INSTRUCTIONS FOR AUTHORS

I. Submission of a paper

1. The journal *BULETINUL INSTITUTULUI POLITEHNIC DIN IAŞI, Secţia AUTOMATICĂ şi CALCULATOARE,* is referred in the sequel as *BIPI-AC*.

2. The submission of a paper to *BIPI-AC* implies the authors' guarantee that the reported results have not been published or submitted for publication elsewhere. The first author should fill in and sign the Copyright Transfer Agreement.

3. The papers may be written in English (preferably), but also in French, German, Italian or Spanish languages. In all cases an abstract in English is required.

4. The authors who wish to publish in *BIPI-AC* should submit the papers in MS Word format to one of the address editor@ac.tuiasi.ro or to one of the editors of the journal.

5. Papers accepted to publication are to be limited to a printed length of 10-12 pages (even number). In special cases the maximum printed length may be extended to 20 pages.

6. The proofs are sent in general directly or by e-mail to the corresponding author with the request to send back the corrected proofs within two weeks. Corrections or changes should not imply major differences from the accepted form of the paper.

7. The corresponding author is supposed to give e-mail address, postal address and telephone number. A number of 25 copies of each published paper will be supplied free of charge to the corresponding author.

8. All manuscripts become property of the Bulletin and will not be returned to the author(s) even if a manuscript is not accepted for publication.

II. Details regarding the manuscript

For the style used to edit the papers please **check the example given on the web-site and also the papers published in the latest issues.**
The papers adhering to the style of *BIPI-AC* are likely to be published sooner than those needing extensive revision.

The structure of the submitted paper should follow the current style of *BIPI-AC*. The following suggestions are to be considered.

1. The *title* should be short, specific and informative.

2. The possible *subtitle* of a single paper or the successive subtitles of a paper split into many parts should also be given.

3. The name(s) of the author(s) is followed by authors' affiliation. If the authors are from different departments, universities or research institutes, then an asterisk will be put for the members of the same department as the first author, two asterisks for the members of the same department as the second author and so on.

4. The *abstract*, not exceeding 150 words should be independent of the text, but able to present the aim of the research and the essential of the original reported results. It must not contain abbreviations, bibliographical references or references to figures.

6. The *key words* aim is to indicate by some significant words, the main notions and research fields approached in the paper.

7. The *2010 Mathematics Subject Classification* must be given by the author – see http://www.ams.org/mathscinet/msc/msc2010.html.

8. It is useful and recommended to divide the full text in sections and sub-sections, with titles assigned with serial Arabic numbers. The first section is usually, but not obligatory, titled **Introduction**. The last section, usually titled **Conclusions**, reflects the findings of the author, in the form of a set of concise sentences. Reference to the full text should appear as "Sec." (ex. Sec. 2).

9. If a word, a composite expression or a sentence is to be emphasized in a text, it should be written in italics or in quotation marks.

10. All illustrations – drawings, diagrams, photographs – are called figures and should be denoted and referred to as "Fig.". They should be numbered serially by Arabic numbers and appear in text in the order (ex. Fig. 1, Fig. 7). The parts of a composite figure should be labelled by a, b … (ex. Fig. 1a, Fig. 2c). Letters and numerals in a figure should not be less than 2 mm high. The maximum size of a simple or composite figure is 120 x 160 mm. The graphs format should be only BMP or EPS. Colour figures will appear only in the online version of papers. All papers are printed in black-and-white; therefore the authors should take that into consideration when preparing the figures in order to ensure their readability.

11. The tables are assigned serial Arabic numbers, corresponding to the sequence of their appearance in the text. References to tables in the text should appear as "Table" with capital first letter (ex.: Table 1, Table 5).

12. Figures and tables should be placed either in the full text, near to where they are referred to in text, or at the end of the manuscript.

13. Mathematical symbols and equations should be typed in the font corresponding to the text (11 pt.) or to the abstract (10 pt.). Symbols of scalar quantities, in text or in formulae, should be written in italics, vector-matrix quantities in bold-italic. Function names and measuring units should not be typed in italics or bold (ex. $\sin \alpha$, $\tan \gamma$, $\ln y$, dx, kg, N/m^2, °C, K). Equations should be numbered sequentially with Arabic numbers. They should be referred to in text as "Eq." or "Eqs." (ex. Eq. (1), Eqs. (2) and (3)).

14. Acknowledgements should follow the main text. Personal acknowledgements should precede those to institutions or agencies.

15. Appendices are encouraged for specific topics, mathematical details or some voluminous data. They are labelled by capital letters (ex. Appendix A, Appendix B, etc.). The equations appearing in appendices are numbered sequentially (A1), (B3), and are referred to as Eq. (A1) or Eqs. (A1) and (B3).

16. References are listed in the alphabetical order of the authors. The authors are responsible for the accuracy of the references quoted in their paper. Citations in the text are given as (Author_1 & Author_2, 2011), (Author_1 *et al*., 2012). The form (Author *et al*., 2010a, b) is used when there are two papers of the same author(s) published in the same year.

17. The papers published in *BIPI-AC* end with an abstract in Romanian. For non-Romanian authors, it will be provided by the editor.

18. For other details on the style used to edit the papers, **please check the example given on the web-site and also the papers published in the latest issues**. The papers adhering to the style of *BIPI-AC* are likely to be published sooner than those needing extensive revision.