

Requirements for the elaboration of the scientific papers

The experiment type paper

The research paper must include:

- **the title of the paper and the author** (authors) of the research; The title of the paper will be written with Times New Roman, Size 12, Bold, Align Left, The names of the author or authors of the research will be written with Times New Roman, Size 12, Bold, Align Left, one line under the title of the paper, preceded by the highest academic degree. Under the author's name, the department (departments) and institution (institutions) name will be written, through which the article can be assigned, the contact address and the e-mail of the person (persons) responsible with the manuscript mailing or reprint and the source of the material support in the form of the GRANTS (not more than 40 characters including spaces) if need be, with Times New Roman, Size 10, Align Left.
- **the structured abstract and 3-5 key words** will be written with Times New Roman, Size 10, Justified;
- **the introduction** and the object of the research will be written with Times New Roman, Size 10, Justified, two columns;
- **the hypothesis** (hypotheses) of the research, **the procedures and methods** of research (subjects, applied tests), **results, discussions, conclusions** will be written Times New Roman, Size 10, Justified, two columns;
- the **bibliography** will be written with Times New Roman, Size 10, Justified, two columns, First Line Indent 0cm, Hanging Indent 1cm, Left Indent 1cm. **The names of the articles will be written in italics.**

The essay type paper

The essay type paper must contain:

- **the title of the paper and the author** (authors) of the research; The title of the paper will be written with Times New Roman, Size 12, Bold, Align Left, The names of the author or authors of the research will be written with Times New Roman, Size 12, Bold, Align Left, preceded by the highest academic degree. Under the author's name, the department (departments) and institution (institutions) name will be written, through which the article can be assigned, the contact address and the e-mail of the person (persons) responsible with the manuscript mailing or reprint and the source of the material support in the form of the GRANTS (not more than 40 characters including spaces) if need be, with Times New Roman, Size 10, Align Left.
- **the unstructured abstract and 3-5 key words** will be written with Times New Roman, Size 10, Justified;
- **the introduction and the object of the research, the content, the conclusions** will be written with Times New Roman, Size 10, Justified, two columns;
- the **bibliography** will be written with Times New Roman, Size 10, Justified, two columns, First Line Indent 0cm, Hanging Indent 1cm, Left Indent 1cm. **The names of the papers/ articles will be written in italics.**

The chapters of the research paper will be written in Bold, **The diagrams and the tables** can be centered at the end of the paper. The accepted number of pages, including bibliography is of 6-8.

The paragraphs will have the dimensions of 1cm. (First Line indent 1cm, Hanging Indent 0cm, Left Indent 0cm). The borders of the page will be of 1,5cm up, down and right and 2,5cm left, and the **size of the page will be A4 (21cm x 29,7cm).**

The co-author is based on the substantial contribution to (a) creation and design or analysis and interpretation of the data, (b) creating the article's summary or the critical review of the article and (c) approval of the final version of the article in order for it to be published. The conditions (a), (b) and (c) must all be accomplished by each author. The general supervision of the research group is not enough to accomplish the condition of co-author. The members of the group that do not accomplish the condition of co-author can be mentioned, with their permission, at the section "Thanks".

The abstract and the key words

The abstract must not contain more than 150 words for unstructured abstracts (essay type) and 300 words for structured abstracts (experiment type). The abstract must be elaborated in English and Romanian (for Romanian authors). In the abstract there will be no abbreviations used.

The structured abstract must contain:

For the experiment type paper <ul style="list-style-type: none">- the author (authors) of the research and the title of the paper;- the objective (objectives) of the research;- the procedures and methods of research (subjects, applied tests);- the results (main results);- discussions and conclusions (main discussions and conclusions);- key words (between 3 and 5 key words, which punctuates the interest areas of the article);	For the essay type paper <ul style="list-style-type: none">- the author (authors) of the research and the title of the paper;- the object of the research;- the content of the research (short summary);- conclusions (main conclusion);- key words (between 3 and 5 key words, which punctuates the interest areas of the article);
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Example of structured abstract for the experiment type paper:

Introduction

The introduction will only contain strict and pertinent references (pro and cons) on the studies that have as a common subject the object of the research.

The research hypotheses

The hypotheses of the paper must be clear and concise.

Research methods and procedures

Subjects

The subjects involved in the experiment are described, their distribution in groups, identifying the age, the sex and other important characteristics. The experiments on human subjects are produced in accordance with the national legislation for the human protection and the Helsinki Declaration of 1975, revised in 2004. The names and the surnames of the subjects are not used, especially in the illustrative materials.

The work methods are identified, the apparatus on which the experiment takes place (presenting the name of the producer and the address between parentheses) and the statistic methods in detail. The new or considerably modified methods are described, motivating their choice and evaluating their limits.

Statistical analysis

The statistical methods are described with sufficient details, in order to understand and to check the results obtained. The names of the computer programs used for the statistical processing of the data are specified.

