

**INSTRUCTION FOR PREPARATION PAPERS  
IN ARCHIVE OF PHOTOGRAMMETRY, CARTOGRAPHY AND  
REMOTE SENSING**

**First Name and Surname <sup>1</sup>, second Name and Surname <sup>2</sup>, third Name and Surname <sup>3</sup>**

<sup>1</sup> Name of institute, faculty, university or institution (without address)

<sup>2</sup> Name of institute, faculty, university or institution (without address)

<sup>3</sup> Name of institute, faculty, university or institution (without address)

**KEY WORDS:** first word, second word, (5-8 key words)

**ABSTRACT:** The authors of the articles are obliged to prepare the text with illustrations in camera-ready form. The preferred used text editor should be a 97 or more recent version of the Microsoft® Word. To ensure the style is uniform, every article should be prepared strictly according to the given template and guidelines. The articles will be published in a volume of the cyclical publication „Archives of Photogrammetry, Cartography and Remote Sensing”, in a black-and-white graphic design, in form of a book in B5 format (16.5 × 24 cm). The text of the article together with illustrations, tables, footnotes, bibliography and extended summary in English should be no longer than 10 pages. The article should be sent in digital form in format \*.docx. The size of the file should not exceed 10 MB. In this part there is a place for a short summary in English, up to 200 words that presents basic the thesis of the work and the research methods that were applied and the obtained results.

**1. PRINCIPLES OF PREPARING THE ARTICLES FOR PRINTING**

The text of the article ready for publishing should be prepared on pages of A4 size (210 × 297 mm) and printed on one side. The size of the column of a page should be 13 cm × 19 cm. Margins of a page: upper – 5 cm, lower – 5.7 cm, left – 4 cm, right – 4 cm. Title of the article in English – font 11 p., with capitals, in bold, space before – 0 p., space after – 18 p. First name and surname of the author or other authors – 10 p., in bold, space before – 0 p., space after – 12 p. Affiliation – 10 p.; in case of several institutions, single interline required, space before – 0 p., space after – 24 p. Title, authors and affiliations should be centered. Text of the key words should be aligned to the left. Text of the summary – 9 p., with a single interline, aligned to the left and to the right margin. Titles of the main chapters – 10 p., with capitals, in bold. Titles of the sections of the chapters – 10 p., in bold, with an indentation of 0.75 cm. Spaces before and after the title of the chapter or the section of the chapter – 1 line (before the first chapter – 2 lines). The text of the article should be written in style of Times New Roman, 10 p., with a single interline. The text should be justified.

Indentation of the first line of the paragraph – 0.75 cm; space after each paragraph – 6 points. The text of the article should not exceed 20 pages.

### **1.1. Additional editorial guidelines.**

In the process of preparing the text for publication in the article, we request: the following rules be followed:

- do not divide words,
- do not end the line with the Enter key, excepting the end line of a paragraph (hard space),
- do not create an indentation in a paragraph with a key of the tab stop or the space,
- do not adjust the text with the space bar,
- do not leave single letters at the end of the line; they should be shifted to the next line by using the hard space (Shift + Ctrl+ Space),
- in case of the words in a foreign language, they should be distinguished by the italics, e.g. remote sensing – fr. Télédétection,
- do not write the words with a spaced font, e.g. T I T L E,
- do not use bold or underline the words or the phrases in the text.

Other, chosen examples of the recommended text edition:

- ranges of the values should be written as follows: e.g.  $3 \div 5 \mu\text{m}$ ,
- kg / m / kJ / mm instead of kg. (Kg) / m. / kJ. (KJ) / mm should be written,
- $2 + 3 > 4$  instead of  $2+3>4$ , but  $-6 / +6$  instead of  $- 6 / + 6$  should be written,
- it is recommended to write: 0.50 instead of 0,50; 1 000 instead of 1,000 and 10 mm instead of 10mm.

