

Annex 2

Indication of Affiliation (Affiliation to the Institution) and Author in the Publication

1. When publishing in journals (as well as in journals published in Czech) indexed by the Web of Science and Scopus citation databases, **the official name of the University and faculty must be given in English** in the manuscript submitted to the publisher. The address of the faculty is stated as the correspondence address. Giving the name of a lower organizational unit (department/institute) is optional⁹.

The official name of the University in English:

University of Pardubice

The official names of the faculties in English:

Faculty of Chemical Technology

Faculty of Economics and Administration

Faculty of Transport Engineering,

Faculty of Arts and Philosophy

Faculty of Restoration

Faculty of Health Studies

Faculty of Electrical Engineering and Informatics

2. In the event that the author publishes under two affiliations, it is always necessary to list them separately in the manuscript and ask the publisher to comply with these formal requirements.
3. The name and surname of the author must be listed in the manuscript in a natural order. With the inverted order “surname, first name”, a profile is created for the author in the citation databases under the first name, not under the surname. For unambiguous identification of the author, it is also recommended to include the ORCID.

⁹ For correct translation of the names of the organizational units, see the glossary at <https://zamestnanci.upce.cz/vnitr-dok/documents/names/nazvy.html>