

SIX PAGE MANUSCRIPT GUIDELINES FOR THE TENTH STRUCTURAL ENGINEERING CONVENTION 2016

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This sample article provides information and instructions for preparing in a standard format the papers to be included in the Proceedings Volume of the Structural Engineering Convention (SEC-2016). It illustrates the paper layout, and describes points you should notice before you prepare your paper. In order to enable the publisher to bring the article into the uniform layout and style, authors are kindly requested to follow the instructions given below.

Keywords: *keywords list, manuscript format*

1 Title of Section (e.g. General Introduction)

Each six page paper must be typed in double column format in A4 size (210mm × 297mm) paper. The paper should be prepared with an electronic text processing system. We strongly recommend the use of **Microsoft Word** processing system.

The full manuscript should be submitted on-line (**MS Word** format) by deadline **15 September 2016**. We will print the Proceedings Volumes of the Conference by means of the files given by author.

2 Preparation of the Camera Ready Paper

The paper should be typed using **10pt size Times New Roman letter** with single spacing between text lines. The upper and lower margin should be **25mm**, the left and right one **20mm**.

New paragraphs are to be indented **63mm** from the left-hand margin, with no extra space between paragraphs.

2.1 Front Matter

2.1.1 Title, affiliation(s), abstract and keywords

The first line of title is located 2 lines (24pt) from the top of printing box. This space is reserved for Editorial Heading.

The title of the paper should be written centered, single spaced, in 14pt size bold capital letters. The title must not exceed three lines. The author's name should include first and middle (if any) name initial, and surname. It should be written centered, in 12pt size bold face letter, one line (12pt) below the title.

The title of authors and their Email address should appear in the footnote of the first left column. Author's affiliation should be written centered, in 11pt size italic letter with one line (12pt) space below the list of authors. Following the author's names and affiliations put the abstract no more than 150 words. Set up additional **10mm** left and right margins.

The abstract should be written in 10pt size letter with one line (12pt) space below the affiliations. Please, write no more than five keywords. The 12pt space should separate the keywords line from the abstract.

This line should be written left aligned to the margin of abstract and must begin with words '**Keywords:**' written in the normal 10pt size bold letter. Keywords should be written in 10pt size, italic letter (see above).

2.2 Diagrams, Tables and Figures

Care should be taken over the preparation of diagrams, tables and figures. Tables must be set as part of the text. All tables must have a caption centered over the table and should be numbered sequentially and start with '**Table x:**' (x stands for a number).

Figures will either be entered in one column or two columns and should be **80mm** or **170mm** wide respectively. A minimum line width of 1pt is required at actual size. Annotations should be in 10pt with the first letter only capitalized. All figures should be numbered sequentially and captioned. The caption should be written centered below the figure and start with '**Figure x:**' (x stands for a number). Figures should be embedded in the document. Please leave an extra space of 10pt before and after each table and figure.

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