

# **List of requirements of drawing up materials in «Proceedings of the Voronezh state university of engineering technologies»**

1 All the materials are represented in two ways: on a flash card. The materials should be printed on white sheets of paper on one side only by means of a laser printer. One must use MS-World (6,0 version) to set up a text and keep single line interval. The text must be divided into two columns.

- basic text– Times New Roman Cyr 11 with margins: left one – 22 mm, right one 18 mm, top and bottom 25 mm;
  - running titles from tops – top and bottom 18 mm;
  - central titles – Times New Roman Cyr 11, in bold type;
  - indented line – 1 cm;
  - division of words is automatical.
- The points below are printed with 5 cm shift from the text frame:
- Universal Decimal Code – Times New Roman Cyr 12;
  - post, author's name, middle name, surname – Times New Roman Cyr 12;
  - article title – Times New Roman Cyr 16, in bold type, lower case (without division of words);
  - annotation – Times New Roman Cyr 9;
  - keywords - Times New Roman Cyr 9, to 10 words.

2 Article extent – under 5 – 7 pages. Any article must have a strict structure with a clearly seen introduction, where the problem is raised, body, where the solutions to the problem are presented and the results are discussed, and a conclusion, where the work results are summed up. Repetition of one and the same data are forbidden. The size of all characteristics are presented within CI system.

3 The annotations in English and Russian are given to each article (600 printed symbols). There must be an empty line between the annotations. The title of the article, author's last name and initials are given separately in English variant.

4 The title of the article or a short message must be laconic and show the contents of the article clearly.

5 All the illustrations are made in JPEG or BMP:

- they must be placed after the reference in the text;
- they must be done by means of a computer and be supplied with the letter and symbol marks according to universal system documents (USCP) and R 55-77-80. All The letters and figures presented on the illustration text, must be explained in the basic or in the under illustration text. The marks are given in Times New Cyr 10.

Graphical installations (diagrammes, schedules) should be active (i.e. to be subject to editing by standard means, for example, MS Excel).

6 Formulae and letter marks:

- latin letters, used in indexes, are printed in italic type;
- Russian and Greek letter – Roman type, vector mark in half bold type;
- formulae must be numbered through the text. Only formulae with references are numbered.

Formulae format:

- style – “mathematical”;
- symbol size – 11

Sizes	
Full	11 – 10
Subscript/Superscript	7
Sub-subscript/Superscript	5
Symbol	12
Subsymbol	9

7 Tables (the word itself should be spaced) must be supplied with titles and placed right after the references in the text. All the table columns must have short titles. Magnitudes, mentioned in titles must go along with measurement unit.

8 Literature (the word itself is printed in Times New Roman Cyr 11, in bold type capital) contains sources, author used for article composing. There must be no more than 10 designation. All the references in the text are made in square brackets and placed at the end of article according to the standard requirement 7.1-2003. Literature list mustn't contain unpublished works, textbooks, theses, as well as 10 year – old literature.

9 Not more than 2 articles of one author can be published in the journal. The number of authors should not exceed 4 persons.

Original scientific articles of theoretical and experimental character are published in the magazine in the field of technical, natural, economic, chemical. The author specifies a heading (in the covering letter and an extract from faculty meeting) in which he would like to place the article:

- Processes and devices of food productions;
- Information technologies, modeling and management;
- Food biotechnology;
- Fundamental and applied chemistry, chemical technology;
- Biotechnology, bionanotechnology and technology of sugary products;
- Economy and management;

The magazine «the Messenger ВГУИТ» leaves 4 times a year: № 1 – March; № 2 – June; № 3 – September; № 4 – December.

The article must be thoroughly checked and signed by all the authors. Name, middle name, last name, address, science degree, position, place of work, telephone number (office and home) E-mail, the person communicate to are pointed out on a separate sheet of paper.

Accompanying deeds should be applied on paper:

- The transmittal letter;
- An extract from the report of faculty meeting with paper recommendation for printing;
- The positive review of the leading scientist in the given area or a member of an editorial board of the series, authenticated by the signature and printing.

The question on paper publication, its deviation is solved by an editorial board of the log and ee the solution is definitive. In case of refund of paper for correction by representation date it is considered day of reception of the corrected text. Finishing term - no more than 1 month.

The materials mismatching given demands of registration, to the publication are not accepted. Manuscripts are not refunded to authors.

*The pay for the publication of manuscripts is not raised from post-graduate students.*