

---

**GENERAL GUIDELINES FOR AUTHORS**

---

Authors are encouraged to submit original research papers, short scientific communications, book reviews, etc. in the area of meteorology, hydrology and related fields.

**Language:** Papers are accepted in English, American spelling for issues 1 to 4. For issue 5, published in Bulgarian language, all papers should have titles, abstracts, figure captions and table titles in both Bulgarian and English.

**Page size and margins:** Page size has to be 16.5 x 23.5 cm. All materials should fit within the following margins: 2.00 cm from the top and bottom, 1.5 cm from the left and right.

**Structure:** Manuscript should be structured as follows: title; authors names; authors affiliations; abstract; keywords; main text; acknowledgements; appendices; references.

**Title:** Title should be in 14pt Times New Roman (TNR) font, bold, centered on the page, in sentence case style.

**Authors:** Full names of all the authors should be in 11pt TNR, bold and centered on the page. The e-mail address of the corresponding author should be given in the footnote.

**Affiliations:** Affiliations and postal addresses should be in 11pt TNR, italic, centered on the page.

**Abstracts and Keywords:** Abstracts should not exceed 500 words. Keywords should be maximum 5. Both should be written in 10pt TNR, justified, with spacing 18pt before and 6pt after, with 1 cm left and right indent.

**Body text:** Text should be in 11pt TNR, justified, with single line space. Main sections should be numbered, written in 11pt TNR bold capital letters, left aligned, with spacing 18pt before and 6pt after. Sub-sections should be numbered correspondingly, in 11pt TNR bold, sentence case style, left aligned, with spacing 18pt before and 6pt after. First paragraph of the text after section's title is with 0 cm left indent, while the first line of the following paragraphs starts with 0.5 cm left indent.

**Units:** Authors should follow SI units. Units are not italicized.

**Figures/Images:** Figures should be placed in the body text as close as possible to the reference. They should be numbered, with captions in 10pt TNR, placed below them and centered. Color or black figures should be designed in an appropriate format according to the page size and margins, so that to be well visible when printed. Raster images should be not less 300 dpi in the natural size.

**Tables:** Tables should be placed in the body text as close as possible to the reference. They should be numbered separately from the figures, with captions in 10pt TNR, placed above them and left aligned. Tables should not be too bulky.

**Citations and references:** Citations within the text should be placed in parentheses with the author's last name and year separated by a comma. The "et al." construction should be used for citations with three or more authors. Ex: (Petrov, 2016), (Petrov&Ivanov, 2016), (Ivanova et al., 2016). If the authors' names are included in the sentence, only the year should be placed in parentheses. Ex: ...as stated in Petrov (2016). Multiple references should be listed alphabetically and separated by semicolons. Ex: (Agov, 2000; Botev, 2016; Cacic et al., 1999). References should be in 10pt TNR, left hanging by 0.5 cm. They should be completed in the following style: (a) for journal articles - author(s), year in parentheses, paper title, journal name, volume, inclusive page numbers; (b) for books - author(s), year in parentheses, title, publisher, number of pages; (c) for contribution in a book: author(s), year in parentheses, title of the contribution, In: editor(s), title, publisher, page numbers.

**MS Word template** of a paper is available at [http://meteorology.meteo.bg/global-change/for\\_authors.html](http://meteorology.meteo.bg/global-change/for_authors.html)

**Submission:** Manuscripts should be submitted as attachments to the e-mail address of the journal [BJMH@meteo.bg](mailto:BJMH@meteo.bg).

**Copyright form:** The Copyright form, available at [http://meteorology.meteo.bg/global-change/for\\_authors.html](http://meteorology.meteo.bg/global-change/for_authors.html), should be filled, signed and sent back to the Editor-in-Chief together with the final version of the manuscript.