

INSTRUCTIONS FOR PREPARING A PAPER FOR THE EMI/PMC 2012

First Author Name¹, Second Author Name² and Third Author Name³

¹*Affiliation for first author (email address of first author)*

²*Affiliation for second author (email address of second author)*

³*Affiliation for third author (email address of third author)*

Abstract

Abstract should be 100-200 words in 11 pt Times New Roman, single spaced, justified on both margins. Header Abstract should appear over it as shown, in bold, Times New Roman,

1 Introduction

The papers for the Joint Conference of the Engineering Mechanics Institute and the 11th ASCE Joint Specialty Conference on Probabilistic Mechanics and Structural Reliability (EMI/PMC 2012) to be held at the University of Notre Dame, Notre Dame, IN, 17–20 July 2012, will be published on a USB memory stick that will be distributed at the Conference. This document describes, and is formatted in, the desired format for the EMI/PMC 2012 papers. **All papers must be submitted by email to emipmc12@nd.edu attaching both a word document (.doc, .docx) and PDF by 15 April 2012. Please include the abstract number in the subject line of the email.** The page limit is 10 pages.

Each paper should be named through the following format; “Paper_XXX.doc” (or docx or pdf) where XXX is the number assigned to the abstract when it was submitted for review.

2 Format Requirements

Please follow the general instructions as given below.

2.1 General Format Requirements

The general format requirements are as follows for the different paper components (for each of them there are predefined word styles, which are provided below in bold italics). In Word 2007 or 10, the predefined

word styles can be accessed by pressing Control+Alt+Shift+S or clicking  on your styles toolbar.:

1. *Paper Length:* up to 10 pages (letter size paper)
2. *Margins:* 1 inch top, bottom, left and right margins
3. *Header:* On the first page, please put left justified, in bold 10pt Times New Roman, single spaced, the following information for the conference [*use Header style*]

EMI/PMC 2012
2012 Joint Conference of the Engineering Mechanics Institute and the
11th ASCE Joint Specialty Conference on Probabilistic Mechanics and Structural Reliability
June 17-20 2012, Notre Dame, IN

4. *Footer:* left justify a list of author last names and right justify the page number (10 pt Times New Roman) [*use Footer style*]. No page number should appear in first page.
5. *Title:* 14 pt bold Times New Roman, centered, small caps, single spaced. Two empty 14 pt lines above and below it. [*use Title style*].

6. *Authors/Affiliation/E-mails*: in 11 pt Times New Roman with single spacing, a line with the author name(s) in normal type with a superscript number next to each author (indicating authorship order), followed by their affiliation in italics and their email in parenthesis. Use a separate line for each author's affiliation. The affiliation and email address for each author should be indicated using the superscript number corresponding to the author. [*use Author, Author Affiliation styles respectively*].
7. *Abstract*: A 100-200 word abstract in 11 pt Times New Roman, with single spacing, justified on both margins [*use Normal Style*]. The header "Abstract" should appear above it in 12 pt bold Times New Roman (or Times), with single spacing, numbered consecutively with 12pt margin above it and 6 pt margin below it [*use Heading 1 Style*].
8. *Section Headings* (including abstract header, acknowledgements, references): 12 pt bold Times New Roman, single spacing, numbered consecutively with 12pt margin above it and 6 pt margin below it [*use Heading 1 Style*]. Use consecutive numbering starting from Introduction and up to Conclusions. Abstract, References and Acknowledgements (if existing) headings should not be included in the numbering system.
9. *Section Subheadings*: 11 pt italic bold Times New Roman, single spacing, numbered consecutively with 4 pt margin above and below it. [*use Heading 2 Style*].
10. *Section Sub-Subheadings*: 10 pt italic bold Times New Roman, single spacing, numbered consecutively with 2 pt margins above and below it. [*use Heading 3 Style*].
11. *Normal (body) text*: 11 pt Times New Roman, with single spacing, justified on both margins, one blank line between subsequent paragraphs, no indentation for beginning of a paragraph [*use Normal style*]. Do not insert a blank line after a paragraph when it is followed by a change of section.
12. *Figures*: insert in text where appropriate centered, with 11 pt bold Times New Roman caption centered below the figure with the following style: "**Figure X. Very interesting caption**" using standard grammatical capitalization rules. As shown in the example below, leave one empty line above the figure, a 4pt margin between the caption and the figure and a 12 pt margin after the caption [*use Figure Caption style*]. Do not wrap text around figures. Figures should be consecutively numbered and all figures must be cited in the text as "Figure X".
13. *Tables*: insert in text where appropriate centered, with 11 pt bold Times New Roman caption centered below the figure with the following style: "**Table X. Very interesting caption**" using standard grammatical capitalization rules. As shown in the example below, leave one empty line above the figure, a 4pt margin between the caption and the figure and a 12 pt margin before the caption [*use Table Caption style*]. Do not wrap text around tables. Tables should use a single horizontal rule at the bottom of the table and above and below the table headers. No other grid lines should be used in the interior of the table. Use bold text for the table headers. [*use Table Caption style*]. Tables should be numbered consecutively and all tables must be cited in the text as "Table Y".
14. *Equations*: centered, numbered consecutively with equation number in parenthesis at the right and a 2pt margin below and under it [*use Equations style*]. Equations should be referred to in the text as "(1)".
15. *Units*: SI units are preferred
16. *References*: References should appear at the end of the paper as shown below in 10 pt Times New Roman with single spacing, fully justified [*use References style*], with the "References" header in 11 pt Times New Roman with 12pt margin above it and 6 pt margin below it [*use Heading 1 style*]. Citations in the text of the paper should use author last names and the year; for example, "... in previous work by the authors (Smith *et al.*, 1998; Carson and Smith, 2008)" or "... as shown in the work by Carson and Smith (2008)." For publications with more than three authors use the first author's name followed by *et al.*; use the year followed by a, b, c according to the order of citation when multiple papers are cited from the same authors in a given year: "According to Davis and Jones (2005b)..."

Additionally, authors are responsible for obtaining permission for reprinting any material included in their papers that is already copyrighted elsewhere.

$$E = mc^2 \quad (1)$$

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

Table 1. A list of numbers

N	X	Y
1	4.55	12.92
2	5.66	13.84

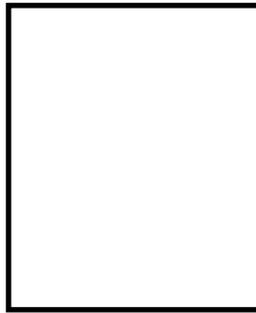


Figure 1. Rectangular shape

3 Conclusions

If you have any questions concerning these format instructions, please contact the EMI/PMC 2012 chairs by e-mail to emipmc12@nd.edu.

Acknowledgements

We look forward to your participation at EMI/PMC 2012 at the University of Notre Dame. Please be sure to visit the conference website (emipmc12.nd.edu) in the months leading up to the conference for all the latest information, preliminary programs, registration and logistics. Thank you again for your interest and support for the conference.

References

- Stahl, D. C., Wolfe, R. W., and Begel, M. (2004). "Improved analysis of timber rivet connections." *Journal of Structural Engineering*, 130(8), 1272-1279.
- Garrett, D. L. (2003). "Coupled analysis of floating production systems." *Proceedings of the International Conference on Deep Mooring Systems*, ASCE, Reston, VA, 152-167.
- 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, CO, 69-129