**Formatting Instructions (Paper Title: Arial 14 Bold, Maximum 2 Lines)**

X. Firstauthor1, Y. Secondauthor1 & Z. Thirdauthor2

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ABSTRACT: Please enter the text of the abstract here. The abstract will be between 100 and 200 words and consist of just one paragraph. The paragraph will start with the text “ABSTRACT:” The abstract should summarize the significant points of the paper. It should state the purpose of the work and important findings and conclusions.

*Keywords: Keyword1, Keyword2, Keyword3 (maximum 5 keywords)*

**1 Introduction (Arial 12 Bold)**

The paper should be submitted as a pdf file and MS word document (docx file). The deadline for the submission of the full paper is February 5, 2025. If English is not your native language, it is advisable to have your final text checked by a native English speaker. Either British or American spelling is acceptable as long as it is used consistently.

**2 Paper length and file size**

The maximum size of the full paper is 10 pages (excluding authors’ bios). Each file is limited to 10 MB.

**3 Page setup**

The paper should be written in an A4 page (210X297 mm). Top, Bottom, Left and Right page margins should be 2.5 cm (0.98″), 2.5 cm, 2.5 cm and 2.5 cm, respectively (as in this template). Text, diagrams (with the caption) and tables (with the caption) must not exceed the working area of 160 x 247 mm. Use the full page length. The distances of the Header and Footer from the edges of the page are (a) Header from Top: 1.25cm (0.49″) and (b) Footer from Bottom: 1.25cm.

The Header of the first page is different from the other pages, containing the name, place and dates of the conference and it should not be changed. In the Header of the other pages the name of the authors should be written (e.g. X. Firstauthor, Y. Secondauthor, Z. Thirdauthor or Firstauthor et al.).

The text must be written in single column. Do not begin a new section directly at the bottom of a page. In this case move the heading to the top of the next page using page break (like in this first page).

The paper must contain page numbers centered at the bottom of the page as in this template.

**4 Formatting – Text Styles**

The basic formatting of the paper is as follows (with the variations indicated): Font Arial 10pt, Font Style: Regular, Alignment: Justified, Line spacing: At least 12 pt, Spacing before: 0pt, Spacing after: 4pt, Indentation: 0cm. You may either use styles from the Styles Window or do manually the following (this text is produced without using styles from the Styles Window).

Paper title. Font: Arial 14pt, Bold, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 40pt, Spacing after: 24pt.

Author(s). Font: Arial 10pt, Regular, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 0pt, Spacing after: 14pt.

Affiliation(s). Font: Arial 10pt, *Italics*, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 8pt, Spacing after: 2pt.

E-mail(s). Font: Arial 10pt, Regular, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 1pt, Spacing after: 1pt.

Abstract text. Font: Arial 10pt, Regular, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 40pt, Spacing after: 4pt.

Keywords. Font: Arial 10pt, *Italics*, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 24pt, Spacing after: 4pt.

All normal text paragraphs of the manuscript: Font: Arial 10pt, Regular, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 0cm, Spacing after: 4pt.

Heading 1. Font: Arial 12pt, **Bold**, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 24pt, Spacing after: 10pt, Tab stop position: 0.8 cm (0.315″) left alignment.

Heading 2. Font: Arial 11pt, **Bold**, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 20pt, Spacing after: 3pt, Tab stop position: 1.1 cm (0.433″) left alignment.

Heading 3. Font: Arial 10pt, **Bold**, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 16pt, Spacing after: 6pt, Tab stop position: 1.4 cm (0.551″) left alignment.

Figure. Alignment Centered, Line spacing: At least 12pt, Spacing before: 12pt, Spacing after: 1pt.

Figure Caption. Font: Arial 9pt, **Bold**, Alignment: Centered, Line spacing: At least 12pt, Spacing before: 1pt, Spacing after: 12pt.

Table text. Font: Arial 9pt, Regular, Alignment: Centered, Line spacing: Single, Spacing before: 1pt, Spacing after: 1pt.

