SOR'23

The 17th International Symposium on Operations Research in Slovenia

Bled, SLOVENIA, September 20–22, 2023

Instructions to authors

1. **Use a template in DOCX or in TEX format**.

2. The paper should be written in English. Each paper should be provided with Abstract reporting concisely on the purpose and results of the paper. There should be up to 8 keywords.

3. Paper has to be of A4 format with 2.6 cm margins (left, right, top, and bottom) in 1 column and with single line spacing. The pages must not be numbered. The text should be justified on both sides, with its every single paragraph beginning 1 cm to the right (except for the Abstracts). See the attached example.

4. Text has to be written in font Times (or Times Roman, Times New Roman and similar).

5. The paper should be short and concise. **The length of the paper should not exceed four (4) pages. Each additional page, if approved by the PC, will be charged 50 €.**

6. Paper has to include:
   - *title* (14 pt, capitals, bold, centred),
   - *name(s) of author(s)* (10 pt, bold, centred), *address(es), e-mail(s)* (10 pt, normal, centred),
   - *abstract* (up to 6 lines, 11 pt, normal, justified),
   - *keywords* (up to 6, 11 pt, normal, justified),
   - *text* (introduction, elaboration with the presentation of main results of the contribution, conclusion with advantages, limitations, possibilities of application and direction for further research, etc.) (12 pt, justified),
   - *references or/and bibliography* (11 pt, justified).

7. **Title:** The title of the paper should be concise and informative – it should unambiguously reflect its contents. Avoid abbreviations and formulae where possible.

8. **Author names and affiliations:** Present the Authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the Author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name, and, if available, the e-mail address of each Author.

9. **Abstract**: The abstract should be clear, descriptive and not longer than 100 words. It should precise the paper giving a clear indication of the results it contains.

10. **Keywords**: Keywords (up to 8 keywords) are index terms or descriptions for information retrieval systems. Words selected should reflect the essential topics of the article and may be taken from both the title and the text.

11. **Subdivision of the article:** Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2…), 1.2, etc. (the abstract is not included in section numbering). In typing the article, titles and subtitles should not be run within the text. They should be typed on a separate line, without indentation.

12. **Tables, figures, and illustrations** should be numbered consecutively with Arabic numerals and inserted in the text where they are to appear (for details see the attached example). Each table or figure should be labelled with an appropriate title or short description.

13. **Numbers** should be separated by non-breaking spaces (e.g. 1 000 000), with decimals a decimal point should be used (e.g. 3.14159).

14. **Equations and formulas** should be written in one row only. They should be concise and unambiguous. The measure units should be used everywhere; where they are likely to cause ambiguity or not be readily understood by an international readership, units should be put in full.

15. At the end of the paper the list of the used references and of the remarks given should be typed. Remarks should be numbered consecutively, within the text they should be marked with the exponential number (e.g. traffic[1]). The **references** should be typed in alphabetic order, in the text it should be marked with the number in square brackets (e.g. [1]). **Citations** in the text: Please ensure that every reference cited in the text is also present in the reference list (and vice versa).

∇ **Paper has to be submitted online** (https://sor.fov.um.si/paper-submission/) in Microsoft Word format (*.doc or *.docx) **and** Adobe Acrobat format (*.pdf) **or** in Latex format (*.tex) **and** Adobe Acrobat format (*.pdf).

∇ **Deadlines**:
- Submission of papers: .... **June 2, 2023**
- Referee's reports: .... **July 3, 2023**
- Submission of revised papers and copies of bank transfer .... **August 25, 2023**

∇ The **registration fee** has to be paid **till August 25, 2023**. Please, **submit a copy (scanned document) of bank transfer online** (https://sor.fov.um.si/registration/).