### **1.2. Figures, pictures, tables and formulas**

Figures, pictures and tables should be inserted in the text. The size of drawings, figures and tables with captions cannot exceed the size of the column ( $130 \times 190 \text{ mm}$ ). Figures, pictures and tables can be placed in the column vertically or horizontally. Figures and pictures saved in format JPEG, TIFF, BMP should also be attached as separate files. Captions under figures should be centered with space before – 3 p. and space after – 6 p. Descriptions of the tables should be centered above the tables with space before – 6 p. and after – 3 p. The content of the tables should be written in font Times New Roman, max 9 p. In case of referring to the drawing in the text, the word „figure” should be used. If the author refers to the figure in form of a link, the abbreviation (fig.) is to be put in brackets. The word „table” should be used in both cases.

Fig. 9. Caption of the figure

The formulas should be inserted with help of a formula editor (Microsoft Equation). Symbols of the variables in formulas and in text should be written in italics. Mathematical formulas should be set in the axis of the column, centered, with a number of the formula in round brackets, adjusted to the right edge of the column (as in the example below).

A formula editor should be used also for inserting one formula in one line and numbering them in order, putting the number of a formula in brackets. It is recommended the formulas be referred to by their numbers, e.g. formula (1)

$$\int_0^l E_{tot} ds \rightarrow min. \quad (1)$$

## 2. LITERATURE

A bibliographical list should be written in font Times New Roman 10 p., with a space between lines of exactly 10 p. and a space after – 3 p. (as in the pattern below). It is recommended that the references of the sources be prepared according to the standard of ISPRS presented in the document "Guidelines for Authors Preparing...". References in the text should be put in brackets, e.g. (Kowalski, 2006), (Brown, 2005; Nowak, 2006b) or, in case of several authors, the reference consists of the surname of the first one and expression *et al.* in italics, e.g. (Kowalski *et al.*, 2005). In the chapter „Literature” all the publications should be listed in alphabetical order. If there is more than one publication of the same author, positions in the bibliographical list will be ordered chronologically. If there are several publications from the same year, successive letters will be added to the year.

### 2.1 Examples of the references to the bibliographical sources

Reference to the journal:

Smith J., 1987a. Close range photogrammetry for analyzing distressed trees. *Photogrammetria*, 42(1), s. 47-56.

Reference to the book:

Smith J., 1989. *Space Data from Earth Sciences*. Elsevier, Amsterdam, s. 321-332.

Reference to other publications:

Janowski A., Sawicki P., Szulwic J., 2004. Wizualizacja 3D w standardzie OpenGL obiektu architektonicznego na podstawie danych fotogrametrycznych. *Archiwum Fotogrametrii, Kartografii i Teledetekcji*, Vol. 14, s. 271-278.

Smith J., 2000. Remote sensing to predict volcano outbursts. *The International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences*, Kyoto, Japan, Vol. XXVII, Part B1, s. 456-469.

Reference to the web pages (without underline):

Moons T., 1997. Report on the Joint ISPRS Commission III/IV Workshop "3D Reconstruction and Modeling of Topographic Objects", Stuttgart, Germany. <http://www.radig.informatik.tu-muenchen.de/ISPRS/WG-III4-IV2-Report.html>

Phaseone. 2006: <http://www.phaseone.com>

ProCam. 2006: <http://www.aicon.de>

**OPTIONAL TITLE OF THE ARTICLE, KEY WORDS AND SUMMARY IN  
POLISH**

SŁOWA KLUCZOWE: first word, second word, (5-8 words)

**Streszczenie**

Po rozdziale "Literatura" należy umieścić tytuł pracy w języku angielskim: czcionka 10p., wersaliki bold, odstęp przed tytułem 2 linie (bez linii, jeśli tytuł zaczyna się od początku strony), po tytule – 12 p. Następnie należy podać słowa kluczowe – 9 p. i śródtytuł "Summary" – czcionka 10 p., bold, z odstępem jednego wiersza przed i po.

Tekst rozszerzonego streszczenia w języku polskim powinien mieć objętość od 250 do 500 słów i zawierać główne tezy pracy, zastosowane metody badawcze i uzyskane wyniki. Streszczenie w języku angielskim należy sformatować następująco: czcionka 9 p., z pojedynczym odstępem między wierszami, wyrównanie do lewego i prawego marginesu. Wcięcie pierwszego wiersza każdego akapitu – 0.75 cm, bez odstępu po akapitach.

Details of authors:

Scientific degree, Name and Surname

e-mail:

tel:

fax:

Submitted

???.??.????

Accepted

???.??.????