Table Caption. Font: Arial 9pt, **Bold**, Alignment: Justified, Line spacing: Single, Spacing before: 12pt, Spacing after: 2pt.

Equation. Font: Arial 10pt, Regular, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 8pt, Spacing after: 6pt, Tab stop position: 16cm (6.3″) right alignment.

Header. Font: Arial 8pt, Regular, Alignment: Justified, Line spacing: Single, Spacing before: 0pt, Spacing after: 0pt, Tab stop position: 16cm right alignment.

Footer. Font: Arial 9pt, Regular, Alignment: Justified, Line spacing: Single, Spacing before: 6pt, Spacing after: 0pt.

Reference List. Font: Arial 9pt, Regular, Alignment: Justified, Line spacing: At least 12pt, Spacing before: 0pt, Spacing after: 8pt.

**5 Affiliations**

Please indicate affiliations (names of universities) in English. Indicate the affiliation for each author using a superscript next to his/her last name. Write the affiliation(s) after the names using the style “Affiliation”. If several authors have the same affiliation, use the same superscript and write the affiliation only once. In case several authors have the same affiliation the emails should be placed under the common affiliation following the order of the authors’ names.

**6 Paper Title**

The maximum length of the Paper Title is two lines.

**7 Headings**

Headings will be numbered in sequence. Use the styles “Heading 1”, “Heading 2”, “Heading 3” for first, second and third order headings. Do not use fourth or higher order headings.

**8 Example “Heading 1”**

**8.1 Example “Heading 2”**

**8.2.1 Example “Heading 3”**

**9 Equations and Units**

Use the style “Equation” for lines with equations. The equations shall be numbered consecutively. A line containing an equation starts with the equation, aligned left, then a tab (with tab stop position 16cm, right alignment) and finally the equation number follows in parentheses. See also the following example:

The vertical geostatic stress σv is calculated using the following equation:

σv=γ×h (1)

where γ is the soil unit weight and h is the depth from the surface.

Do not enter equations inside the normal paragraphs. Do not use hyperlinks to equations. Use SI units only.

**10 Abbreviations**

Abbreviations should be defined when they are first mentioned and used consistently thereafter, e.g. finite element (FE) method or finite element method (FEM).

**11 Footnotes**

Do not use footnotes.

**12 Figures**

Please use figures of sufficient quality. Please use the wrapping style “In line with text” for figures and place figures in a paragraph with the style “Figure”.

Line art can be directly imported from computer drawings or scanned images. Please make sure the images are clear and presentable. Legends, labels, and axis titles must be readable.

Color or black and white photographs of good quality and sharp contrast can be used. Photographs should be regarded as figures and should be numbered together with line art figures.

Texts inside the figures (legends, axis labels etc.): Use Arial font, minimum font size 7 points, maximum font size 9 points.

Enter the figure caption below the figure. Figure captions will be as shown in the example below.



Figure 1. Example of figure caption

Do not use hyperlinks to figures.

**13 Tables**

Use only horizontal border lines over and under the First Row and under the Last Row, as in the following example. Please use the style “Table Text” for formatting the contents of the tables.

The captions of the tables should be placed above the tables as shown in the example below. Use the style “Table Caption” for formatting the captions of the tables.

Table 1. Soil parameters

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Soil Formation | γ  (kN/m3) | c  (kPa) | φ  (ο) | E  (ΜPa) |
| A | 21 | 15 | 25 | 30 |
| B | 20 | 20 | 27 | 40 |
| C | 20 | 30 | 29 | 50 |

Do not use hyperlinks to tables.

**14 Conclusions**

In “Conclusions” the most significant results of your work should be summarized.

**Acknowledgements**

Place acknowledgements, if any, after the Conclusions and before the list of references under the title “Acknowledgements”.

**References**

Provide a list of references at the end of the paper under the heading “References”. Use the style “Reference List” for the list of references. The references shall be shown as in the examples below:

Author1, A., Author2, B., Author3, C. (2000). Paper Title. Journal Title, 163(2), pp. 51-59.

