 12 pt., spacing after – 6 pt.

*Figures and Tables*

Spacing before – 12 pt., spacing after – 12 pt.

The titles of the Figures (after the title) and the Table (before the title and after the table itself) are separated from the text by a blank line, without additional spaces.

*Equations*

Spacing before – 6 pt., spacing after – 6 pt.