**Submission guidelines**

The manuscripts format for ACBXII-2024 International Conference must be strictly followed by this guide and the manuscript cannot be accepted for publication unless all formatting requirements are met.

1. The **original articles** should be as rule 3-10 pages, with tables, figures and references. The Organizing Committee may accept larger manuscript as an exception only after the approval.
2. Contributions to the Journals are to be in Azerbaijan or English. Authors are encouraged to have their contribution checked for grammar.
3. The manuscript has to be in docx (Word 2007 or higher) or doc (older Word versions) format and can be used the style type [Calibri] only.
4. The paper must be on an 8.27-inch x 11.69-inch (21.0 cm x 29.7 cm) page size, and must be in a single, page-wide column. Do not use two or more columns in your paper.
5. All pages should have a 1-inch (2.54 cm) margin on all sides (top, bottom, right, and left). Final pagination and insertion of running titles will be done by the publisher.
6. Manuscript has to contain the **cover list** with:

* First line is the **Title** (centered, 12pt, bolt, and full capital letters).

The title should be as brief as possible (not more than 15 words) and reflect the main findings. If the title contains the Latin names of the objects of study, they should be unabbreviated and comply with the generally accepted taxonomic nomenclature.

* The list of **authors’ names** (centered, 12pt, only the first letters to be capitalized) follows to title and has to include the names of all authors, the style for the names is first name then family (last) name, with a comma after each author until last one.
* The **addresses of the authors’ affiliations** (centered, 11pt letters) follow the list of authors. Each address should be contained in case of higher education organization:

1. the department and faculty name;
2. the name of the university (or education institute);
3. the name of the city and the country;

in case of research institute or center:

1. the department or laboratory name;
2. the name of the institute or center;
3. the name of the city and the country.

If there is more than one address then a superscripted number, followed by a space, should come at the start of each address. In this case, each author should also have a superscripted number or numbers following their name to indicate which address is the appropriate one for them.

In the “Author Names and Affiliations” prohibited using any professional title (e.g., Director, Chair of Department et al.), any academic title (e.g., Prof., Dr. et al.) or any membership of any organization.

* Please, also provide **e-mail** address for corresponding author after the last address like (centered, 10pt letters, in italic).
* The **abstract** (12pt) follows the e-mail addresses of corresponding author, should give readers concise information about the content of the article, and has been normally restricted to a single paragraph with no more than 150-200 words.
* **Keywords:** *keyword 1; keyword 2; keyword 3, ...* (3-5 keywords in 12pt letters, italic)

1. **The text of manuscript** is to be typeset in 12 pt and 1.15 line spacing.
2. The manuscript must be containing **following sections:**
3. **INTRODUCTION;**
4. **MATERIALS AND METHODS;**
5. **RESULTS AND DISCUSSION;**
6. **CONCLUSIONS;**
7. **REFERENCES.**

Section numbers to be in roman.

1. Major headings should be typeset in boldface with the letters capitalized (11pt). The text paragraph should start on a new line.
2. Typeset subheadings (in 12pt font) in medium face italic and capitalize the first letter of the first word only. Subheading and sub subheadings numbers to be in Arabic numerals.
3. **The reference** numbers (in 12 pt font) should be placed in square brackets [X]; for example [2], [3–6] or [6, 8].
4. The **REFERENCES** (in 12pt font)are to be listed in the order cited in the text in Arabic numerals. They should be listed according to the style shown in the REFERENCES (please pay attention to punctuation and spacing).

**REFERENCES**

*Example References*

*Journal articles*

Author 1 A., Author 2 B., … Title of the article. *Abbreviated Journal Name,* **Year**, Volume, Issue (or *No*), pp. 1–37, DOI:

*Book and book chapter*

Author 1 A., Author 2 B. *Book Title*, 3rd ed.; Publisher: Publisher Location, Country, **Year**, 352 p.

Author 1 A., Author 2 B. Title of the chapter. In *Book Title*, 2nd ed.; Editor 1, A., Editor 2, B., Eds.; Publisher: Publisher Location, Country, **Year**, Volume 3, pp. 1–20.

*An unpublished work*

Author 1 A.B., Author 2 C.D. Title of Unpublished Work. *Abbreviated Journal Name* stage of publication (under review; accepted; in press)

*Report*

Author 1 A., Author 2 B. (Institute, City, State, Country). Report title, **Year**, pp. 1–20.

*Patent*

Author 1 A. The title of the patent (if available). *Patent Office Name, Patent Number 123456,* May 2020.

*Conference Paper*

Author 1 A.B., Author 2 C.D., Author 3 E.F. Title of Presentation. In Title of the Collected Work (if available), Proceedings of the Name of the Conference, Location of Conference, Country, Date of Conference; Editor 1, Editor 2, Eds. (if available); Publisher: City, Country, Year (if available); Abstract Number (optional), Pagination (optional)

*Thesis*

Author 1 A.B. Title of Thesis. Level of Thesis, Degree-Granting University, Location of University, Date of Completion

*Websites*

Title of Site. Available online: URL (accessed on Day Month Year)

*Newspapers*

Author 1 A.B. (Year, Month Date of Publication). Article Title. Newspaper Title, pp. 3-4 or p. 3. Newspaper homepage URL

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13. If the authors wish to acknowledge the assistance/support of persons and/or science foundations or programs in performing the study, the corresponding information should be given under the heading **Funding and** **Acknowledgments** after the body of text, before the list of references.

**Funding:** This research was funded by [NAME OF FUNDER], grant number [NNN] (in 11pt font).

**Acknowledgments:** We are grateful to [First name Middle name initials Family (last) name 1, First name Middle name initials Family (last) name 2, …] for valuable discussions and the referee for useful comments. OR We thank [First name Middle name initials Family (last) name 1, First name Middle name initials Family (last) name 2, …] and the referee for useful comments (in 11pt font).

14**.** **Figures and Tables**

Figures should contain as little text as possible; individual panels should be marked with lowercase Latin letters or Arabic numerals, which are explained in the figure captions. Figure captions must be below the figure, in 11pt font and centered.

Tables (with no column lines!) should be compact; in printed form, their size should not exceed one journal page. Table captions must be above the table and in 11pt font and centered.

Figures and tables should be placed in the main text under and near to the first time, they are cited. Location of each table and figure at the first mention of them in the text should be placed in square brackets [X], for example, [Figure 1] or be cited in the main text as Figure 1, Table 1, etc.

15. **Formatting of Mathematical Components**

Main text paragraph. Use the equation editor or Math Type for equations. 1st example of an equation:

|  |  |
| --- | --- |
|  | (1) |

and 2nd example of an equation:

|  |  |
| --- | --- |
|  | (2) |

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