

Instructions for authors (Title: Arial 12 pt, bold, left-aligned, indentation of the entire paragraph 1 cm on the left, space before the paragraph 100 pt, after the paragraph 12 pt, single line spacing, no hyphenation)

First name Surname^{1a*}, First name Surname², First name Surname^{1, 2b} (Arial 10 pt, left-aligned, indentation of the entire paragraph 1 cm on the left, space after the paragraph 12 pt)

¹ Research Unit/University, Department/Faculty, Institute, Department, etc.

² Research Unit/University, Department/Faculty, Institute, Department, etc.

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(whole: Arial 9 pt, left-aligned, indentation of the entire paragraph 1 cm on the left)

Abstract (Times New Roman 10 pt, bold, left-aligned, indentation 1 cm on the left, space before the paragraph 12 pt, after the paragraph 6 pt)

The text of the abstract (Times New Roman, 10 pt, justified, indentation of the entire paragraph 1 cm on the left, without hyphenation) **at least 1000 characters** including spaces.

Keywords (formatting like Abstract)

keywords (expressions up to 3 words), separated by commas, no more than 5 keywords (phrases), it is recommended to avoid parts of the title, beginning with a lowercase letter, without a dot at the end (Times New Roman, 10 pt, left-aligned, indentation of the entire paragraph 1 cm on the left, space after paragraph 36 pt, without hyphenation)

1. Introduction (Times New Roman 11 pt, bold, left-aligned, numbered, space before paragraph 12 pt, after paragraph 6 pt, single line spacing, no hyphenation)

The file name, should include surname of the first author, the initial of the first name and an abbreviated title, e.g. "Smith J. – Silage fermentation ...". **Please use the styles used in this manual** to ensure that all texts have the same formatting.

The text should be provided in English, allowing editing (MS Word), at least 4 pages, Times New Roman 11 pt, single line spacing, indentation of the first line of the paragraph 1 cm (the first paragraph after each heading without indentation). Automatic hyphenation enabled (except: title, authors, affiliation, abstract and keywords).

Page setup: A4 size (210x297 mm), margins: top 4,7 cm, bottom 4,4 cm, left 3,7 cm and right 3,7 cm. Do not number the pages.

2. Experimental part (formatting like point 1)

Authors should be entered by giving their first name, then their surname. If the co-authors have **different affiliations**, the surname of each of them should be followed by the numbering in the superscript: ^{1, 2, etc.} In the case of having an **ORCID number**, it should be placed after affiliations by numbering in the superscript: ^{a, b etc.} (placed two numbers in one line). If it is necessary to provide **more than one e-mail address**, the following numbering should be used: *, **, *** (placed in one line).

3. Discussion of the results

An example of a **bulleted list** (leading character: dash, no indentation, extension 0,63 cm):

- content first;
- content last.

Example of a **numbered list** (1., 2., 3. or a), b), c), no indentation, extension 0,63 cm):

1. Content first.
2. Content last.

The text in **tables** should be the same size as in the text. The contents of the cells should be aligned horizontally to the centre. In the headlines of the table, use 15% shading, Times New Roman 10 pt, bold, vertically and horizontally centred.

Tab. 1. Title above the table (Times New Roman 10 pt, left-aligned, space after the paragraph 3 pt, before: empty line)

Substrat	Dry matter	Dry organic matter	Ammonium nitrogen
1			
2			

Figures can be placed in colour, but their legibility should be kept on a black and white printout. Smaller figures should be placed on one line by two, using the table as in the example below. Line with figures aligned downwards, line with captions - upwards. Both lines are left-aligned.

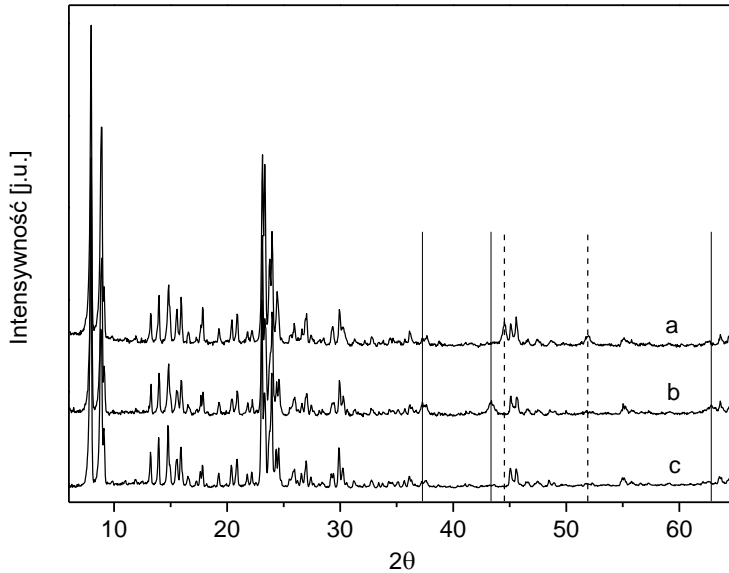


Fig. 1. Caption under the figure (Times New Roman 10 pts, left-aligned, space before the paragraph 3 pts, after: an empty line)

