

How to prepare the summary

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The preliminary (final) summary must be prepared on a sheet of A4 size (297x210 mm) with all margins equal to 25 mm. The single spaced text should be typed preferably in Times New Roman font with use of the Microsoft Word editor (any version); PDF format is also acceptable.

Start at the top of the page with the title of your contribution (font size 14 pt., bold, left aligned). Skip two lines below the title and type the authors' name(s) in the following order: initial(s), surname (font size 12 pt., left aligned). Underline the name of the author delivering the paper. On a next line, enter the affiliation of each author with full postal address; telephone, fax, and e-mail connections are desirable (12 pt., left aligned).

Then skip two lines and begin your summary text (12 pt., justified). Font size 12 pt. is mandatory since the summary will be reduced to half size (A5 format) for a hard copy booklet, "Set of Summaries". Therefore, a smaller font may not be legible. Two pages are allowed for the summary. You can locate any text, equations, figures, references, etc. within the area available. Avoid photographs because reproduction decreases their quality. Anything in colour will be printed as black and white.

The final summary must be received before 31 May 2010, however **only in the case if it is different** from the preliminary one. The best mode of submission is direct uploading at the address www.chisa.cz/2010 using your personal log-in password. The preliminary summary will be used if the final summary is not received in time.

In case you wish to modify anything later, please **DOWNLOAD AT FIRST** your summary from the website (see List of papers) – because here is accessible the version already edited. In this way we shall avoid re-formatting the abstract again in order to be compatible with the above rules.

Then, you can modify it and resubmit; resubmission will automatically notify the administrator of database about some change. This is also the easiest way how to announce correction of the title, authors, affiliations, etc. It is valid what is in summary.

Thank you for observation of the above instructions.