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# 1 Introduction

The Guide aims to help authors with the formal compliance of English-language manuscripts submitted to the **Hungarian Journal of Hydrology** (HK).

The English volume of the **Hungarian Journal of Hydrology** provides an opportunity to publish scientific, English-language **professional articles** related to water management.

## 2 Procedure for submission of manuscript

The manuscript can be submitted electronically in Word (.doc or .docx) format to the e-mail address: [hk@hidrologia.hu](mailto:hk@hidrologia.hu). In addition, other related attachments (video files, excel calculations, etc.) can be added to the manuscript in Word, Excel, or pdf format. These attachments will be published on the HK online publication page ([\(Hidrológiai Közlöny \(mtak.hu\)\)](http://Hidrológiai_Közlöny(mtak.hu))).

Please use British English!

If the manuscripts are accepted for publication, graphic elements (figures, images, tables) must also be sent to the HK Editorial Office in a separate electronic file. Please keep this in mind when writing the manuscript.

## 3 General requirements for the manuscripts

We only accept original work, that is, the manuscript has not yet been published in any other English language journal.

The maximum length of the manuscript - including illustrations, tables, and bibliography - is a maximum of 30 pages.

Font to be used: Times New Roman, with single line spacing, justified margins. The page format is A4 size, with 2.5 cm margins on all sides.

## 4 Formal requirements for the manuscripts

### 4.1 Structure of the manuscript

Mandatory elements of the introductory part

- English title of manuscript
- Name of author(s).
- Contact information of the author(s) (workplace and e-mail address)
- Abstract
- Keywords
- Hungarian title of manuscript
- Kivonat (Abstract in Hungarian)
- Kulcsszavak (Keywords in Hungarian)

Recommended and mandatory elements of body text

- Introduction - recommended
- Material and method - recommended
- Results, conclusions, and recommendations - recommended
- Summary - recommended
- Acknowledgment (if applicable)

References - mandatory

Author(s) biographical information in English and a colour portrait photo - mandatory

Author(s) biographical data in Hungarian – recommended

ORCID number - recommended

## 4.2 Chapter headings and the body text

### *Chapter headings*

Please do not number the chapter headings!

**MAIN HEADINGS** - Times New Roman bold, uppercase font with font size 10.

**Subheadings** – Times New Roman bold font size 10, 0.5 cm indentation.

*Secondary subheadings* – Times New Roman bold, italic font size 10, 0.5 cm indentation.

### *Body text*

The manuscript should preferably follow the instructions given in "4.1. Structure of the manuscript" section. The text should be written in Times New Roman font, font size 10, single-spaced, in single-column format, with justified margins. with font size, 0.5 cm indentation.

## 4.3 Useful information

### *Equations*

**Equations** are given in dimensionless form or in the metric system. Equations must be aligned to the right with a number in parentheses.

Example:

$$\bar{d} = \frac{1}{n} \sum_{i=1}^n d_i, \quad d_i = x_{1i} - x_{2i}, \quad s^2 = \frac{1}{n-1} \sum_{i=1}^n (d_i - \bar{d})^2. \quad (1)$$

### *References to equations in the body text*

...according to equation (1)...

### *Units*

Please use SI units (SI - Système International d'Unités)! If, exceptionally, a non-SI unit is used, then the SI equivalent or the conversion ratio must be given.

## 4.4 Graphic elements (figures, photographs, tables)

The graphic elements must be numbered consecutively, each within its own category (*Figure 1.*, *Table 1.*, *Photo 1.*). All figures, tables, photographs must be referenced in the text as follows: (*Figure 1.*), (*Table 1.*) etc.

Figures and tables must be inserted into the text in editable form and not as images.

### *Photos, drawings, diagrams*

- The title of photos, drawings, diagrams, must be written in Times New Roman italic font size 9 and placed below the graphic element, in English and Hungarian in succession:



Figure 1. Xxxx (Nagy 2021)  
1. ábra. Xxxx (Nagy 2021)

- The internal subtitle of the graphic elements must be in English, the Hungarian internal subtitle is accepted in a very justified case.
- English legend should be attached to the graphic elements.

### Tables

- The title of the tables must be written in Times New Roman italic font and font size 9 and placed at the top, in English and Hungarian in succession:

Table 1. Xxxx (Nagy 2021)  
1. táblázat. Xxxx (Nagy 2021)


- Within the table, we recommend using Times New Roman font size 10 or 9.
- If, a note is added to the figure, table, etc., then it must be placed under the title in English and Hungarian, in Times New Roman italic font, font size 8.

### 4.5 References

References should only be made to sources from which text quotations, content and ideas have been taken. The source must be cited in the text, as well as in the titles of figures, images, and tables. The following recommendations are to be followed both for Hungarian and for foreign language sources:

#### References in the body text

In case of body text references, the author's name

(1) may be included in part of the sentence:

e.g. ....as stated by Szabó (2021) in the study.....

(2) can appear in parentheses:

e.g. ...several studies have reached similar results (Szabó 2021).

(1) „part of the sentence” case

When citing, the author's surname and the year of the work are given in parentheses: ...

e.g. ...as indicated by Kovács (1969) in the study.....

In case of two authors:

e.g.....as indicated by Kovács és Szabó (1969) in the study.....