Results

The results are presented in a logical sequence, through tables and diagrams. The results expressed through text should not be found in the tables and/or diagrams and the other way around.

Tables

The tables cannot be introduced in the text as photographs. The tables must be numbered in the upper part, in succession in the order of the first text quoting, followed by a conclusive and succinct title.

Table 1. Physical characteristics of the subjects

Variables	Feminine subjects (n=21)	
	M±DS	CV (%)
Body height (cm)	166,143±5,597	3,369
Body weight (kg)	61,524±8,364	13,595
IMC (kg/m ²)	22,338±3,282	14,692
Body fat percentage (%)	25,329±3,074	12,136
Fat mass (kg)	15,182±4,066	25,715

* significant correlated with IMC, $r=0,875$.

Established significance level at $p<0,05$.

IMC, body mass index; M, average; DS, standard deviation; CV, variability coefficient; n, number of subjects.

Table 1. Caracteristicile fizice ale subiecților

Variabile	Subiecți de sex feminin (n = 21)	
	M ± DS	CV(%)
Înălțimea corporală (cm.)	166,143 ± 5,597	3,369
Greutatea corporală (kg.)	61,524 ± 8,364 *	13,595
IMC (kg/m ²)	22,338 ± 3,282	14,692
Procent de grăsime corporală (%)	25,329 ± 3,074	12,136
Masa grasă (kg.)	15,812 ± 4,066	25,715

* semnificativ corelat cu IMC, $r=0,875$.

Prag de semnificație stabilit la $p<0,05$.

IMC, indicele de masă corporală; M, media; DS, deviația standard; CV, coeficient de variabilitate; n, numărul de subiecți.

In the lower part of the table the following symbols will be used, in order to emphasize the differences or the significant correlations statistically, in the following order: *, †, ‡, §, □, ¶, **, ††, ‡‡, etc. Also in the lower part of the tables the significance level established by the researcher will be presented and the unusual abbreviations used in the table will be explained.

Each table must be quoted in the text. The tables from other publications must be used with the permission of the author (authors), indicating the bibliographical source from where it was assumed.

Diagrams (illustrations)

The diagrams must be numbered in the lower part, in succession in the order of the first text quoting, followed by a conclusive and succinct title, preceded by the unusual abbreviations used in the diagram or other observations.

Measurement units

Measuring the length, height, weight and volume must be expressed in metric units (meter-m, kilogram- kg, liter- l, second- s, or decimal multiples). The temperature must be measured in Celsius grades (°C), and the arterial pressure in mmHg. Other measurement units must be expressed in the International Units System (SI).

Discussions

In the chapter Discussions the new and important aspects are emphasized, which result from the data processing. The data of other similar studies presented in the introduction chapter cannot repeat in detail. Also, the implications of the results found must be discussed, their limitations and the implications of these results, for the future studies. The observations found must be reported to other similar studies.

Conclusions

The conclusions must be reported directly to the hypotheses of the paper and derive directly from the chapter Discussions. The conclusions that are not fully backed-up by the data found or that are based on unjustified affirmations must be avoided. New hypotheses can be concluded or attach some recommendations, if the case be.

Thanks

In the section Thanks (when the case appears) there can appear:

- the contribution of the people that are not co-authors;
- the name and surname of the people that have contributed intellectually to the accomplishment of the paper (with their agreement), but that are not co-authors- scientific counselor, data collector etc.;
- the financial help and the material support, specifying the nature of the support;
- the technical help (in a separate paragraph called “Other contributions”);

Bibliography

Bibliography and text quoting

The bibliography must be arranged in alphabetical order, the unpublished papers being quoted, but that are registered for publishing. In the bibliography all the authors quoted in the text are written. In the text all the authors are written if there are 6 or less. If there are 7 or more authors, the first three authors are written, followed by “et al.” (it comes from the latin “et alia” which means “and others”). If in the bibliography there are at least 2 papers that have an identical author (authors) and the publishing year, in the text, but in the bibliography as well, immediately after the publishing year, a letter will be written (in alphabetical order), in order to distinguish the papers in the bibliography ((1998a), (1998b)). The name of the author (authors) must be followed by the initials of the surname.

In the text, the quotations will have the following structure:

a) for one and/or two authors

- at the end of the phrase (T.S. Keller, and A.L. Roy, 2002);
- in the phrase T.S. Keller and A.L. Roy (2002), T.T. Gomez, 2003 found significant differences of isometric force...

b) up to (including) 6 authors

- at the end of the phrase (T.S. Keller, A.L. Roy, Carpenter G, 2002)
- in the phrase “Also, (.S. Keller, A.L. Roy, Carpenter G, 2002)found significant differences of isometric force...”

c) more than 6 authors

- at the end of the phrase (T.S. Keller, A.L. Roy, Carpenter G. et al 2002);
- in the phrase “Also, T.S. Keller, A.L. Roy, G. Carpenter et al (2002) found significant differences of isometric force...”

