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Paper title

Firstname Lastname[[1]](#footnote-1),\*, Firstname Lastname[[2]](#footnote-2), Firstname Lastname2

**Abstract** The abstract of the paper, in the form of a single paragraph not exceeding 250 words, should briefly summarize the essential information on the presented study. The abstract should give the background, objectives, methods, results and conclusions of the research project. The abstract should not include detailed description, citations or mathematic equations.

**Keywords** list 3–10 appropriate keywords specific to the article, separated by commas

# Introduction

The introduction should give an outline of the state of the art in the field of the presented research problem. It should include (depending on expected knowledge of readers) some information on theoretical background of the research, definition of key concepts, explanation of principles, laws, formulae etc. The aim of the research should be also defined and justified in the introduction.

# Section heading

The introduction is followed by further sections according to the authors’ needs. To keep the structure of the headings clear, it is not recommended to put long sections of text between a heading and the next lower-level heading (in a place like this).

## Subsection heading

The template makes use of Word styles for text formatting. Individual formatting without using the predefined styles is not recommended besides highlighting parts of text by **boldface** or *italics*, necessary modifications in tables and other simple formatting. Default styles are used for normal text (Normal) and for three levels of numbered section headings (Heading 1, 2, 3).

## Front matter

The first lines in the template contain the journal title, volume and DOI – this information will be added by the editor before publishing.

These lines are followed by the paper title in the English language and names of all authors (in the order *first name*, *last name*) without academic degrees or other information. Each author’s name is followed by a reference to a footnote where affiliation is given, with the address of the institution but without e-mail or phone contacts. In case of more authors from the same institution and department, only one footnote should be inserted and a reference for other authors should be added manually – an example is also included in this template.

One of the authors is marked as the corresponding author, which is done by an asterisk following the affiliation reference. The asterisk refers to a manually added footnote containing the phone and e-mail contacts of the corresponding author.

The front matter of the document ends with two paragraphs containing the abstract of the paper and keywords in English. Both paragraphs are formatted using the style Abstract.

## Special formatting

### Bullet-point list

This is an example of an unordered (bullet-point) list in the text. Suitable indentation is defined in the multilevel list style List A:

* list item (level 1),
* list item (level 1),
  + list item (level 2),
  + list item (level 2),
    - list item (level 3),
* list item (level 1).

### Enumerated list

This is an example of an ordered (enumerated) list using the style List B:

1. list item (level 1),
2. list item (level 1),
   1. list item (level 2),
      1. list item (level 3).

# Objects

## Figures

Figures (photographs, drawings, diagrams, plots) should be inserted “in line with text” rather than as floating objects with text wrapping. In case of narrow figures which would leave large white areas on the sides, it is possible to put two of them next to each other and refer to them as “left”/“right” or “a)”/“b)”.

A figure is inserted into a paragraph with the style Paragraph with figure which takes care of centering and prevents page breaks. Every figure has a caption below containing a brief description of the figure and a reference to the source if necessary. The caption starts with “Fig.” and a number; it is recommended to make use of the captions tool to insert the captions and make cross-references. Cross-reference to a figure in the text should be as follows: (see Fig. 1), Fig. 1 shows ... etc.

Fig. 1 Figure sample; source: ...

## Tables

The table style is characterized by thicker horizontal lines on top and bottom (1 pt) and thinner lines below the table header (0,5 pt), which may be used in other suitable places as well. Vertical lines are not used. This formatting can be easily applied by using the table style “Table A”. Coloured background of table cells should be used only if required to convey information.

Text alignment within cells follows the needs of the particular data reported. To remove extra vertical paragraph spaces, it is recommended to apply the No Spacing text style and then modify text alignment and other font/paragraph attributes if required (e.g. set smaller font size if it is necessary to accommodate the table to the page width).

Tab. 1 Table sample; source: ...

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Wagon type |  | Rils212.6 | Rins655 | Rilns R26 |
| Length over buffers | [m] | 19.90 | 20.00 | 20.09 |
| Bogie pivot distance | [m] | 14.86 | 14.86 | 15.05 |
| Loading length | [m] | 18.53 | 18.51 | 18.50 |
| Loading area | [m2] | 51.2 | 50.2 | 50.5 |
| Tare | [t] | 24.5 | 24.5 | 24.6 |
| Payload | [t] | 55.5 | 65.5 | 62.4 |

Each table is preceded by table caption containing the label “Tab.”, number, brief description and reference to a source of the data if necessary. It is recommended to use the captions tool with the caption “Tab.”. A table is referred to in the text as follows: The results are summarized in Tab. 1.; Tab. 1 summarizes the results ... .