In case of more than two authors:

e.g....as indicated by *Kovács et al. (1969)* in the study..... ..

If the author of the referenced text is an organization without an author, then its name must be indicated, for example:

e.g..... according to *WHO (2018)* guidelines...

#### *(2) appear in parentheses case*

If parentheses are used, the author's surname and the year of the work are given in parentheses:

e.g. .... The studied case (*Kovács 1969*) shows...

If same author's more publications are referred to, these must be arranged in ascending order by years. When citing several publications of the same author in the same year, they must be distinguished by a small letter a, b, c, etc. after the year:

e.g. .... (*Kovács 1969, 1972, 1973a, 1973b*)...

In the case of multiple references, the names are listed by date:

e.g.... (*Smith 1959, Thomson and Jones 1982, Thomson et al. 1989, Green 1990*)...

If the cited publication has more than two authors, only the name of the first author should be given, followed by "et al." expression: (*Smith et al. 2015*).

The "és társai " expression must be used in the Hungarian language sections: (*Smith és társai 2015*).

#### *Internet link in the body text:*

##### **Named internet sources:**

(*Magyarország vízgyűjtő-gazdálkodási tervének második felülvizsgálata 2021*)

##### **Internet downloads:**

([http://www.hidrologia.hu/mht/letoltes/HK2021\\_04.pdf](http://www.hidrologia.hu/mht/letoltes/HK2021_04.pdf))

(<https://www.ovf.hu/hu/vizgyujto-gazdalkodas>)

When the author is not known, it is advisable to indicate the title of the source and the year of publication: (*Source title 2021*).

#### *Citations in the List of References*

Citations in the List of references must be listed in alphabetical order. Only sources referred to in the body text should be included.

The citations start at the left margin, with the first line indented by 0.5 cm, 0 pt space before the chapter and 3 pt space after should be used.

In the citations, each author' name should be indicated (surname, first initial). Names are in italics. In the case of foreign language citation, a comma must be placed after the surname. After the names of the authors, the year of the publication is given in parentheses.

e.g.

*Singh, R., Subramanian, K., Refsgaard, J.C. (1999). Hydrological Water Balance Modelling of a Small Watershed Using MIKE SHE for Irrigation Planning. Agric. Water Manag., 41 (3), pp. 149–166.*

Please indicate the DOI identifier! The existence of DOI identifiers can be checked on the following page: <https://doi.crossref.org/simpleTextQuery>

The DOI identifier should be provided as shown in the example below:

Asano, T., Maeda, M., Takaki, M. (1996). Wastewater reclamation and reuse in Japan: overview and implementation examples. *Water Science Technology*, Vol. 34(11), pp. 219-226. [https://doi.org/10.1016/S0273-1223\(96\)00841-4](https://doi.org/10.1016/S0273-1223(96)00841-4)

In the case of articles and books, the source, the year, as well as the volume and page number must be indicated:

Szigyártó Z. (2015). Árvízi szükségeltározók vízszinttartó üzeme. *Hidrológiai Közlöny*, 95. évf. 1. sz. pp. 19-25.

Nagy L. (szerk.) (2021). *Geotechnika a vízépitésben*. Országos Vízügyi Főigazgatóság, p. 368.

The **publication being published** must be entered as following: name of author(s), (year), title of the publication, name of the journal. If the announcement has already been accepted for publication, the comment "*In press*" must be written, if it is still under evaluation, then the comment "*In review*" must be written:

Singh, R., Subramanian, K., Refsgaard, J.C. (1999). Hydrological Water Balance Modelling of a Small Watershed Using MIKE SHE for Irrigation Planning. *Agric. Water Manag.*, *In press*.

#### *Citation of Internet links:*

If the URLs are too long, it is recommended to use web address shortening services. The oldest web address shortening service is TinyURL (TinyURL.com).

In the case of Internet links, the day of download by the author is given after "Download date:".

#### **Named internet sources:**

*Magyarország vízgyűjtő-gazdálkodási tervének második felülvizsgálata (2021)*. [https://vizeink.hu/wp-content/uploads/2021/05/VGT3\\_II\\_Vitaanyag.pdf](https://vizeink.hu/wp-content/uploads/2021/05/VGT3_II_Vitaanyag.pdf) (Download date: 25th June 2015)

#### **Internet downloads**

e.g. [http://www.hidrologia.hu/mht/letoltes/HK2021\\_04.pdf](http://www.hidrologia.hu/mht/letoltes/HK2021_04.pdf) (Download date: 25th June 2015)

The responsibility of the author(s) is to check whether the literature cited in the text is included in the List of References, or not.

### **4.6 Author(s) professional biographical information in English**

Please provide the followings:

Name of Author(s): Times New Roman bold uppercase font, font size 10.

Career details: Times New Roman font size 9.

The text of the professional biography must be written in the third person singular. Please include the following information: full name, name of highest qualification, place and year, academic degree (field of expertise, year, and place of ongoing doctoral training), workplace, Hungarian Hydrological Society membership and award, if any. The length of the text is 50-70 words. Please include colour portraits of the author(s) as well!

Please provide the professional biographical data of the Author(s) in Hungarian as well as the ORCID number (if they have it) so that we can upload it to the OJS system.

Budapest, January 2024.

*Editorial Board*  
*Hungarian Journal of Hydrology*