

## TITLE IN CAPITAL LETTERS

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**ABSTRACT:** This set of instructions follows the format required for the *French-Polish Colloquium Łódź 2016* short papers.

### 1. INTRODUCTION

The paper must be submitted in RTF or DOC format. The file must be uploaded in the *French-Polish Colloquium Łódź 2016* web site <http://17fpc.p.lodz.pl> by August 29<sup>th</sup>, 2016. These electronic files will be used in the review process and in the book of short papers.

### 2. GENERAL REQUIREMENTS

#### 2.1 Format

This page is formatted in an **A4 Standard size**. The recommendations for the margins are the following: left margin = 20 mm, right margin = 20 mm, top margin = 15 mm, and bottom margin = 15 mm.

#### 2.2 Length

Short papers including all figures and tables must not exceed **2 pages**.

### 3. WORD PROCESSING

#### 3.1 Font Type and Size

All text must be **9 point Arial font**. The title, the authors and the addresses must be **10 point Arial font**

#### 3.2 Language

Papers must be written in English.

#### 3.3 Text Format

All text should be **single-spaced**. The text should be **fully right and left justified**. Main Headings and Subheadings in this sample document are already formatted to provide the required spacing.

Use **two separation lines** with the following:

- Immediately after Authors' names and addresses

Use **one separation line** with the following:

- Immediately after paper title
- Immediately before and after equations
- Immediately before and after Tables
- Immediately before and after Figures
- Between Paragraphs

#### 3.4 Equations

Place equations and formulae centred in separate lines. Number Equations consecutively with the equation number placed flush to the right margin in parenthesis. Example of equation:

$$KU = F \quad (1)$$

#### 4. FIGURES AND TABLES

The number of tables and figures should be limited. Figures and Tables should be referred to in text as figures using Arabic numerals e.g. Fig. 1, Table 1 etc, in order of appearance. Captions should be bold and centred immediately below illustrations and tables. Example of caption:

**Figure 1- Caption**

#### 5. REFERENCES

References should be cited in the order in which they appear in the text and indicated with a number in square brackets in the text at the relevant point e.g. [1].

The following are examples of style:

1. Dulieu-Barton, J.M. and Quinn, S. (1988) Thermoelastic stress analysis of oblique holes in flat plates. *Int. J. of Mech. Sci.* 41, 557-546
2. Broberg, K.B. (1999) *Cracks and Fracture*. Cambridge University Press, Cambridge
3. Lesniak, J.R. and Boyce, B.R. (1994) A high speed differential thermography camera. *Proc. SEM Spring Conf. on Exp. Mechanics*, Baltimore, 491-497