## Equations

Simple mathematical expressions can be inserted inline in normal text, e.g. *a*2 + *b*2 = *c*2. The equation editor can be used for the same purpose: . Stand-alone mathematical equations are centered and labelled by a number in parentheses at the right margin. The caption Equation is used in automatic generation of the equation number.

The correct alignment can be set simply using the paragraph style Paragraph with equation, as demonstrated here:

(1)

where *E*k is kinetic energy, ... (the symbols used in the expressions should be clearly explained). However, to avoid vertical compression of large operators and fractions and to allow proper cross-referencing, it is more suitable to insert the equation into a table with invisible borders as shown here:

|  |  |  |
| --- | --- | --- |
|  |  | (2) |

A cross-reference to an equation in the text looks like this: (2).

## Citations

The journal uses the Harvard style of bibliographic references. A list of cited publications is arranged in the References section at the end of the document. The items are sorted alphabetically according to the name of the first author or the institution given as author. Examples for various types of sources (journals, books, standards) are given in the References section of this template.

References in text are given in parentheses (Last name, year), similarly in the case of two authors (Johnson and Smith, 2020; Black and White, 2019) or with more than two authors (Johnson et al., 2020). The authors’ names can be used in a sentence, e.g. Johnson (2020) demonstrated that ..., Johnson and Smith (2020) demonstrated that ..., or Johnson et al. (2020) demonstrated that ....

# Conclusions

The last numbered section is Conclusions. The section should summarize the essential outcomes of the presented research, draw broader conclusions and possibly give ideas for further research. The conclusions section is not a suitable place for first presentation of the results and their analysis – this should be given in the previous sections. Conclusions can make use of a bullet-point list to clearly present individual statements.

Acknowledgements

In this section, the authors should make a reference to the funding of the research (funding body, project number) and possibly acknowledge the contribution of persons who are not among the authors of the paper.

References

Harvard referencing style – examples:

**Monograph:**

Author 1, A.B., Author 2, C.D. and Author 3, E.F. **Year**. *Book title.* Edition. Place of publication: Publisher.

Široký, J., Cempírek, J. and Gašparík, J. **2012**. *Transport Technology and Control*. Brno: Tribun EU.

**Journal article:**

Author 1, A.B., Author 2, C.D. and Author 3, E.F. **Year**. Paper title. *Journal Name*, volume(number), page numbers.

Wei, L., Duan, H., Chen, S., Jia, D., Jin, Y., Qian, X., Liu, J. and Li, J. **2019**. Discussion on the influence of driving parameters of civilian cars on motor oil degradation. *Proceedings of the Institution of Mechanical Engineers, Part J: Journal of Engineering Tribology*, 233(2), pp. 281–288. <[https://doi.org/10.1177/1350650118776567](https://doi.org/10.1177%2F1350650118776567)>

Author 1, A.B., Author 2, C.D. and Author 3, E.F. **Year**. Paper title. *Journal Name*, volume(number), page numbers. [Online]. Available at: URL [Accessed: date of access].

Author 1, A.B. and Author 2, C. Unpublished paper title. *Journal Name*, stage of publishing (under review; accepted; in press).

**Conference proceedings paper:**

Author 1, A.B. and Author 2, C.D. **Year**. Paper title. *Proceedings title*. Venue, date. Place of publication: Publisher, page numbers.

Matuška, J. and Malinka, T. **2017**. Special Urban Transportation Service for People with Disabilities in the Czech Republic. In *Transport Means: proceedings of the international scientific conference*. Juodkrantė, September 20–22. Kaunas, Lithuania: Kaunas University of Technology, pp. 485–488.

**Website:**

Author, A.B. (can be the name of copyright owner). Year of publication/copyright. Name of the webpage. [Online]. Available at: URL [Accessed: date of access].

Policie ČR. © 2020. *Statistika nehodovosti*. [Online]. Available at: <https://www.policie.cz/clanek/statistika-nehodovosti-900835.aspx?q=Y2hudW09Mg%3d%3d> [Accessed: 2020, July 1].

**Standard:**

Standards agency name. **Year**. *Standard title.* Standard number. Place of publication: Publisher.

International Standards Office. **1998**. *Information and documentation: Bibliographical references: Electronic documents*. ISO 690-2. Geneva: ISO.

**Law:**

Name of the country. **Year**. Law title. In: collection of laws title. Edition: page number. Available at: URL (if applicable).

Czech Republic. **2000**. Act. No. 361/2000 Coll. [In Czech: Zákon č. 361/2000 Sb., o provozu na pozemních komunikacích, ve znění pozdějších předpisů]. In: Sbírka zákonů české republiky.

1. institution name (university, faculty, department), institution address (street, postcode, town, country) [↑](#footnote-ref-1)
2. institution name (university, faculty, department), institution address (street, postcode, town, country)

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