|  |  |
| --- | --- |
| UDK:  |   |

Instructions for Writing Papers for Technics and Informatics in Education Conference [[1]](#footnote-1)

Name Firstauthor2, Name Secondauthor3 and Name Thirdauthor2

2 Name of Institution/Department, City, Country

3 Name of Institution/Department, City, Country

e-mail address

*Abstract: The abstract should outline the main ideas and results of the paper. It should not exceed 150 words. Do not cite references in the abstract.*

*Keywords: first; second; third*

# INTRODUCTION

These instructions give you guidelines for typing camera ready papers for the 6th International conference Technics and Informatics in Education.

The paper should consist of a title, author's name(s), affiliation, abstract, introduction, main text with section titles and subheadings (if any), conclusion, acknowledgment (if any), and references. The length of the paper is limited to six pages including tables and illustrations. The authors' affiliations should appear immediately following their names.

This electronic document is a template and is used to format your paper and style the text. The template provides authors with most of the formatting specifications needed for preparing electronic versions of their papers. The various components of your paper (title, text, heads, etc.) are already defined on the style sheet, as illustrated by the portions given in this document. All margins (top margin of 55 mm and bottom margin of 47 mm, and left and right margin of 40 mm), line spaces, and text fonts are prescribed; please do not alter them.

## **Full-Sized Camera-Ready (CR) Copy**

Times New Roman font are strictly required. Prepare your camera ready paper on the A4 paper size (210 mm x 297 mm). You are not allowed to use US letter-sized paper.

Justify both left and right columns. Use automatic hyphenation and check spelling. Do not add page numbers.

# HELPFUL HINTS

## **Abbreviations and Acronyms**

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title or heads unless they are unavoidable.

## **Units**

* Use either SI (MKS) or CGS as primary units. (SI units are encouraged.) An exception would be the use of English units as identifiers in trade, such as “3.5-inch disk drive”.
* Do not mix complete spellings and abbreviations of units: “Wb/m2” or “webers per square meter”. Spell out units when they appear in text: “. . . a few henries”, not “. . . a few H”.
* Use a zero before decimal points: “0.25”, not “.25”. Use “cm3”, not “cc”.

## **Figures and Tables**

Figure captions should be below the figures; table heads should appear above the tables. Insert figures and tables after they are cited in the text. Use the abbreviation “Fig. 1”, even at the beginning of a sentence.

**Table 1.** *Table captions should be placed above the table*

|  |  |  |  |
| --- | --- | --- | --- |
| **Graphics** | **Top** | **In-between** | **Bottom** |
| Tables | End | Last | First |
| Figures | Good | Similar | Very well |

Use words rather than symbols or abbreviations when writing Figure axis labels to avoid confusing the reader.

**Figure 1.** *Insert caption to place caption below figure*

## **Equations**

Number equations consecutively. Equation numbers, within parentheses, are to position flush right, as in (1), using a right tab stop. To make your equations more compact, you may use the solidus (/), the exp function, or appropriate exponents. Italicize Roman symbols for quantities and variables, but not Greek symbols. Use a long dash rather than a hyphen for a minus sign. Punctuate equations with commas or periods when they are part of a sentence, as in

  

Note that the equation is centered using a center tab stop. Be sure that the symbols in your equation have been defined before or immediately following the equation.

## **Some Common Mistakes**

* The word “data” is plural, not singular.
* In American English, commas, semi-/colons, periods, question and exclamation marks are located within quotation marks only when a complete thought or name is cited, such as a title or full quotation. When quotation marks are used, instead of a bold or italic typeface, to highlight a word or phrase, punctuation should appear outside of the quotation marks. A parenthetical phrase or statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical sentence is punctuated within the parentheses.)
* A graph within a graph is an “inset”, not an “insert”. The word alternatively is preferred to the word “alternately” (unless you really mean something that alternates).
* Do not use the word “essentially” to mean “approximately” or “effectively”.
* In your paper title, if the words “that uses” can accurately replace the word “using”, capitalize the “u”; if not, keep using lower-cased.
* Be aware of the different meanings of the homophones “affect” and “effect”, “complement” and “compliment”, “discreet” and “discrete”, “principal” and “principle”.
* Do not confuse “imply” and “infer”.
* The prefix “non” is not a word; it should be joined to the word it modifies, usually without a hyphen.
* There is no period after the “et” in the Latin abbreviation “et al.”.
* The abbreviation “i.e.” means “that is”, and the abbreviation “e.g.” means “for example”.

If your native language is not English, try to get a native English‑speaking colleague, or somebody fluent in English to proofread your paper. Use grammar existent in text editor.

## **Other Recommendations**

Citate treba označavati brojevima u uglastim zagradama, a u listi referenci ih složiti po redosledu kako se pojavljuju u tekstu (pogledati primere koji su dati u nastavku).

Za navođenje članaka objavljenih u časopisima van srpskog govornog područja, koristite jezik na kome su objavljeni (Yorozu i dr., 1987).

# zaključak

The Arab numerals are used to number the section headings. Do not number ACKNOWLEDGMENTS and REFERENCES. Use space after periods (full stops).

Unless there are six authors or more give all authors' names; do not use “et al.”. Capitalize only the first word in a paper title, except for proper nouns and element symbols.

List of references should be arranged first alphabetically and then further sorted chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters 'a', 'b', 'c', etc., placed after the year of publication.

For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation (Yorozu et al., 1987).

# ACKNOWLEDGEMENTS

Acknowledgements are written in separate chapter, which is not numbered. The title of the chapter should be “Acknowledgements” and it should be formatted as chapter heading. The text of the acknowledgement is formatted as body text.

# references

1. Finney, J. (1970). Time and again. New York, NY: Simon and Schuster.
2. Jameson, J. (2013). E-Leadership in higher education: The fifth “age” of educational technology research. British Journal of Educational Technology, 44(6), 889-915. doi:10.1111/bjet.12103
3. Nevin, A. (1990). The changing of teacher education special education. Teacher Education and Special Education: The Journal of the Teacher Education Division of the Council for Exceptional Children, 13(3-4), 147-148.
4. Sayre, Rebecca K., Devercelli, A.E., Neuman, M.J., & Wodon, Q. (2015). Investment in early childhood development: Review of the world bank’s recent experience. doi:10.1596/978-1-4648-0403-8
5. Tumulty, K. (2006, April). Should they stay or should they go? Time, 167(15), 3-40.
6. Vex, A. & Smith, K. (2016). Testing the patience. Education, 5(2), 1-10.
7. Yorozu, Y., Hirano, M., Oka, K. & Tagawa, Y. (1987). Electron spectroscopy studies on magneto-optical media and plastic substrate interface. IEEE Transl. J. Magn. Japan, vol. 2, pp. 740–741.
1. Enter a reference if the paper was developed within the project [↑](#footnote-ref-1)