

## INSTRUCTIONS FOR AUTHORS

Editors of the magazine "Architectus" issued by the Faculty of Architecture of Wrocław University of Technology, with the intention of facilitating editorial works, would like to ask all of our Authors to comply with the suggested principles of preparing texts and illustrations. These principles constitute a set of universally accepted rules.

### General information

The Editors accept unpublished works which tackle issues concerned with theory of architecture, urban planning, green areas formation, esthetics etc. including the following domains:

- a) Heritage and present days
- b) Presentations
- c) Our masters
- d) Reports.

The magazine is published in two language versions, so the Editors accept works in Polish, English or a different Congress language. The article should be of 0.5–1 publishing sheet.

After acceptance of the article for printing, the Publisher is entitled to the general rights of printing and propagating in all fields of exploitation. Each publication has all rights reserved. No part of the publication may be reproduced in any form, published or promoted without the permission of the Publisher and copyright holder.

The original version of the journal is on-line.

### Reviews

By sending their works to us, the Authors hereby consent to the reviewing process. The review procedures are concordant with the MNiSW (Ministry of Science and Higher Education) principles published by the Ministry ([www.nauka.gov.pl](http://www.nauka.gov.pl)). All the works sent to us become subject to assessment, first by the Editors and next by the Reviewer. The principle of bilateral anonymity (double-blind) is obligatory. The Author is informed about the result of the review. The final decision as to the acceptance for printing purposes is taken by the Editor-in-chief.

### Prevention of scientific non-reliability

The Editorial Office does not accept articles in which there are occurrences of "ghostwriting" and "guest authorship", and all revealed irregularities shall be exposed by the Editorial Office.

### Civil liability

While the Editors do make an effort to take care of the content of the magazine, the person responsible for the content of the particular article is its Author. The Editors and Publishers cannot be held responsible for any unconsciousness which may result from the Author's infringement of the copyright.

Authors are given one copy of the issue of the magazine in which their article was published.

### Article

The Author is obliged to deliver the printed article to the Editor's Office in one copy (computer printout on A4 page with double space between lines and a 3cm margin at least on one side). It is absolutely necessary to include a separate printout of all the figures and charts.

#### 1. Page one of the work must contain:

- title of the work
- full name and surname of the Author(s) of the work
- the shortened title which will be placed in the running title
- full name of the institution that the Authors represent (in official wording).

2. **Abstract** – each article must be accompanied by its abstract. The abstract (summary) cannot exceed 300 words.

#### 3. Key words (3–5 words).

4. **Footnotes** – we suggest using footnotes pertaining to the subject matter (commenting and completing the basic text), and not being only references to the bibliography.

5. **Abbreviations, symbols, foreign language expressions** – we recommend using only the standard abbreviations or symbols and we urge you to remember to quote the full name the first time a given expression appears in the text.

#### 6. Bibliography

It ought to be ordered according to citations. It must not include more than 30 entries. Each of these entries must have its footnote in the text (number of the particular entry given in square brackets). The following way of recording should be used for bibliographic addresses:

##### • books:

author's surname and the first letter of the name, title of the work, volume, name of editor, place and year of edition

[1] Huntington S.P., *Zderzenie cywilizacji i nowy kształt ładu światowego*, Muza S.A., Warszawa 2008.

##### • magazine articles:

author's surname and the first letter of the name, title of the work, name of magazine in quotation marks, year, volume, pages

[1] Norberg-Schulz Ch., *Heideggera myśli o architekturze*, „Architecture” 1985, No. 1(243), 18–21.

##### • collective works:

author's surname and the first letter of the name, title of the work, [in:], editor's surname and the first letter of the name, title of the work, volume, name of editor, place and year of edition, pages

[1] Butters Ch., *Housing and timber construction in Norway: status, trends and perspectives for sustainability*, [in:] K. Kuismanen (ed.), *Eco-House North*, Pohjois-Pohjanmaan Litto/Econo projekti, Oulu 2007, 138–147.

#### 7. Illustrations and charts

The work can contain up to 10 illustrations. All the illustrations and charts must be numbered (in accordance with the order in which they are discussed/they

appear in the text) and captioned (if possible, in two language versions, i.e. Polish and English). The text should have reference to all illustrations and charts (in the appropriate order).

#### **8. Enclosures**

– Author's address for correspondence, including academic degree, name and surname, address of institution, telephone number, e-mail address (for the knowledge of the Editors)

– a signed affirmation that the work originated according to the ethics principles obligatory in science (example in www periodicals).

#### **9. Electronic version**

The typescript ought to be accompanied by its electronic version on CD or DVD. The final version of the text (exactly corresponding with the typescript) must be written with the extension in the .rtf or doc. format. Illustrations can be recorded in the commonly used graphic formats such as TIFF, PCX, BMP, JPG (non-compressed). The files' resolution must be 300 dpi. Colour illustrations should be recorded with the CMYK spectrum of colours.

Works prepared, if inconsistent with the presented recommendations will be sent back to the Author in order to be supplemented.