### INSTRUCTIONS FOR AUTHORS

1. Authors, wishing to submit their manuscript to the Journal, should send a set of materials to the editorial office, including:

a) a cover letter, requesting to consider publishing of the submitted manuscript in the Journal «Pattern Recognition and Image Analysis. Advances in Mathematical Theory and Applications» (Pleiades Publishing, Ltd.) with the signature of the corresponding author, that should include: the name and the surname of the author, the full official name of his/her affiliation, the official address of the organization, country and postal code;

b) the text of the manuscript prepared in accordance with the rules set below (see paragraph 3);

c) a copyright transfer agreement filled in and signed by all authors (*see Enclosure 2.Copyright\_Transfer\_Agreement*);

d) the Editorial Board does not start peer-reviewing of the manuscripts until the full set of materials listed in paragraphs 1a – 1c is received; the date of receipt of the manuscript is considered to be the date of receipt of the full set of correctly prepared documents;

2. The «signature» specified in paragraph 1a should complete any appeal of the author to the Editorial Board of the Journal. Appeals and materials sent to the editorial office without the specified full signature are not registered and are not considered.

**JOURNAL-SPECIFIC GUIDELINES**

3. Guidelines to the manuscript submission:

a) the manuscript should be submitted in English;

b) the manuscript should be submitted in «Word» - \*docx, page format - 1 column; font - Times New Roman, font size - 12, 30 lines, 60 characters per line (with spaces), 2 intervals;

c) the maximum length of the manuscript is 121 800 characters (with spaces); as an exception, if it is necessary to increase the volume, the authors should justify the need for an increase and obtain a special permission from the editorial board of the Journal;

d) the metadata layout template of the first page of the manuscript and the recommended structure are given in *Enclosure 1 «Manuscript Metadata and Structure Template»* to these rules;

e) all abbreviations used in the manuscript should be introduced in the text right where the corresponding term is used for the first time; it is not allowed to use the abbreviations in the title, abstract and keywords of the manuscript;

f) all references should be cited in the text, and the reference number in square brackets should conform to the number in the list; the references are ordered and numbered in accordance with the last name and initials of the first author in English transcription;

g) all illustrations should have a title (caption) and a number; the figures should be numbered sequentially from the beginning of the manuscript; all illustrations should be introduced after the text (paragraph) in which they are mentioned for the first time;

h) all tables should have a name and number; the tables are numbered sequentially from the beginning of the manuscript; all tables should be introduced after the text (paragraph) in which they are mentioned for the first time;

i) academic degrees, titles, and positions should not be specified in the metadata layout of the first page of the manuscript. The corresponding information (if applied) should be indicated in the Section «Authors profile (including Biography and Photo)» in the manuscript.

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5. The Editorial Board of the Journal is ready to advise the authors on all issues arising in connection with the publication of their manuscripts in the Journal. All questions and requests with the full «signature» of the author (see paragraph 1a) should be sent by e-mail to the Executive Secretary of the Editorial Board of the Journal Anastasia S. Zakharova (pria@ccas.ru, a mandatory copy to the address igourevi@ccas.ru). The Editorial Board sends responses to the authors' correctly executed requests and questions within 15 calendar days from the date of receipt of the author's letter. Please note that anonymous requests are not considered.