

ASCE Conference Proceedings Paper Formatting Instructions: Use 12-Point Bold Times Roman Font in the Title

First-name LAST-NAME¹ and First-name LAST-NAME²

¹ Hard 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

² Everlasting 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

Your abstract should be limited to 300 words; 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.

PAPER FORMAT

Author contact information

A sample of author contact information is shown above in this document. The following information may be 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.

Style

The paper must be written in 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, as the title of this document.

Length

The maximum paper length for CRC2018 (including all text, figures, references, and appendices) is 10 pages.

Point size and font

Only one point size (12 point) and one font (Times New Roman including *Italics*, **bold**, and **bold italics**) can be used in the paper.

Margin

The text area must contain *all* elements of the paper that will be reproduced (text, figures, tables, captions). Imagine a "box" whose **width** does not exceed 5.75" (14.5 cm) and **depth** does not exceed 9" (22.5 cm). Short pages are unsightly and waste space; try to fill the imaginary box on each page. For the *Standard American Letter* size page, leave at least 2.54 cm (1") *top* and *bottom* margins and 3.49 cm (1.375") in the *left* and *right* margins (Table 1 summarizes the margin settings.)

Table 1. Margin Settings for Standard American Letter

Margins	Letter (8.5" x 11")
Top	1.00"
Bottom	1.00"
Left	1.375"
Right	1.375"

Layout

All text must be single-spaced. Indent the first line of each paragraph by 1.27 cm (0.5"). Text should be left and right justified across whole page width.

Use **12-Point Bold Times Roman Font in the Title**. Center the paper title and add additional 1.27 cm (0.5") before spacing. Leave one blank line between the paper title and author names, one blank line between author names and author affiliations, and one blank line between author affiliations and abstract.

Leave one blank line above headings. Use **BOLD ALL CAPITALS** for section titles, **Bold Initial Capitals** for subsection titles, and *Italics Initial Capitals* for sub-subsection titles.

Leave at least one blank line both above and below equations, illustrations and tables (including the caption), unless they are placed at the top or bottom of the page.

Page design should be consistent throughout the paper.

Figures and tables

All graphics (photos, line art, and tables) *must* be centered and 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

Mathematics

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

$$A = \pi r^2 \quad (1)$$

System of units

Authors are required to use the International System of Units (SI). Alternatively, dual units can be provided with SI given first and corresponding English Imperial units given in parentheses. For more information about SI units, go to the U.S. Metric Association (USMA), Inc. site (<http://lamar.colostate.edu/~hillger/>) or the National Institute of Standards and Technology (NIST) site (<http://physics.nist.gov/cuu/Units/index.html>).

PERMISSIONS

If a figure, photograph, or table has been published previously, the *author* must obtain written approval from the original publisher.

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.

COPYRIGHT TRANSFER AND PERMISSIONS VERIFICATION

No paper can be included in an ASCE publication unless the author has agreed to the terms in the ASCE Copyright Transfer Agreement (CTA) form and the Permissions Verification form.

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.

REFERENCES

All references should appear together at the end of the paper. 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 cited in the text to an author's work, the author's name and year of publication should appear in parentheses. *Superscripts shall 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.*

Below are examples of referenced works from published books, journals and hard-copy documents. Use *italic* font for title of book and name of journal; "article title should be in quotations"; capitalize only the first letter of the title; list publisher, year, and page numbers if available. For other instructions, please refer to <http://www.asce.org/Content.aspx?id=29605>.

- Burka, L. P. (1993). "A hypertext history of multi-user dimensions." *MUD history*, <<http://www.ccs.neu.edu>> (Dec. 5, 1994).
- Fisher, J. W., and Struik, J. H. A. (1974), *Guide to design criteria for bolted and riveted joints*, Wiley, New York.
- Garrett, D. L. (2003). "Coupled analysis of floating production systems." Proc., Int. Symp. on Deep Mooring Systems, ASCE, Reston, Va., 152-167.
- Stahl, D. C., Wolfe, R. W., and Begel, M. (2004). "Improved analysis of timber rivet connections." *J. Struct. Eng.*, 130(8), 1272-1279.
- Zadeh, L. A. (1981). "Possibility theory and soft data analysis." *Mathematical frontiers of the social and policy sciences*, L. Cobb and R. M. Thrall, eds., Westview, Boulder, Colo., 69-129.

FILE NAMING INSTRUCTIONS

Submissions need to be turned in as a .doc or .docx file. The name of the file should be as follows: APTDC2020_submission_#, where # is the number of your submission in the system.