Submission Guideline

Conference Proceedings Paper Formatting Instructions

I. M. Author¹ and Charles. O. Author²

¹Hard Knocks Laboratory, Department of Civil and Environmental Engineering, Research State University, P.O. Box 98765, City, ST 99999-1111; PH (666) 911-1234; FAX (666) 911-1235; email: imauthor@esu.edu
²Everlasting Company, Mail Stop LC 444, 2233 West 32nd Avenue, Township, ST 88888; PH (999) 777-6666; FAX (999) 777-6667; email: co.author@everco.com

ABSTRACT

Proceedings containing papers presented at this conference will be produced from the manuscripts received from authors. These instructions are formatted to resemble a final paper. Your abstract should be about 150 words long; it must never exceed the first page or contain artwork or references. The abstract should present a concise statement of the scope, principal findings, and conclusions of the paper.

SUBMISSION DEADLINE AND PAPER LENGTH

Abstract Submission deadline	31 st May 2018
	Submit your abstract in MS Word file Format
Final Paper Submission	31 st August 2018
deadline	
	We require camera-ready "Final Copy" in MS word
	Format including figures mounted in the text.
	Please
	Please Do not send your final paper in any other format
Page length	Page Should be limited to Max 5 pages

FORMAT

Length: Please Limit final paper to Maximum 5 page only and abstract to first page of paper.

Point size and font. Use 12 point type for text, captions, and author contact information. For type within figures or tables, the 12 point size is preferred. We recommend selecting a serif text font such as Times Roman. *Italics*, **bold**, and *bolditalics* may be used; we recommend sticking to one "family" of typefaces. Try to avoid the use of Arial fonts as these can be distorted in the conversion to pdf.

Layout. All text must be single-spaced. Page design should be consistent throughout the paper.

Margin settings (see Table 1)must contain *all* elements of the paper that will be reproduced (text, figures, tables, captions).Imagine a "box" whosewidthdoes not exceed 5.75 in. (14.5 cm) and **depth**does not exceed 9 in. (22.5 cm). Short pages are unsightly and waste space; try to fillhe imaginary box on each page. Leave at least 1 in. (3 cm) *top* and *bottom* margins. The first page of the paper should be an additional 0.5 in. below the top margin.

Table 1. Margin Settings.

Margins	A4	
Top, first page only	5.25 cm	
Тор	3.50 cm	
Bottom	3.50 cm	
Left	3.25 cm	
Right	3.25 cm	

Figures and tables. All graphics (photos, line art, and tables) *must* fit within the above margin settings. All graphics should be understandable when printed in black and white. Do not use only color as a distinguishing feature. Use symbols or patterns on line and bar graphs to identify lines and columns. Landscape orientation is acceptable.

Illustrations should be numbered consecutively as they are presented (Figure 1, Figure 2, etc., and Table 1, Table 2, etc.). Each figure should be mentioned or called out before it appears. More than one figure may appear on a page.

Captions and legends. A descriptive caption, including figure number, should be placed directly *below* the illustration (see Figure 1). A descriptive legend, including table number, should be placed immediately *above* the table (see Table 1).

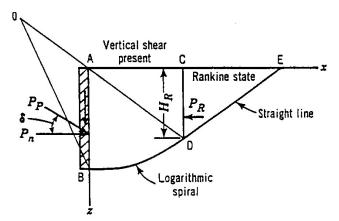


Figure 1. Sample line art illustration.

Style. The paper must be written in the best possible technical and grammatical English. Titles should be concise and should describe the content of the paper. If you have a long title, please consider a **Title: Subtitle** format.

Mathematics. All mathematics must be embedded in the text. Equations need to be numbered *only* if they are referred to more than once.

System of units.For more information about SI units, visit the websites of the <u>U.S.</u> <u>Metric Association</u> (USMA) or the <u>National Institute of Standards and Technology</u> (NIST) or consult the book, <u>Metric Units in Engineering: Going SI</u> (ASCE Press).

Author contact information. A sample of author contact information is shown on the first page of these instructions. The following information maybe provided for all authors of the paper: author's full name; Society membership grade; academic degrees or honorifics; current employment affiliation; postal and electronic mailing addresses; phone and fax numbers.

References. All references should appear together at the end of the paper (see below). References are listed alphabetically by last name of the first author. When two or more references by the same author are listed, year of publication is taken into account, and the earliest work is listed first. Wherever reference is made in the text to an author's work, the author's name and year of publication should appear in parentheses. *We strongly recommend that superscripts not be used to denote references, as these numbers often appear too small to be read easily*. All listed references must be cited in text. (See samples below; seealso<u>Author-Date References</u> for detailed guidance.)

PERMISSIONS

If a figure, photograph, or table has been published previously, the *author* must obtain written approval from the original publisher. (See <u>*Permissions Basics*</u> for detailed information.)

APPROVALS

It is the author's responsibility to obtain all necessary approvals from the author's employer prior to submission of the paper. Once a paper has been uploaded, reviewed by the author, and officially submitted, it is **not** possible to edit the document.

CONCLUSION

With thanks for your efforts, we look forward to providing a record of this conference that will be useful to you and your colleagues for many years to come.

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