

NOTES FOR CONTRIBUTORS

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A letter must accompany all submissions, clearly indicating the following: the corresponding author's complete name, affiliation, address, phone and fax numbers, and e-mail address. Short biographies (70-120 words) should be provided that detail the authors' education and work histories as well as their research interests. Small (3.5 x 4.5 cm), black-and-white digitized images of the authors can be included.

All papers for consideration by *International Journal of Simulation Modelling* should be submitted electronically to the Editor-in-Chief. For all documents MS Word text processor should be used (paper size – standard A4, headers and footers – 12.5 mm from edge). Submissions by post are optional (accompanied with a files' CD).

The authors have to suggest at least two independent, qualified and responsible referees (without possible conflicts of interest), although these recommendations may not be used. Submissions should be sent to:

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Institute for Production Engineering

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The review process

Every manuscript that arrives at the editorial office is first reviewed briefly by the editor for general suitability for the journal. Notification of successful submission is sent. After initial screening the manuscript is passed on to at least two referees. A double-blind review process ensures the content's validity and relevance. Referees receive electronic versions of manuscript for review (authors' names and addresses are removed to preserve anonymity). We ask our referees to finish the review within eight weeks.

Based on the comments of the referees, the editor will take a decision about the paper. The following decisions can be made: accepting the paper, reconsidering the paper after changes, and rejecting the paper. Accepted papers may not be offered elsewhere for publication. The editor may, in some circumstances, vary this process at his discretion.

Application of the peer review process indicates journal's standards and overall quality of the research presented.

Length

Papers should be between 2500 and 5000 words long (12 pages or less) including all illustrations and appendices.

Format

Please read the following format instructions carefully. Formatting your paper correctly saves a great deal of editing time, which in turn ensures publication of papers in a timely manner. Papers not formatted correctly will be returned.

The authors must ensure that the paper is complete, grammatically correct and without spelling or typographical errors. Please note that English (U.K.) spelling is adopted. Acronyms are spelled out at first mention but not thereafter unless there is good reason to do so.

It is required to use Times New Roman font. Margins: 25 mm all around (all pages).

The **structure** of the paper should be as follows: Title of the paper, Authors' names and affiliation, Abstract, Key Words, Introduction, Body of the paper (in sequential headings), Conclusion, (Acknowledgements), References.

The **title** is centred on the page and is **CAPITALIZED AND SET IN BOLDFACE** (font size 16 pt). Please limit the title to a maximum length of 10 words. It should adequately describe the content of the paper.

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Abstract

A nonmathematical abstract, not exceeding 150 words, is required for all papers. It should be an abbreviated, accurate presentation of the contents of the paper. It should contain sufficient information to enable readers to decide whether they should obtain and read the entire paper. Do not cite references in the abstract.

Key Words

The author should provide a list of three to five key words that clearly describe the subject matter of the paper.

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Text

Use single column format and single line spacing. Use 12 points font size. Symbols for physical quantities in the text should be written in italics.

The first paragraph under each heading or subheading should be flush left and subsequent paragraphs should have a six-space indentation.

A colon is inserted before an **equation** is presented, but there is no punctuation following the equation. All equations are numbered and referred to in the text solely by a number enclosed in a round bracket (i.e. (3) reads as "equation 3").

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To ensure a high-quality product, figures (and charts, diagrams, photos) must be computer-drafted or digitized with at least 300 dpi. They must be black and white with minimum shading. Figure captions appear below the figure, are flush left, and are in upper and lower case letters. When referring to a figure in the body of the text, the abbreviation "Fig." is used. Each figure should have a number in arabic numerals.

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The introduction of the paper should explain the nature of the problem, previous work, purpose, and the contribution of the paper. It is assigned the number "1" and following sections are assigned numbers as needed.

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A conclusion section must be included and should indicate clearly the advantages, limitations and possible applications of the paper. Discuss about future work.

Acknowledgements

An acknowledgement section may be presented after the conclusion, if desired.

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This heading is not assigned a number. A reference list **MUST** be included using the following information as a guide. Only cited text references are included. Each reference is referred to in the text by a number enclosed in a square bracket (i.e., [3]). No reference to the author is necessary. Use 11 points font size.

Please cite the papers from our journal IJSIMM in your papers published in other journals (from JCR Database).

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Journal Papers:

Surname1, Initials; Surname2, Initials (year). Title, *journal*, volume, number, pages, doi (if existent)

[1] Eldabi, T.; Irani, Z.; Paul, R. J.; Love, P. E. D. (2002). Quantitative and qualitative decision-making methods in simulation modelling, *Management Decision*, Vol. 40, No. 1, 64-73, doi:10.1108/00251740210413370

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Books:

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[2] Law, A. M. (2007). *Simulation Modeling and Analysis*, McGraw-Hill, Boston

Note that the title of the book is italicized.

Chapters in Books:

Surname1, Initials; Surname2, Initials (year). Chapter title, editor(s) of book, *book title*, publisher, place of publication, pages

[3] Carbone, G.; Ceccarelli, M. (2005). Legged robotic systems, Kordic, V.; Lazinica, A.; Merdan, M. (Editors), *Cutting Edge Robotics*, ARS International Vienna, pro literatur Verlag, Mammendorf, 553-576

Proceedings Papers:

Surname1, Initials; Surname2, Initials (year). Paper title, *proceedings title*, pages

[4] Vosniakos, G.-C.; Matsas, E. (2006). Feasibility issues in robotic milling, *Proceedings of the 17th International DAAAM Symposium*, 435-436

WWW pages:

Surname, Initials or Company name. Title, from *http://address*, date of access

[5] Rockwell Automation. Arena, from *http://www.arenasimulation.com*, accessed on 27-09-2007

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