Generally, for magazines, the bibliography will have the following structure:

Name of the author- authors (year of publication), Title of the article, Magazine, number of the volume (yearly number the number of the supplement part): number of pages.

a) standard magazine article

b) organization as an author

c) no author

d) volume with a supplement

e) number with supplement

f) volume with part

g) number with part

h) number without volume

i) no volume and number

j) pages in roman numbers

k) indicating the type of article if it is necessary

For **books** the bibliography will have the following structure:

- a) personal author(s)
- b) editor(s) as author(s)
- c) organization as author or the one that publishes
- d) chapter in a book
- e) license degree paper, dissertation or PhD. Thesis.

Ristaru, M., 2005, *The influence of pliometry on the muscular development at the lower limbs level* [dissertation]. Constanta, The Faculty of Physical Education and Sport.

For **unpublished materials (but in the course of publication)**, the bibliography will have the following structure:

For the **electronic materials**, the bibliography will have the following structure:

- a) article in electronic format
- b) computer program

Sending the manuscripts in electronic format

For the review of a research paper or a better organization of the research papers volume by the scientific board, the author (authors) will have to send a copy in electronic format (ASCII) in the format Word Microsoft Office. The papers in Romanian will be written with diacritical signs in the format Romanian (Legacy) of the computer keyboard. Also, the operating system used (Microsoft Windows XP, Microsoft Vista) and the processing program of the text (Microsoft Office XP, Microsoft Office 2003, Microsoft Office 2007) will be mentioned.

The evaluating/self-evaluating grid for the quality of the research paper by the reviewer/author(s)

The evaluating/self-evaluating grid for the quality of the research paper by the reviewer/author(s)		
1	The originality of the research theme	15 points
2	The quality of the research paper structure	5 points
3	The clarity and quality of the research hypotheses elaboration	10 points
4	The quality of the registration of the results and their presentation	10 points
5	The clarity and quality of the discussions directly linked to the results with reference to similar studies	10 points
6	The clarity and quality of the elaboration of the conclusions in accordance with the hypotheses of the paper	10 points
7	The applicability of the results found in the practical and scientific practice	10 points
8	The accuracy of the in text and bibliography quoting	10 points
9	The clarity and quality of the expression in the text	10 points
10	Strictly respecting the elaboration technical requirements	5 points
Total		100 points

Based on these reasons, the article will receive from the reviewers' board a number of points. A number lower than 60 will lead to the rejection of the article, between 60 and 90 points the article will suffer certain changes from the point of view of the structure, expression in the text, etc. in order to receive the accept for publication, and over 90 points the article will receive the accept for publication, after small changes in the elaboration (if the case may be).

The review of the article will be objective, clear and strictly formulated, in accordance with the **technical and scientific request for the elaboration of the scientific papers**, without discrediting the author(s) of the article (manuscript).

The review process

Step 1

The article must be send in electronic format (or on any media format CD_ROM, etc), in Romanian (Abstract in Romanian and English), through electronic mail at the address contact@analefeffs.ro, cecilia_gevat@yahoo.com (Professor PhD Cecilia Gevat), crispopa2002@yahoo.com (Lecturer PhD Popa Cristian), or at the mailing address Aleea Universitatii, Baza Nautica, Constanta, Romania, Tel./ Fax. +40 241 640 443.

Step 2

The article deposited for publishing must be accompanied by a short personal presentation and a professional CV, no more than 120 words, that must contain the detailed contact address, including phone number, fax number (if it exists) and the e-mail.

Step 3

At least two members of the Editorial Collective and of the Scientific Board will initially analyze the article and will nominate at least two reviewers to analyze the article in detail.

Step 4

The article will be officially analyzed by at least two reviewers with expertise in the thematics of the article deposited for publication. The article will receive a number of points from the reviewers' board.

Step 5

The articles that follow (over 90 points) the scientific and technical standards for elaboration will be included into the waiting list for publication. The articles that need certain modifications (between 60 and 90 points) will be returned with the reviewers' observations, for their modification by the author(s). The articles that do not accomplish the minimum scientific and technical requests for elaboration (60 points) will be rejected by the reviewers' board.

Step 6

The articles will be included on the waiting (approval) list for publication.

Step 7

After the approval, the article will be published in the magazine, and the author(s) will receive a free copy of the magazine.

Deadlines for handing in the articles

Two numbers of the magazine will be published per year and a supplement for number 2 of the magazine in that year. The deadline for handing in the articles for the first number of the magazine is 6th January, for the second number of the magazine is 15th April, and for the supplement of the magazine is 30th September. Based on the number of articles handed in, the Editorial Collective and the Scientific Board will be able to postpone the publishing of an article in a future number of the magazine.

Publishing tax

The publishing tax will be **100RON/ 50 RON Students**