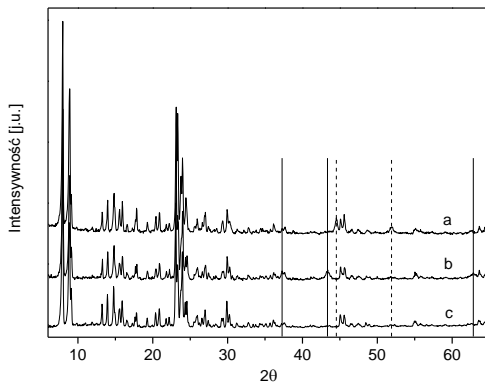


Fig. 2. Caption under the figure (formatting the same)

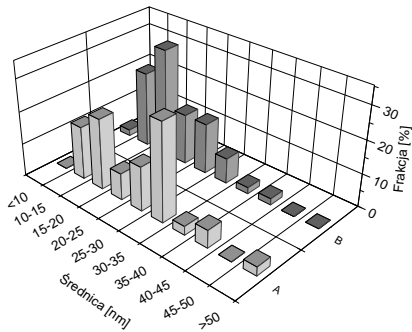


Fig. 3. Caption under the figure (formatting the same)

The patterns should be numbered consecutively throughout the body of the text, and the pattern numbers should be right-aligned. To offset the pattern from the number, use the tabulator until the pattern is centered, e.g.

$$\eta' \equiv \frac{b_q}{b} = \frac{3}{4} \varepsilon_a \left(\frac{T_a - T_0}{T - T_0} \right) \frac{T^4 - T_a^4}{T_a T^3} \quad (1)$$

where:

T - temperature [K].

Do not use any embellishments other than bold and italics. Use generally accepted **abbreviations**, do not start the sentence with the abbreviation. Only use legal **units of measurement**. **Orphans**: do not leave at the end of the line one-letter words, initials of the name and value, if it occurs with a unit and this is in the next line. Models:

4. Bibliographic citations according to APA rules

Footnotes should be placed in the main text (not in footnotes):

- a) giving the name of the author/authors and the year of publication in round brackets, e.g. Dąbrowski wrote about it (2016), saying that...
- or
- b) if the surname does not appear in the text, it should be entered in round brackets, e.g. (Dąbrowski, 2016).

When quoting a part of the text verbatim, the page numbers should be provided, e.g. (Dąbrowski, 2016, pp. 230-231). When referring to two or more publications in the same parentheses, they should be sorted alphabetically according to the first authors' surnames, separated by a semicolon. Two or more publications by the same author should be arranged in ascending order according to the year of publication: (Dąbrowski, 2009, p. 118; Dąbrowski, 2016, p. 230).

Bibliography **References** (formatting like point 1)

Examples of writing a bibliography (sort the list alphabetically, do not number, use an extension 0,63 cm, end each item with a dot, Times New Roman 10 pt, justified, without hyphenation):

- Chen, Y., Cheng, J.J., Creamer, K.S. (2008). Inhibition of anaerobic digestion process: A review. *Bioresource Technology* 99(10), 4044-4064.
- Nawrocki, J., Biłozor, S., Ilecki, W. (2001). Utlenianie w technologii uzdatniania wody. W: J. Nawrocki i S. Biłozor (red.), *Uzdatnianie wody. Procesy chemiczne i biologiczne*. Warszawa: Wydawnictwa Naukowe PWN.

Notes to the bibliography list:

- a) in the case of several publications by the same author in the same year, the letters a, b, c should be added after year, e.g. Kowalski, J. (2017a), and used in the same way in cross-references in the main text;
- b) if the DOI number is known, it should be given at the end of the item;
- c) provide the range of page numbers for articles in journals (without the page symbol: p. or p./pp.);
- d) a comma should be used between the surname and the initial of the first name, individual elements (e.g. authors, year, article title, journal title with numbering, publisher) should be separated with a dot.

Acknowledgement

The publication is financed by (...) under the project "Project title" (Times New Roman 10 pt, italics, left-aligned).