INSTRUCTIONS TO AUTHORS

Proceedings of
ACMSM23

23rd Australasian Conference on the
Mechanics of Structures and Materials (ACMSM23)

Byron Bay, Australia
9-12 December 2014

Organised by
Southern Cross University, Australia

- Submission of manuscripts for review: email an MS word version (ie .doc or .docx) to acmsm23@scu.edu.au
- Submission of camera-ready manuscripts: email both a PDF version and an MS word version (ie .doc or .docx) to acmsm23@scu.edu.au
- Please use the following convention to label the names of manuscript files submitted for review:
  ACMSM23-\{paper ID\}-Review.doc
  e.g. ACMSM23-100-Review.doc
- Please use the following convention to label the names of manuscript files containing camera-ready papers:
  ACMSM23-\{paper ID\}-CameraReady.doc
  e.g. ACMSM23-100-CameraReady.doc
- Paper ID can be found on the conference website within the Accepted Abstracts page.
- Initial review submissions to arrive no later than: 15 June 2014
- Revised (camera-ready) submissions to arrive no later than: 15 August 2014
- Each manuscript is to be accompanied by a completed copyright transfer form.
- All enquiries should be addressed to:
  Conference Secretariat
  School of Environment, Science and Engineering
  Southern Cross University
  Tel: +61 2 6620 3088
  Fax: +61 2 6621 2669
  Email: acmsm23@scu.edu.au
SAMPLE PAPER

- Authors are to write their paper directly on the Sample Paper Template.
- The Sample Paper Template is available on the “Accepted Abstracts and Paper Writing Guidelines” section of the conference website (http://scu.edu.au/acmsm23/)
- Authors are requested to strictly adhere to the Sample Paper Template and the following comments.

MARGINS

Set the paper size to A4 and set all margins to 2.5 cm.

FONTS

<table>
<thead>
<tr>
<th>Type of text</th>
<th>Font type</th>
<th>Font Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper title</td>
<td>Arial, bold and full capitals</td>
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</tr>
<tr>
<td>All other text and blank lines</td>
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<td>11</td>
</tr>
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</table>

LENGTHS OF PAPERS

<table>
<thead>
<tr>
<th>Paper type</th>
<th>Keynote Submissions</th>
<th>General Submissions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length of paper (pages)</td>
<td>10</td>
<td>6</td>
</tr>
</tbody>
</table>

POSITIONING OF PAPER TITLE, AUTHOR NAMES AND AFFILIATIONS

- Paper title to be centred; leave three blank lines (at 11 point setting) before paper title.
- Leave two blank lines between the paper title and first author name.
- The name of each author (in bold) is to be written on a new line and centred. The affiliation of each author is to be written directly after the name. Leave a blank line between the affiliation and the name of the following author. All names and affiliations are to be centered.
- Include full postal and email addresses of all authors.
- Indicate the corresponding author with an asterix beside their name (e.g. Smith*) and write (Corresponding Author) after the email address at the end of their affiliation.
- Leave three blank lines between the affiliation of the last author and the abstract.

OTHER POSITIONING REQUIREMENTS

- Single line spacing.
- Leave one blank line between any two items of different types: section heading (main heading, secondary heading and tertiary heading), paragraph, table and figure.
- Leave one blank line also between any two items of the same type (e.g. between two paragraphs) except between two headings which should be separated by half a blank line (i.e. 5 font size).
ABSTRACT

- The first section of the paper should be a single-paragraph abstract outlining the aims, scope and conclusions of the paper.
- Limit Abstracts to about 200 words.
- Abstracts are not to contain references to figures, tables and references.

KEYWORDS

A keyword section should follow immediately the abstract section. List a minimum of 4 to a maximum of 8 keywords separated by commas and ending with a stop.

SECTION HEADINGS (INCLUDING ‘ABSTRACT’ AND ‘KEYWORDS’)

- Main section headings should be in bold and full capitals.
- Secondary headings should be in bold. Use upper and lower case letters.
- Tertiary headings, if required, should be in italics, starting with an upper case letter.

PARAGRAPHING

- Use single column format only; paragraphs are not to have any indents.
- Text should be left and right justified, providing a vertical margin on both sides.
- Paragraphs are to be separated by a blank line.

TABLES

- Tables are to be centred, with the caption given above the table.
- All tables are to be referred to as “Table 1”, “Tables 2 and 3”, “Tables 4-6” and so on in the text of the paper. All tables must be quoted in the text.
- Unless unavoidable, do not have a table spread over two or more pages.
- Try to position tables near to where they are cited in the text.

ILLUSTRATIONS/FIGURES

- All illustrations/figures will be reproduced in black and white in print form.
- Illustrations/figures are to be centred, with the caption given below the figure.
- All illustrations are to be referred to as “Figure 1”, “Figures 2 and 3”, “Figures 3-6” and so on in the text of the paper. All figures must be quoted in the text.
- Unless unavoidable, do not have a figure spread over two or more pages.
- Try to position figures near to where they are cited in the text.

EQUATIONS

- Equations are to be centred.
- The equation reference number is to be right justified.
- All equations must be referred to in the text as Eq. 1, Eqs. 2 and 3, Eqs. 4-6 and so on.
REFERENCES

References to published work should be referred to in the text by the last name(s) of author(s) followed by the year of publication in parentheses. For example, one may write “Smith et al. (1996) referred to several existing studies (Chen 1990, 1991, 1992a, 1992b; Ko et al. 1992; Zhu and Ko 1995)…” or “More information can be found in Teng et al. (2002).” The references should be grouped at the end of the paper in alphabetical order of the last name of the first author in the following style:


OTHER REQUIREMENTS

For any aspects not covered in this document, please refer to the attached sample paper. Enquiries can be directed to acmsm23@scu.edu.au