

NVHH2025-0001

## Conference paper template for authors

X. Author<sup>1\*</sup>, Y. Author<sup>2</sup>, Z. Author<sup>2,3</sup><sup>1</sup>Department name,  
University name, City, Country<sup>2</sup>Department name,  
University name, City, Country<sup>3</sup>Department name,  
University name, City, Country

\*Corresponding author, e-mail: X.Author@edu.bme.hu

### Abstract

This document contains helpful information for the preparation of the manuscript for the NVHH2025 conference. Including the layout, illustration, text style and referencing guidelines are interpreted as your paper will appear in the proceedings. It is highly advised to follow these guidelines to keep uniformity between submissions as much as possible. Please send any comments or questions by e-mail to NVHH@gpk.bme.hu.

### Keywords:

key1, key2, key3

## 1. Introduction

The goal of this template is to achieve uniformity in the papers appearing in the NVHH 2025 Conference. The typography, layout and style used in these instructions are the same as you should use when preparing your paper. The papers will be attached to the proceedings 'as is'. No final corrections will be made by the publisher.

The paper must be sent in MS Word docx or doc format.

The official language of the Conference is English. Papers written in other languages will not be accepted.

The final paper must be at least four (4) pages long but not exceed eight (8) pages in length. Every paper will be numbered separately. Please leave the numbers in the footer and do not modify them.

## 2. Authors

The paper title and authors should be exactly in the format as indicated in this template to maintain uniformity throughout the proceedings.

Affiliations of authors should be indicated by superscript numbers as in the example. Do not use academic titles (Prof. Dr. etc.).

## 3. Paper formatting

### 3.1. Print area

The paper size is A4 (210mm x 297mm). Set the page margins to 20 mm for the top margin and 18 mm for bottom, 20 mm for left, and 20 mm for right.

### 3.2. Title

Put the title directly under the top margin. The title should be in Times New Roman 14 point bold centred. Use capitals as indicated in the title of this example. The authors section should be in Times New Roman 10 point normal.

### 3.3. Abstract

Your abstract should not exceed 100 words. It should provide a brief summary of the contents of your paper. Begin typing your abstract 90 mm from the top margin. It should be centred across the page, indented 12 mm from the left and right page margins and justified. The heading Abstract should be typed in Times New Roman 10 point bold font. The body of the abstract should be in Times New Roman 10 point normal.

### 3.4. Keywords

Leave one carriage return between the abstract and the keywords. The heading Keywords should be in Times New Roman 10 point bold. The keywords should be in Times New Roman 10 point normal, separated with semicolons. Select keywords that can be used to identify the subject of your paper.

### 3.5. Paper body

Begin typing your paper 130 mm from the top margin. Use a two-column format, and set the spacing between the columns at 5 mm, so that column width is 82,5 mm.

### 3.6. Paper body

Times New Roman 10 font must be used. Please do not use other fonts. Follow this rule also in figures.

If it is necessary to use another font, please embed the font to the document (Word options – Save – check embed fonts in the file)!

The line spacing should be set at single spacing ‘at least 10 points’. Leave 3 points after each paragraph.

### 3.7. Font and line spacing

Times New Roman 10 font must be used. Please do not use other fonts. Follow this rule also in figures. If it is necessary to use another font, please embed the font to the document (Font should be set, but in case of any change, please try to stick with defined format.)!

The line spacing should be set at single spacing ‘at least 10 points’. Leave 3 points after each paragraph.

### 3.8. Headings and heading spacing

We recommend using no more than three levels of headings, indicated in these instructions as Heading 1, Heading 2, and Heading 3. The styles for these headings are included in the original word template. Here one can find the  $\text{\LaTeX}$  version, but at any time, please refer to the word template for certainty.

Avoid loose Headings to appear at the bottom of a page.

## 4. Heading 1

Indicating the major parts of your paper, use the Heading 1 Style with numbering beforehand (section command). This style is used for the following section headings in this text: Introduction, Formatting the paper, etc.

The style for Heading 1 is Times New Roman 11 point bold. The numbering is used with a 5 mm hanging indent to accommodate the number and 3 point spacing after the heading.

### 4.1. Heading 2

To denote logical subsections of major sections, use the Heading 2 style (subsection command). Number the subsections accordingly. In these instructions, for example, the subsections of Section 3 are numbered 3.1, 3.2, 3.3, etc.

#### Heading 3

To denote further divisions of a subsection, if relevant, use Heading 3 (subsubsection command). These divisions are not numbered. The style for Heading 3 is Times New Roman 10 point italic placed to the left margin, with 3 point spacing before and after the heading. Begin typing the text in the line beneath the heading.

## 5. Text

### 5.1. Terminology and Symbols

We recommend that authors adopt the common scientific terminology and that they use SI units.

### 5.2. Style

The following list summarizes several important points of style to keep in mind when preparing your paper for the NVHH 2025 Conference:

- Do not use underlining in your paper.
- Use bold for emphasis but keep its use to a minimum.
- Use a consistent spelling style throughout the paper (US or UK).
- Use single quotes.
- Use %, not percent.
- Do not use ampersands (&) except as part of the official name of an organization or company.
- Keep hyphenation to a minimum. Do not hyphenate ‘coordinate’ or ‘non’ words, such as ‘nonlinear’.
- Do not end headings with full stops.
- Leave one character space after all punctuation.

