TITLE of paper *(12-p. font, bold, capitals)*

Author(s) Name and Surname *(12-p. font, bold)*

Name of affiliation (10-point font, italic, justificationleft, typed in lower case letters with initial capitals. Please, do not abbreviate names), address, e-mail.

Abstract: it should be a single paragraph of no more than 250 words, typed with 9-point font, justification full. An abstract should present the main points of the paper and give the principal conclusions. Please do not write separately the word <abstract>.

KEY WORDS: 9-point font in lower case letters, not exceeding 6 words.

# title of section

The titles of the sections should be in capitals, typed with 11 point font, bold, justification centre.

Paper: text 10-point font, justification full. The style used should be consistent through the manuscript.

All papers should be prepared on A4 size (210 x 297 mm) white paper. Use single spacing paper with the following margins: left – 4.19 cm; right – 4.14 cm; top – 3.0 cm; bottom – 8.25 cm. Please use Times New Roman fonts.

MSWORD 2007 -2013 (\*.docx) is the preferred word processing format. **The paper** **should be no longer than 8 pages** (including figures, tables and photographs). **All papers must be supplied in electronic format using PC Word both in docx and pdf format.** Please send your contribution to: Pavel Vlasak, chairman of the Conference, ts2017@ih.cas.cz

## Title of sub-section

The titles of sub-sections should be in capitals, typed with 10 point font, bold, justification centre.

Please, leave one empty line between text and title of a section and between text and title of a sub-section. Leave one empty line between all separate sections mentioned above. Please, do not use running headlines, for example do not repeat the title of the paper or the name of an author on top of each page. Do not number the pages.

Figures, photographs: all photographs, figures and diagrams should be referred to as figures and numbered serially with Arabic numerals in the order they are mentioned in the text. A complete set of figures suitable for publication must be included (original tracing or line drawings in black ink, sharp clean prints or printouts of line drawings, or black and white glossy photographs). It is the responsibility of the author(s) to provide figures suitable for publication. Lines must not be broken, faint or very fine, since such lines may disappear during the various photographic processes of publication. Please do not send over-reduced figures. Please mount all figures directly into the text at the appropriate places. The Proceedings will be published in black and white only.

Each caption should be a brief but complete description of the figure it refers to. Please use 9-point font, justification centre.

Tables: 9-point font. For numbering use word <Table x> (justification right). The title of the table with centre justification.

Fig.1 Values of Manning’s coefficient for a range in water (*Times New Roman, 9 p*.)

Table 1

Heavy metal content in soils (*Times New Roman, 9 p*.)

Notation: if many symbols are used, define these in an alphabetical list (Roman letters first, then Greek letters) in a section headed NOTATION (times New Roman, 9 p.F.) at the beginning of the text (after the abstract). There is no need to repeat the definitions in the text. SI units should be used throughout.

## ACKNOWLEDGEMENTS

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REFERENCES *(times New Roman, 9 p.)*

All publications cited in the text should be presented in alphabetical order of the authors. In the text make references by name and year, e.g. Lee and Bankoff (1984), Powell et al. (1995).

References should be given in the following form:

1. Hlastala, M.P., Berger, A.J., 1996. Physiology of Respiration, Oxford University Press, London.
2. Lee, S.C., Bankoff, S.G., 1984. Parametric effects on the onset of flooding in flat-plate geometries. Int.J. Heat Mass Transfer 27, 1691-1700.
3. Powell, C., Blair, T., Bush, G., 1995. Measurements of the interfacial waves. Proc. 3rd Int. Conf. on Multiphase Flow, Eds.:Suzuki,T.,Aoki,R., Yokohama (Japan), 2-5 May 1995, CD-ROM, #123.