Author1, A., Author2, B., Author3, C. (1999). Paper Title. Proceedings of Conference Title, Editor1, A., Editor2, B. (Eds.), pp. 281-304, Publisher, City, Country.

Author1, A., Author2, B., Author3, C. (1979). Book Title, third ed. Publisher, City, Country.

Author1, A., Author2, B., Author3 C. (1999). Chapter Title. In: Editor1, A., Editor2, B. (Eds.), Book Title. Publisher, City, Country, pp. 281-304.

Author1, A. (2010). Thesis Title. University, Department, City, Country.

In the text sources should be referred to by the author’s surname followed by the year of publication. If there are more than two authors, then write the first author’s surname followed by “et al.”. More specifically use one of the following:

One author: Author1 (2010)

Two authors: Author1 & Author2 (2010)

Three or more authors: Author1 et al. (2010)

In parentheses:

One author: (Author1, 2010)

Two authors: (Author1 & Author2, 2010)

Three or more authors: (Author1 et al., 2010)

More than one citation in parentheses (Author1, 2010; Author2, 2010; Author1 et al., 2010)

**Authors’ bios**

***First author, Affiliation in English (Country)***

Short bio (about 150 words) of First author. You are encouraged to tailor your bio for an education conference.

***Second author, Affiliation in English (Country)***

Short bio (about 150 words) of First author. You are encouraged to tailor your bio for an education conference.

***Third author, Affiliation in English (Country)***

Short bio (about 150 words) of First author. You are encouraged to tailor your bio for an education conference.

You may want to consider the two samples provided next.

SAMPLE #1

***Kimberly A. Warren, University of North Carolina at Charlotte (USA)***

Dr. Kimberly Warren is an assistant professor at the University of North Carolina at Charlotte who specializes in the field of Geotechnical Engineering. She holds her Civil Engineering degrees from Virginia Tech and North Carolina State Universities. Her disciplinary research interests involve the use of geosynthetic materials (polymeric materials) incorporated into civil engineering structures including roadways and earth retaining structures. Most of her work involves the instrumentation and long-term monitoring of heavily instrumented structures. Due to her strong passion for teaching, Dr. Warren pursued educational research opportunities in recent years and was awarded an NSF TUES grant, which she is currently finishing up with hopes of continuing her work in this area. Dr. Warren was awarded a UNC Charlotte College of Engineering teaching award for her dedication to teaching.

*Source: Warren, K.A. & Wang, C. (2013). Use of Interactive Classroom Models and Activities to Increase Comprehension of Geotechnical Engineering Concepts, 120th ASEE Annual Conference and Exposition, Atlanta, Georgia, June 23-26, Paper ID #6514*

SAMPLE #2

***Margarida Pinho-Lopes, University of Aveiro (Portugal)***

Dr. Margarida Pinho-Lopes is an assistant professor at the University of Aveiro, Portugal, who specialises in the field of geotechnical engineering. She graduated in civil engineering from University of Porto, Portugal, and obtained a M.Sc. and a Ph.D. at the same university. Between 2013-2019 she worked in the UK. Her main technical areas of interest are geotechnical engineering and the application of geosynthetic materials. Her particularly focus is on reinforcement and improvement of soil for a wide range of applications, durability and endurance of geosynthetics, soil-geosynthetic interaction, and constitutive models for geosynthetics. Margarida is involved in research in engineering education, particularly on student-centred learning models (problem- and project-based learning), feedback practices and outreach activities. She is a member of ISSMGE TC306 Geoengineering Education. Margarida has been presented with the New Frontiers of Engineering – Higher Education Teachers award (2012 and 2016) by the Portuguese Institution of Engineers (Ordem dos Engenheiros).

*Source: Pinho-Lopes, M. & Powrie, W. (2020). Feedback to Students on Soil Mechanics Laboratory Reports – Why Use Virtual Technology if you Can Have a Productive Real Dialogue?, Proceedings ISSMGE Int. Conf. on Geotechnical Engineering Education GEE2020, Pantazidou, M., Calvello, M. & Pinho-Lopes, M. (Eds), Athens, Greece, June 23-25.*