

## Guidelines for Authors

**Typescript:** The typescript presented in the mother tongue of the Author should not exceed 22 sides (of A4 size, in Times New Roman font 12) and written without column division (a total of 40 000 symbols together with spaces). We ask articles to be sent in the print version and in the electronic form formatted into Word.

**Author:** Next to the author / authors name, the full name and the address of the institution and in case of the leading author, also a correspondence address (the tel., the fax and the e-mail) should be written.

**Title:** The Title in the mother tongue of the author should be short and concise (Times New Roman font 16). The article should also include the title in English.

**Abstract:** Abstract in English and Polish (or in the mother tongue of the author and in English), length up to 250 words, should reflect the structure and the plot of the works, as well as giving conclusions from the applications (in New Times Roman font 10).

**Keywords:** One should give keywords, both in Polish as well as English (be in the mother tongue of the author and in English), containing altogether up to 5 words characterizing the subject matter of the works. Keywords should not be the repeating of the title.

**Text:** The Structure of the article must correspond to general rules of preparing an academic publication. The admission should contain the synthetic presentation of the state of the knowledge on the topic in question and determine the purpose and the scope of the works. Information about materials and testing methods should be enabled to perform a repeat of the procedures and to receive comparable results. Results should be introduced exhaustively and intelligently, and their interpretation compared with results of other authors. The ending should be introduced with clear conclusions from the achieved results and their interpretations.

**Literature:** References to literature should show the name of the author and the year of the publication of the text in the article. Under the enclosed list „Literature” must contain all quotes entered in alphabetical order according to the surnames (first from authors in the case of team works), listing all authors. Written surnames should be a Cyrillic alphabet given in the transcription according to the norm PN-83/N-01201. Referring mainly to reviewed publications is recommended. One should give titles of magazines in full.

### Examples:

Chang S. *et al.*: *The safety measures against deformation of the track. Safety and security in railway engineering*, Transactions of the Wessex Institute, 2010.

If it is an article from a magazine, the bibliographical position should be in the following manner:

Girsch G., Jörg A.: *Heat-treated rails – technology and economic benefits*, Rail Technology Review, 2012, nr 1.

If the author is quoting views taken from electronic sources, under the list of literature (web pages), the bibliographical view should be in the following manner:  
Stone N.: *The globalization of Europe*. Harvard Revue Business [online], May–June 1989, [access: 3 September 1990], available on WWW.harvard.com.

**Tables, drawings and illustrations:** One should additionally prepare tables, pictures and graphs in a separate attachment. Pictures, fundamentally black and white, should be sent in a ready to go to press form. All titles, descriptions and signatures of tables and pictures must be kept to a minimum on account of the need to also give them in English.

**Copyright:** With the print version, the author will send the declaration that he is filing the presented version for the press to the Publisher, and is handing the negotiable copyright over to the Railways Institute and the works have not been previously published or are violating the copyright of any other persons.

**Barrier ghost-writing and guest authorship** according to the definition of the Ministry of Science and Higher Education, are necessary to ensure the scientific accuracy of the article/works. By *ghost-writing* we are referring to when somebody is used to provide the essential elements in a published article without revealing one's complicity as one of the authors or without exchanging his role in credits/ /thanks placed in the publication.

By „guest authorship” („honorary authorship”) we are referring to when the participation of the author is slight or generally speaking didn't take place, and yet is an author/co-author of the publication.

With reference to the above, the editorial section of Railways Reports' is applying to authors of joint publications with the polite request (in the text of articles or in reference marks) of information about the technical contribution of individual co-designers of works, as well as about persons and institutions of publications contributing to the formation of such. In the article one should also report about

sources of the funding of the research described in the publication, contribution of research institutions, associations and other operators.

A leading author is responsible for the truth of the individual co-authors stating information concerning the contribution.

**We are inviting Authors, irrespective of affiliation, to send their works.**

Articles should be sent to the following address:

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