

# Instructions to Authors

## The journal *Polimeri* carries

scientific, scholarly and technical papers, review articles, reviews, communication reports, views, comments and notes, professional information, state of the art surveys, bibliographical and general survey articles, historical surveys, official news, miscellaneous notes, readers' correspondence, and commercial publicity

## in the fields

of polymer and related sciences, fundamental and applied; polymer engineering and engineering in general; related technical disciplines (chemistry, physics, mechanical, production, material, industrial and civil engineering), transport, agriculture, medicine, environmental protection and nature preservation, information sciences, standardisation, business and marketing, and other professional activities in connection with polymer raw materials, materials and products.

## General

**Classification of papers.** The author can himself suggest the category for his contribution (original scientific, technical, research, or survey paper, communication, conference paper, topical report, contribution for a particular column, etc.), but the final decision will be made by the editors on the recommendation of the reviewers. The scientific and professional papers are refereed by at least two reviewers.

**Responsibility of the author.** The author is fully responsible for the contents of his/her paper. The editors assume that the author has obtained the permission for the reproduction of portions of texts published elsewhere, and that the publication of the paper in question does not infringe upon any individual or corporate rights.

**Language.** The papers are, in principle, published in Croatian or English. The authors of scientific, technical and research papers should attach to each paper an abstract, titles and subtitles in English and in the language in which the paper is written.

**Editing and linguistic revision.** Each paper is subject to revision to make it conform to general, professional and editorial standards and the specific *Polimeri* style sheet. The editors will, in principle, require modifications of the work directly from the author upon the recommendation made by the referees. In exceptional cases, if the editors should decide that

major shortcomings in the contents on presentation should be corrected, the paper will be returned to the author, prior to review, for modification or supplement. All papers are subject to linguistic, terminological and metrological revision. The use of the *International Metric System* (SI) units is mandatory.

**Filing.** The papers accepted for publication and the correspondence in connection with them will be filed for three years from the date of publication. Other contributions will not be filed. Manuscripts and other materials (drawings, photos, etc.) cannot be returned to the authors.

## Manuscript preparation (style sheet)

**General.** Intending authors are advised to look at the papers already published in *Polimeri* belonging to the category to which they would like to contribute. This will give them the best idea of the style sheet of this journal.

**Format and typing.** Contributions should be sent to the editors in three copies, double spaced, on one side of the paper only. Use standard size paper, with a 20 mm margin left and right. All three copies of the manuscript should include all enclosures (diagrams, photographs, etc.). The final version of manuscript (including all figures) should be sent to the *Editors* in the electronic form as well (e-mail: polimeri@fsb.hr, diskette, CD-ROM).

**Length.** Contributions are to be written in a concise and clear style. Short contributions to any of regular columns should not exceed 5 pages, scientific research and technical papers 15 pages, and review articles and state-of-the-art surveys 25 pages, including all enclosures.

**Style.** The paper is to be written in the third person (impersonal style). The title should be short and informative, in principle containing descriptors (keywords). Papers reporting experimental work usually have the following structure: introduction, general part (theoretical background), experimental part (methods, instruments, samples), measurement results, discussion, and conclusion.

Results are best displayed in tabular form. Wherever possible, mathematical and chemical symbols, equations and formulas should be used. Abbreviations and symbols should be explained when used for the first time in a text.

**References.** References should be listed at the end of the paper in the order of their appearance in the text. In the text itself, they should be marked by Arabic numerals written as superscripts.

Example:

1. Rogić, A., Čatić, I.: *Injekcijsko prešanje polimera*, Društvo plastičara i gumaraca, Zagreb, 1996.
2. Indof, J.: *Konstruiranje i sastav polimernih kompozita*, *Polimeri* 22(2001)2, 62-66.
3. Pepelnjak, T., Kuzman, K.: *Technological Windows for Tailored Blank Forming with Conventional Holding of the Blank*, Conference Proceedings, ICIT 2003, TECOS, Bled, 8-12.
4. 2003, 161-164.

**Tables and figures** should be understandable without the text. Figure captions and table titles and descriptions for all classified contributions should be given in the language of the text and in English. The final version of the paper should contain the following: paper with figures included, paper without figures (text should contain figure captions and their file names – e.g. FIGURE 1. Rate of oxygen absorption – fig1.jpg) and figures in the original format (.xls ili .cdr or .tif or .jpg in resolution of 300 dpi) for film printing. If figures do not exist in electronic form, they should be made with Indian ink, or good quality photos should be enclosed.

For the representation of physical magnitudes and measuring units, see *Zakonska metrologija (Legal Metrology)* in *Tehnička enciklopedija*, Vol. 8, Jugoslavenski leksikografski zavod Miroslav Krleža, Zagreb, 1982, p. 496.

**Abstract**, in the language of the contribution and in English, should not exceed 200 words (16 typed lines). It should be carefully written to summarise the essential contents of the paper, and not just section headings or conclusions. The abstract should, as a rule, present the basic assumptions, information on the methods used, and main results. It should be written as a single paragraph.

**Keywords.** The authors of scientific, research and technical papers are asked to suggest the appropriate descriptors (keywords) for their papers.

The descriptors should be given in the language of the text and in English, listed in the alphabetical order in the language of the text.

The authors of classified papers receive one copy of the journal.