

**TTTP****Traffic and Transport Theory and Practice**  
Journal for Traffic and Transport Research and Application

## INSTRUCTIONS FOR AUTHORS

The **TTTP Journal** is an international scientific journal published in English language with both electronic and printed versions.

TTTP provides conditions and positive environment for the new idea promotion, exchange research results and achievements accomplished by the scientific community from academia and transportation industry.

Electronic submission of manuscripts is strongly encouraged, provided that the content of manuscript is in accordance with the following template. Submit manuscripts as e-mail attachment to the Editorial Office at: [ttp@apeiron-edu.eu](mailto:ttp@apeiron-edu.eu). Manuscripts submitted as e-mail attachments will only be accepted.

### Authors' Names and Affiliations/Title Page

The names, current affiliations, complete mailing addresses, telephone numbers, fax numbers, and e-mail addresses of all authors must be listed on the title page. The list should be a single column. One corresponding author must be designated for papers with multiple authors. TTTP Editorial Board will communicate only with the corresponding author, who is responsible for informing the coauthors of the paper's submission and disposition. If the research was performed while the author had another affiliation and the author wishes that affiliation listed in addition to the current one, the author should note that both affiliations are to be used. (Corresponding authors are responsible for notifying TTTP Editorial Board of any change in address for themselves or coauthors by following the instructions in the submission confirmation letter.)

### Length of Manuscripts

The length of each paper, including the abstract and references may not exceed **7,500 words**; that is, a paper that is only text should contain no more than 7,500 words. Each figure, photograph, or table accompanying the text counts as 250 words. For example, if two figures and three tables are submitted, the text may be no more than 6,250 words.

Note that 7,500 words is the maximum length; authors are encouraged to keep papers to the minimum length possible, and limit the number of figures and tables, providing only essential information of interest to the reader. The number of words in text and the number of figures, tables, or photographs in the paper should be noted on the title page. Overlong papers may not be reviewed at the discretion of the reviewing committee.

### Length and Content of Abstracts/ Key words

Each paper must have an **abstract**. The abstract must be no longer than 250 words, it must be self-contained, and it must not require reference to the paper to be understood. In some cases, only the abstract of a paper is read; in other cases an abstract prompts further reading of the entire paper. The abstract should present the primary objectives and scope of the study or the reasons for writing the paper;

the techniques or approaches should be described only to the extent necessary for comprehension; and findings and conclusions should be presented concisely and informatively. The abstract should not contain unfamiliar terms that are not defined, undefined acronyms, reference citations, or displayed equations or lists.

Following the abstract, about 3 to 5 **key words** that will provide indexing references to should be listed.

## **Organization of Manuscript**

For peer review of Papers, submit the manuscript in a single electronic file organized in the following sequence:

- Title page, including submission date, word count, and author names, affiliations, addresses, phone numbers, fax numbers, and e-mails (please indicate corresponding author);
- Abstract;
- Body of paper, with figures and tables embedded in the text, as close as possible to the related text;
- Acknowledgment (if any); and
- References.

## **Electronic File Formats**

Manuscripts must be in an electronic format that meets the following specifications:

### **1. For Peer Review of Papers**

The manuscript file should be Microsoft Word (2007 or later version) or a PDF.

### **2. For Publication**

- Do not submit a PDF file.
- The manuscript file (with tables and figures placed at the end of the file, each on a separate page) should be in Microsoft Word (2007 or later version).
- Do not use the Microsoft Word “Styles and Formatting” or “Track Changes” features in the file.
- Tables should be in MS Word (\*.doc or \*.docx), one table to a page using hard page breaks.
- Figures (graphics of any kind) should be placed at the end of the Word document as images, one figure to a page using hard page breaks.
- Equations may be created and inserted as part of the text, or they may be submitted as embedded images within the text.

## **Manuscript Page Setup**

- Margins: 25.0 mm (1 in.) top, 30.0 mm (1.25 in.) left, 25.0 mm (1 in.) bottom and 25.0 mm (1 in.) right. Paper format is A4.
- Font (typeface): Times New Roman, no smaller than 10 points.
- Numbering: Insert page numbers at upper right of each page; insert author’s name(s) at upper left of each page.
- Text: Single space
- Paragraphs: Indent first line 1.27 mm (0.5 in.); do not use an extra line space between paragraphs; do not indent first line after a subhead.
- Subheads: All subheads should be flush with the left margin, with one line space above.

### **FIRST-LEVEL SUBHEAD**

(all capitals, boldface, on separate line)

## **Second-Level Subhead**

(initial capitals, boldface, on separate line)

### *Third-Level Subhead*

(initial capitals, italic, on separate line)

**Fourth-Level Subhead** (initial capitals, boldface, on same line as text, with extra letter space between the subhead and text)

*Fifth-Level Subhead* (initial capitals, italic, on same line as text, with extra letter space between the subhead and text)

### *Bulleted and Numbered Lists*

- Indent first line 12.7 mm (0.5 in.); do not indent for text runovers.

### Table Titles and Figure Captions

#### **TABLE 5 Effects of All Factors**

(Insert title above the table; "Table" is all capitals; title is initial capitals; all type is boldface; extra space but no punctuation after number; no punctuation at end of title.)

#### **FIGURE 3 Example of results.**

(Insert caption below the figure; "Figure" is all capitals; caption is sentence case; all type is boldface; extra space but no punctuation after number; period at end of caption.)

## **Body of paper**

The **Introduction** should provide a clear statement of the problem, the relevant literature on the subject, and the proposed approach or solution. It should be understandable to colleagues from a broad range of disciplines.

The **Materials and methods** should be complete enough to allow possible replication of the research. However, only truly new research methods should be described in detail; previously published methods should be cited, and important modifications of published methods should be mentioned briefly. Capitalize trade names and include the manufacturer's name and address. Subheadings should be used. Methods in general use need not be described in detail.