### 5.3. Mathematic expressions and equations

Equations should be placed to the left margin and numbered at the right margin. Leave 6 points before and 6 points after the equation, as indicated in the Equation style on the Word template.

$$n_{H,k}(\text{rpm}) \approx \frac{60 \frac{s}{\min} \omega_n(\text{Hz})}{Z(k - \sigma_0/4)}, \quad (1)$$

$$a_{F,l}(\text{m}) \approx \frac{120 \frac{s}{\min} \omega_n(\text{Hz})}{Zl} \lambda_{F,l}. \quad (2)$$

For equation font sizes, use 10 point for full size, 8 point for subscript and superscript, and 6 point for sub-subscript and sub-superscript.

Use italics for variables ( $u$ ); bold for vectors (no arrows) ( $\mathbf{u}$ ); bold italic for variable vectors ( $\mathbf{u}$ ) and capital bold ( $\mathbf{U}$ ) for variable matrices. Use  $i^{th}$ ,  $j^{th}$ ,  $n^{th}$ , not  $ith$ ,  $jth$ ,  $nth$ . The order of brackets should be  $[( )]$ , except where brackets have special significance.

### 5.4. Lists

Mark each item with a solid bullet ‘•’ or with an Arabic numeral followed by a full stop, e.g., 1. 2. 3. and so on. Be consistent in marking list items.

Refer to Section 5.2 for an example of a bulleted list. Following is an example of a numbered list:

1. For complete or near complete sentences, begin with a capital letter and end with a full stop.
2. For short phrases, start with lower case letters and end with semicolons
3. Do not capitalize or punctuate single items.
4. Use a colon to introduce the list.

Table 1: Example for two-column tables.

Column 1	Column 2	Column 3	Column 4	Column 5
Row 1	Row 1	Row 1	Row 1	Row 1
Row 2	Row 2	Row 2	Row 2	Row 2

## 6. Figures and Tables

Make sure that all graphical content is sharp and printable in sufficient quality (at least 300 dpi, CMYK). It is possible to use both grayscale and coloured graphics.

Lines should be thick enough to allow proper reproduction in printed and in electronic formats as well.

When preparing figures and tables, make sure that all lettering inside the figure is no smaller than the size of the paper text - 10 point.



Figure 1: The NVHH 2025 logo

Take care that figures copied from other sources do not contain Asian fonts!

Number figures and tables consecutively, e.g., Fig. 1, Fig. 2, Fig. 3; Tab. 2, Tab. 2, Tab. 3. See Fig. 1 and 2 for examples of figure and caption placement. See Tab. 1 for an example of a table centered across two columns.  $\LaTeX$  provides little support for two-column-wide Tables in two-column articles. The table will appear on the top of the next page from the position in the text.

For a simple Table, see Tab. 2.

Table 2: Example for simple tables.

Column 1	Column 2	Column 3	Column 4
Row 1	Row 1	Row 1	Row 1
Row 2	Row 2	Row 2	Row 2

Each figure and each table must have a caption. Captions should be centred at the foot of the figure and typed in the same 10 point font used in the paper but italic. Begin the

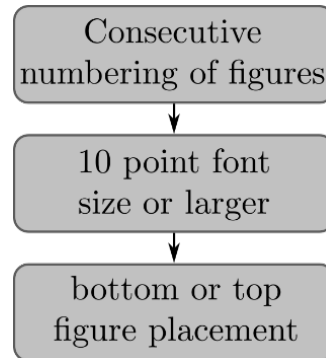


Figure 2: Diagram of the system

caption with a capital letter and end with a full stop. Always refer to figures as 'Fig.'. Leave 6 point spacing between the figure and the caption. Place the figure or table on the text page as close to the relevant citation as possible, ideally at the top or at the bottom of a column. If a figure or table is too large to fit into one column, it can be centred across both columns at the top or the bottom of the page. Make sure that it does not extend into the page margins. Do not wrap the text around the figures. The figures have caption below the figure. The tables have caption above the table.

## 7. Summary

This paper summarizes the instructions for preparing an electronic publishing paper for the proceedings of the NVHH 2025 International Conference.

## 8. Acknowledgements

If you wish to express gratitude to all who contributed to your paper, please put this section into your text.

## 9. References

Relevant works previously published must be cited in the reference list. List the references at the end of the paper, in order of appearance in the text.

References are to be marked in the text by numbering them in appearing order (in square brackets), e.g. [1], [2], [3] or [1]–[3]. Only those publications actually cited in the paper can be included in the list of references. Do not use the at al. expression, just the numbering. Please follow the format for references as follows:

- [1] for journal papers,
- [2] for proceedings papers,
- [3] for technical reports or thesis.

## References

- [1] A. A. Author, “Title of paper,” *Journal*, vol. 10, no. 2, pp. 234–241, 2022. DOI: (if applicable).
- [2] A. A. Author1 and B. B. Author2, “Title of paper,” in *Title of conference proceedings including place and date of conference*, B. B. Editor, Ed., Place: Publisher, 2024, pp. 234–241, ISBN: (if applicable).
- [3] A. A. Author1, B. B. Author2 and C. C. Author3, “Title of report/thesis,” Identification code, document type (e.g. Ph.D. dissertation), Institute or publisher, Location, 2020.