

Lacona 11 call for papers – guidelines for authors

All authors are encouraged to submit their contribution to the book of **Proceedings of Lacona 11 Conference**. The book will be published by N. Copernicus University Press and sent to all registered participants with no additional cost. Additional volumes will be available on request for a moderate price. There is no limit for a size of the contribution.

The proceedings will also be permanently **available in the Internet under Open Access license** (CC.BY.ND.3.0) and indexed by Google Play (former Google Books).

The submitted article must contain original material not published before (except for the Book of Abstract of this conference) and must not be under consideration for publication elsewhere. All submissions will undergo a reviewing process by Permanent Steering Committee members. Only contributions presented at the conference (oral or poster) will be published. Minor changes to the title and list of authors are acceptable.

Authors are kindly requested to submit their work as unformatted Word (doc or docx) or rtf document of the following structure:

- title
- authors (given name(s) family name(s)) with presenting author at first and corresponding author marked with *
- affiliations of all authors: department (if applicable), institution, postal address
- e-mail of the corresponding author
- abstract (does not have to be identical with the contribution to the Book of Abstracts)
- keywords: up to 6 keywords, American spelling
- contents, usually organized as follows:
 1. Introduction
 2. Materials and methods
 - 2.1. subsection 1
 - 2.2. subsection 2
 3. Results
 - 3.1. subsection 1
 - 3.2. subsection 2
 4. Conclusions

Acknowledgements

References

In addition, to avoid possible mistakes and misunderstandings in formatting and to simplify the reviewing process, authors are kindly asked to provide (if possible) a pdf document of the complete article with all illustrations, tables, formulas etc. embedded in text. Notice, please, that this document will be used as a reference only and cannot substitute for a regular submission.

In general, if not indicated here, authors should follow Elsevier publishing rules (e.g. <https://www.elsevier.com/journals/microchemical-journal/0026-265X/guide-for-authors#5000>)

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In brief:

The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use **bold** face, *italics*, subscripts, superscripts etc.

Illustrations:

Only illustrations of sufficient resolution will be accepted. There is a choice of two final sizes of illustrations: one column – 65 mm (2.56”) width, and two columns – 135 mm (5.32”) width. All characters embedded in graphic should be of approximately 9 pt size in the final image. The minimum width of illustration (in pixels) should be:

type of the illustration	Width (in pixels) for one column illustration	Width (in pixels) for two columns illustration
pure half-tone images (300 DPI)	770	1600
combination art: half-tone & line (500 DPI)	1280	2660
line art (1000 DPI)	2560	5320

Colour illustrations (will appear in colour both in print and on-line) are gladly accepted free of charge. All illustrations should be submitted as separate files in one of the following formats: BMP, TIFF, JPG (uncompressed).

All figures must be called in the text and numbered in the order they appear (Fig. 1, Fig. 2 ...). File names should include these numbers as well. All figures must have captions provided as a separate list at the end of text. Most desirable position of the figure should be indicated in the text, e.g. by [insert Fig. 1 here] annotation.

Tables

All tables must be submitted as text, not as image. Use word processor *Tables* tool to create tables. If you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. All tables must be called in the text and numbered in the order they appear (Tab. 1, Tab.. 2 ...). All tables must have captions.

Equations

Use word processor standard tool to generate equations and formulas and do not submit them as images. Use round brackets to number equations: (1), (2) ..

References

All references must be called in text by numbers in square brackets (e.g. [1], [2,3], [4-6]) and listed at the end of the text in the order of numbers. For all references provide (if available) DOI or URL, so in the on line version a link would be prepared. Format references according to the following examples:

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Reference to a journal publication:

[1] J. Striova, R. Fontana, M. Barucci, A. Felici, E. Marconi, E. Pampaloni, M. Raffaelli, C. Riminesi, "Optical devices provide unprecedented insights into the laser cleaning of calcium oxalate layers", *Microchemical Journal*, **124** (2016) 331-337, DOI: 10.1016/j.microc.2015.09.005.

Reference to a book:

[2] G.A. Berger, W.H. Russel, *Conservation of paintings*, Archetype Publication, London 2000, pp. 277 – 295. (pages are optional).

Reference to a chapter in an edited book:

[3] G.R. Mettam, L.B. Adams, "How to prepare an electronic version of your article" in: B.S. Jones, R.Z. Smith (Eds.), *Introduction to the Electronic Age*, E-Publishing Inc., New York 2009, pp. 281–304.

Reference to a website:

[4] Optical Coherence Tomography for Examination of Works of Art, <http://www.oct4art.eu> (accessed 20.04.2016).

Reference to an article in a conference proceedings:

[5] M. Iwanicka, P. Targowski, E.A. Kwiatkowska, M. Sylwestrzak, "Application of optical coherence tomography for monitoring some conservation treatments", in: *Lasers in the Conservation of Artworks IX (Proceedings of Lacoana IX conference)*, London, UK, September 7 - 10, 2011, D. Saunders, M. Strlič, C. Korenberg, N. Luxford, K. Birkhölzer (Eds.), Archetype Publications Ltd, London 2013, pp. 19-25