Full Paper Title (in Arial, Bold, 16 pt.)

**Name Surname1, Name Surname2, Name Surname3**

1My Institute/Company, Address, City, Country

2My Institute/Company, Address, City, Country

3 My Institute/Company, Address, City, Country

**1** First.Author@institution.org; **2** Second.Author@institution.org; **3** Third.Author@institution.org

The full paper in MS Word file shall be written in compliance with these instructions. At a later stage, it will be converted into Portable Document Format (PDF). **Authors are responsible for arranging copyrights and reproduction rights for their illustrations.**

***Abstract* -** An abstract not exceeding 300 words, in one paragraph, should appear on the top of the first page. The word “Abstract” must be Arial, Bold, Italic, and 12 pt. The text of the abstract is Times New Roman and 12 pt., Regular style, single-line spacing).

***Keywords*:** 4 - 8 keywords

***The main text*** - Times New Roman font, 12 pt., Regular style, single-line spacing should be used. Type or paste your text into this file, but keep the page margins 2.5 cm all round. Paragraphs are justified (straight-edged) on both left and right. The limit for your full paper is **12 pages** (full text, references, without figures and tables).

***Figures and tables*** *–* Figures (**max. 8**, *.jpg* or *.tiff* figure format with minimum 300 dpi resolution) and tables (.docx) should be send altogether in one file. All figures and tables should be numbered. Figure captions and Table headings should be placed in the text and centred. Refer to the figure below for a sample.



Fig. 1: Caption for figure goes at the bottom.

Table headings should be centred above the tables

Table 1: Caption for table goes at the top.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Acknowledgements -** A short acknowledgement section can be written between the conclusion and the references. Acknowledging the research projects, contributions of other colleagues who are not included in the authorship of this paper is also added in this section. If no acknowledgement is necessary, this section should not appear in the paper.

**References -** We ask authors to follow the guidelines concern references in Umění/Art (*Journal of the Institute of Art History*): <https://www.umeni-art.cz/cz/norm.aspx>.

**Authors Biography** – Authors are encouraged to add a short biography (max 150 words) containing full name, current position, education background, current and present research activities, etc.

**English correction** - To facilitate proper peer-reviewing of your manuscript, it is essential that it is submitted in grammatically correct English or German. If you are not a native English speaker, we recommend that you have your manuscript professionally edited before submission or read by a native English-speaking colleague. Professional editing will enable reviewers and future readers to more easily read and assess the content of submitted manuscripts.

**Submitting the Paper -** The full paper has to be submitted electronically via the website of the conference ([https://stuky.upce.cz/confstucco/Prague2022/](https://icmfht.com/openconf/)) by the deadline (see website for details). The full papers will be send to the Scientific Committee for revision.