The **Results** should be presented with clarity and precision. The results should be written in the past tense when describing author's findings. Previously published findings should be written in the present tense. Results should be explained, but largely without referring to the literature. Discussion, speculation and detailed interpretation of data should not be included in the Results but should be put into the Discussion section.

The **Discussion** should interpret the findings in view of the results obtained in this and in past studies on the topic. State the conclusions in a few sentences at the end of the paper. The Results and Discussion sections can include subheadings, and when appropriate, both sections can be combined.

## **References**

- The reference list should contain only references that are cited in the text, numbered in the order in which they are first cited. Bibliographic lists will not be published.

- Denote a reference at the appropriate place in the text with an **italicized Arabic numeral in parentheses**, e.g., (2).
- Do not include in the reference list any unpublished material, personal communications, telephone conversations, or similar material that would not be available to readers electronically or in printed form in a library or from the originating agency. Instead, cite the unpublished work in the text and enclose the author's name along with the term "unpublished data" in parentheses.
- The following examples illustrate the basic TTTP style for references.

### **Publications**

Zahavi, V., and J. M. Ryan. Stability of Travel over Time. In *Transportation Research Record 750*, TRB, National Research Council, Washington, D.C., 1980, pp. 70–75.

### **Book**

Shinar, D. *Psychology on the Road: The Human Factor in Traffic Safety*. John Wiley and Sons, Inc., New York, 1978.

### **Periodical**

Jolliffe, J. K., and T. P. Hutchinson. A Behavioral Explanation of the Association Between Bus and Passenger Arrivals at a Bus Stop (in Japanese). *Transportation Science*, Vol. 9, No. 3, May 1975, pp. 248–282.

### **Government Report**

Dempsey, B. *Climatic Effects of Airport Pavement Systems: State of the Art*. Report DOT2DRD-75-196. FHWA, U.S. Department of Transportation, 1976.

### **Web Page**

Stevens, R. C. Testimony Before United States Senate Special Committee on the Year 2000 Technology Problem. Sept. 10, 1998. <http://www.senate.gov/~y2k/statements/091098stevens.html>. Accessed Oct. 5, 1998.

### **CD-ROM**

Martinelli, D. R. A Systematic Review of Busways. *Journal of Transportation Engineering* (CD-ROM), Vol. 122, No. 3, May–June 1996.

### **Metrication**

Measurements in papers must be provided either in SI system units (preferred style). The TTTP Editorial Services Office follows Standard Practice for Use of the International System of Units (SI), published by ASTM as E380-91.

- Pay particular attention to determining whether weight is to be expressed in mass (kilograms) or in force (newtons), and express poundforce per square meter (N/m<sup>2</sup>) of pressure or stress in pascals (Pa).
- Use prefixes instead of powers for SI units.
- In figures and tables, provide only the units in which the original research was conducted.

**Mathematical dependences**, their notations in the text and other symbols should be written using Equation Editor 3 Italic in 10 pt type, indexes - in 7 pt and sub indexes - in 6 pt type. Matrices are written in square brackets and vectors in Bold-Regular 10 pt type. All numerals, including index numbers, are presented in Regular type. Formulas are centred, aligned right and numbered using Arabic numerals in round brackets. An interval of one line between a formula and text should be left.

### **Footnotes**

Do not use footnotes to the text. Incorporate the information into the text or delete the notes.

### **Abbreviations, Acronyms, and Symbols**

Abbreviations, acronyms, and symbols must be fully defined the first time they are used in the paper; the definition should be given first, followed by the abbreviated term in parentheses.

### **Acknowledgments**

Authors of papers that report results of research sponsored directly or indirectly by Government programs should indicate this sponsorship in an Acknowledgment section at the end of the text, before the References.

### **Appendices**

*Do not use appendices.* Include pertinent material in the paper itself or, where necessary, include a note that background material, such as derivation of formulas, specifications, or survey forms, is available from the author or in another report, which should be cited in the reference list.

### **Tables and Figures**

For peer review of papers, tables and figures should be embedded in the text, as close as possible to the related text. Color is permissible.

**If the paper is accepted for publication in the *Journal for Traffic and Transport Research and Application*,** all tables and figures should be inserted at the end of the manuscript after the list of tables and figures. Use a separate page for each table or figure. Each table and figure must be cited by number in the text.

**Authors should bear in mind that the original tables they submit will be reset and that the figures may be reduced for publication.** Therefore, authors should ensure that the type in any table or figure submitted with their paper is **at least 10-point font** (typeface). Keep type sizes and fonts uniform and consistent.

**Tables** should be kept to a minimum and be designed to be as simple as possible. Tables are to be typed double-spaced throughout, including headings and footnotes. Each table should be numbered consecutively in Arabic numerals and supplied with a heading and a legend. Tables should be self-explanatory without reference to the text. The details of the research methods should preferably be described in the legend instead of in the text. The same data should not be presented in both table and graph form or repeated in the text.

**Figure** legends should be typed in numerical order. Graphics should be prepared using applications capable of generating high resolution GIF, TIFF, JPEG or PowerPoint before pasting in the Microsoft Word manuscript file. Tables should be prepared in Microsoft Word. Use Arabic numerals to designate figures and upper case letters for their parts (Fig. 1). Begin each legend with a title and include sufficient description so that the figure is understandable without reading the text of the manuscript. Information given in legends should not be repeated in the text.

### **SUBMITTAL**

**Authors should submit their manuscript to the TTTP in electronic format to the TTTP paper submittal site provided in the invitation letter.** If the paper has multiple authors, the name and address of the corresponding author must be clearly identified on the title page.