

## INSTRUCTIONS FOR PREPARING A PAPER FOR THE EMD2007 CD-ROM

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### Abstract

This document describes the format instructions for papers for the 18th Engineering Mechanics Division Conference (EMD2007) for the American Society of Civil Engineers. The papers will be published on a CD-ROM that will be distributed at the Conference. It is our goal to be relatively flexible in the format, yet maintain a reasonable degree of consistency between papers in the finished product. This document is formatted in the desired manner and is available on the Conference web site (<http://www.cpe.vt.edu/emd2007/index.html>) in PDF and Word format. Your final submission, however, should be in PDF format and submitted through the electronic submission system at <http://scholardesk.com/abstracts/VT/emd2007> as provided in your Abstract Acceptance Confirmation Email.

### Introduction

The papers for the *18th Engineering Mechanics Division Conference (EMD2007) for the American Society of Civil Engineers* to be held at the Inn at Virginia Tech and Skelton Conference Center in Blacksburg, Virginia, June 3-6, 2007, will be published on a CD-ROM that will be distributed at the Conference. This document describes, and is formatted in, the desired format for the EMD2007 papers. All papers must be submitted electronically in PDF format by **April 2, 2007**.

### General Format Requirements

The general format requirements are as follows:

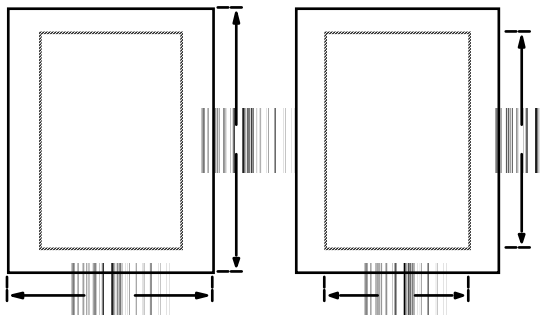
1. *Paper Length:* 4–6 pages (USLetter or A4 size paper)
2. *Margins:* 1 inch top and bottom; 1.25 inches on sides
3. *Header:* On the first page, please put the title of the conference in 10 pt italic Times (left justified) in 10 pt Times Roman on the right.
4. *Footer:* left justify a list of author last names followed by first initials, and right justify the page number (10 pt Times)
5. *Title:* 14 pt bold Helvetica (or similar san serif font), centered, small caps
6. *Authors/Affiliation/E-mails:* one blank line after the title, then a line with the author name(s) (with ASCE membership grade) in normal type, followed by an affiliation line in italics, and a third line with e-mail address(es) in italics; this authors/affiliation/e-mails may be repeated as necessary for multiple affiliations

7. *Abstract Header*: 10 pt bold Helvetica (or similar sans serif font), with one blank line above and below
8. *Abstract*: A 100-200 word abstract in 10 pt Times, 12 pt spacing, justified on both margins
9. *Section Headings*: 12 pt bold Helvetica
10. *Section Subheadings*: 12 pt italic Times
11. *Body text*: 12 pt Times or Times New Roman, 14 pt spacing, justified on both margins, one blank line between paragraphs, no indentation for beginning of a paragraph
12. *Figures*: insert in text where appropriate, with 10 pt bold Helvetica caption centered below the figure beginning "Figure 1. " as shown in the example below.
13. *Tables*: as with Figures, but with caption beginning "Table 1. "
14. *Equations*: centered, with equation number at the right, one blank line above and below
15. *Units*: SI units are preferred
16. *References*: References should appear at the end of the paper as shown below. Citations in the text of the paper should use author last names and the year; for example, "... in previous work by the authors (Johnson *et al.*, 1997; Kirkner and Spencer, 1996)" or "... as shown in the work by Kareem *et al.* (1998) and Haldar and Mahadevan (2000)."

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$$E = mc^2 \tag{1}$$

An example of an equation is shown in (1) above. Figure 1 and Table 1 are figure and table examples.



**Figure 1. Page and margin sizes.**

<i>n</i>	<i>x</i>	<i>y</i>
1	4.5674	2.2649
2	3.3344	1.8309
3	5.1253	2.6500
4	5.2877	2.5505
5	3.8535	2.2897
6	6.1909	2.8013
7	6.1892	4.1862

**Table 1. A list of numbers.**

## Conclusions

If you have any questions concerning these format instructions, please contact the EMD2007 Conference Chair (Dr. Muhammad Hajj) by email to mhajj@vt.edu.

## Acknowledgements

The authors acknowledge that many of the format instructions herein are borrowed from the instructions prepared by Profs. Jones and Ghanem for the EMD99 conference at Johns Hopkins.

## References

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