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**Abstract** (style **Abstract**)**:**

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**Keywords:** Up to 6 relevant keywords listed, separated by a comma and a space (style **Keywords**).

# Introduction **(Times New Roman 10 Case Bold – style** Heading 1**)**

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## Heading Level 2**(Times New Roman 10 Case Bold– style** *Heading 2***)**

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This template paper is supplied to you in Word (.docx) format. Text should be single-spaced and fully justified. Styles in this template should ensure that you achieve the correct format with a minimum of effort. All styles used in this document are in **red colour**.

The presenting author should be underlined and the affiliations of all the authors should be given using the numbering system shown above. Email contact details should appear below for the corresponding author.

The paper should be structured into an introduction, main body (arguments, results, discussion, etc.), and a concluding section.

Papers should be no more than 10 pages in length.

### Heading Level 3 (Times New Roman10 Title Case – style Heading 3)

Limit using up to three heading levels.

## Margins and Page Allowance

Set out your paper on A4 size the same as this, with margins as described in Table 1.

## Guidelines for Putting Figures in your Paper

Figures should be of high quality with good clarity. Graphic objects such as charts, photos and line drawings should be in electronic form and be pasted into the document directly. Floating frames are useful for convenient positioning of graphics. Original line drawings, photos, etc. should be scanned before insertion. If possible, use either PDF or JPEG formatted graphic files, as they are more compact than bitmaps like BMP or PCT. By all means use color if it enhances the meaning of the figures. All labels must be readable. Figures and tables must be referenced in the main text. Number your figures Figure 1, Figure 2, etc. with a short caption under each in 9-point Times New Roman to distinguish it from the main text. The style Figure Caption should be used.

## Tables

Tables should be labeled Table 1, Table 2, etc. at the top of each table followed by a table caption. The style **Table caption** should be used for the table caption.

**Table 1.** Margins to use in this paper. (style **Table caption**)

|  |  |  |
| --- | --- | --- |
| Margin | Size | Size |
| Left | 25mm | 1in |
| Right | 25mm | 1in |
| Top and bottom | 25mm | 1in |

For Microsoft Word users the Page Setup Dialog (in Layout Tab) should appear as shown in Fig. 1. Center your Figures and Tables. Also center the caption.



**Figure 1.** The Page Setup Dialog Box (Margins) for formatting paper in MS Word. (style **Figure** **Caption**)

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## Units

All units should be expressed using the SI system (Système International). If desired, ES (English System) units can also be included in parentheses following the SI units.

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## Equations

Mathematical equations should be laid out wherever possible using an equation editor and be numbered consecutively as in this example (using the style **Equation**10 pt). Please provide description of each term used in equation as well. Please leave a single tab from left margin to insert the equation.

$Q=v\_{1}×A\_{1}=v\_{2}×A\_{2}$(1)

where *Q* is the volumetric flow rate, *v* the mean flow velocity value and *A* is the cross-sectional flow area (always explain relevant symbols in the text). A blank line above and below should separate the equation from the text, and the equation number should be right aligned. The equation reference format in the text should be as follows: From Eq. (1), it can be seen that the continuity equation holds.

## Bullets and Numbering

* If there is no sequence, then use bullet points.
* Bullet points and numbering should be indented.
1. Preferably, use standard numbering.
2. As per the above point.

# ACKNOWLEDGMENTS

This work was conducted in collaboration with the departments of X,Y and Z. Also list here, where applicable, funding sources for the work described and contributors who are not authors to its intellectual content.

# REFERENCES

The ASCE journal format should be used for all referencing. References should be presented in the body of the text as follows: Barker (1992) or (Barker 1992) for one author, Jones and Smith (1998) or (Jones and Smith 1998) for two, and Feugard et al. (1994) or (Feugard et al. 1994) for three or more authors. References should be listed in alphabetical order (based on first author) according to the example formats in Section 4. Where the original author’s words are repeated verbatim, references should include the page number for the quote, e.g., ‘… this is the quote’ (Black, 1996: 38).

# References Placed at the End of the Paper

The general format for references is as follows:

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Some specific examples of reference styles for different publication types are given in the rest of this section.

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King, S., and Delatte, N.J. (2004). “Collapse of 2000 Commonwealth Avenue: Punching shear case study.” *J. Perf. Constr. Facil.,* 18(1), 54-61.

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Fwa, T.F., Liu, S.B., and Teng, K.J. (2004). “Airport pavement condition rating and maintenance-needs assessment using fuzzy logic.” *Proc., Airport Pavements: Challenges and New Technologies*, ASCE, Reston, Va., 29-38.

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Burka, L. P. (2002). “A hypertext history of multiuser dimensions.” *MUD history,* <http://www.ccs.neu.edu> (Dec. 5, 2003).

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