

TITLE OF THE PAPER

33.5mm

A.B. Author1

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ABSTRACT: The present article presents the style in which papers should be submitted to 32nd National Convention Environmental Engineers 2016. This has been done to relieve the authors of the painstaking style of cutting and pasting. In order that all papers will have a similar typography, it is important that authors follow the instructions listed below. Line drawings can be printed on the laser printer or they can be pasted in the text. Photographs should not be scanned and screened. Appropriate open space should be left in the text and the original good quality photographs pasted therein. The paper should be of A4 size (210 x 297 mm). A soft copy by e-mail in MS Word 97-2003 format should be submitted for direct camera-ready printing. Verbatim repetition of the matter in the abstract in the introduction is to be avoided.

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KEY WORDS: Five key words shall be written below the abstract

Note for authors:- They may modify the abstract earlier sent by them, if they find it desirable to do so after writing full length paper. This revised abstract would be included in the printed volume or a CD

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83 mm

1 INTRODUCTION

1.1 Type Area

Restrict the length of the paper to 6 PAGES. Use only one side of the paper. The total width of the type area has to be 171 mm and the height of the text on each page 247 mm. The text and figures should fit exactly into the type area (171 X 247 mm). The paper should be typed in two columns. The width of each column should be 83 mm. Leave a gutter of 5 mm between the two columns.

1.2 Typeface, Type size and Indenting

Use Times New Roman font of 10 point size with one-line spacing except for the headings (see below) and parameters in equations (not for log, sin, cos, ln, max., d (in dx), etc.). Indent the first line of each paragraph. Do not indent after an open line or a heading.

2 LAYOUT OF TEXT

2.1 Title of the paper

Type the title of the paper in upper case (Times New Roman, 14-point) at the top of the first page. The title should not be longer than 15 words. Justify the title at the centre.

Type the name(s) of the author(s) underneath the title. Initials should precede the surname. The author's affiliation should follow in the next line. Type names of authors with the same affiliation after each other, use comma or & between the names..

2.2 Abstract

Begin the paper with an abstract of not more than 250 words (Half page). Type the first line of the abstract 50 mm from the top of the type area. Type the word ABSTRACT: followed

directly by the abstract itself, which should run across both the columns. Leave two blank lines before starting the text (or first heading) of the paper. Since only abstract will be printed, it shall reflect the contents of Paper. If desire a figure or graph may be incorporated in the abstract within given limit.

2.3 Headings

Primary headings are to be typed in CAPITAL BOLD letters in Times New Roman font size 10 and secondary headings in Title Case (First letter of each word in capital except words like at, on, the, of, and etc.). Leave two blank lines above and one beneath the primary headings, and one blank line above and a half blank line beneath the secondary headings. Do not indent the heading or the first line of text following the heading. If a primary heading is immediately followed by a secondary heading, place two blank lines above the primary heading and none beneath. For the secondary heading, leave half-line blank above and half-line beneath. If a heading falls at the bottom of a column, transfer it to the top of the next column/page and leave an open space at the bottom. No blank space should appear above a heading at the top of a page or column.

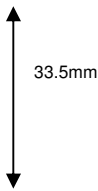
2.3.1 Third Level Heading

The third level heading will be in Title Case, Italics, with first letter of each word Capital Type headings flush against the left margin of the relevant column. Leave half-line blank above and below the third level heading.

2.4 Photographs, Figures, Equations and Tables

The figures (making no distinction between diagrams and photographs) are to be numbered consecutively in the order in which reference is made to them in the text. Figures and tables may be either 83 mm wide (one column) or 171 mm wide (two columns).

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Figures, photographs, etc. should be in black and white only. Paste them on the typescript after the paragraph in which reference is made to them in the text. Centre the figures and the photographs either in a single column or two columns.. Leave about two lines of space between the actual text and the figure (including caption). While pasting the figures, place the actual lines of the figure immediately against the top of the type area: ignore the open space which may be present above the lines of the figure. Line drawings (as well as photographic reproductions of these) should be in black (not grey) on white. Ensure that the legend in the figures is clear and legible.

Photographs should be in black and white, with good contrast. Photographic reproductions cut from books or journals or photocopies of photographs and screened photographs are unacceptable. Scanned photographs can be printed in the text, but the original photographs should always be provided.

Set equations against the left margin of the column and number them consecutively. Refer to equations by these numbers in the text. Leave one blank line between equations and the text, and between two equations.

Number the tables consecutively and place them close to the first reference to them in the text. Give explanations at the foot of the table and not within the table itself. Use only horizontal lines; align all headings to the left of their column and start these headings with an initial capital. Type the caption in title case above the table to the same width as the table. Results should be presented either in the form of graphs or in the form of tables but not both.

### 3. REFERENCES, SYMBOLS AND UNITS

Write the references in the text as shown in the examples below.

- References in the text: Figure 1, Figures 2-4, 6, 8a, b.
- References between parentheses: (Fig.1), (Figs 2-4, 6, 8a, b).
- Author & Author (1989) *instead of* Author and Author (1989).
- (Author 1989a, b, Author & Author 1987) *instead of* (Author, 1989a,b; Author and Author, 1987).
- (Author *et al.* 1989) *instead of* (Author, Author & Author 1989).
- (Author, in press); (Author, in prep.); (Author, un-publ.); (Author, pers. comm.). Always use the official SI notations:

### 4. CONCLUSIONS

State concisely the most important findings of the work presented in the paper as well as the author's views on the practical implications / applications of the results in the conclusions.

### REFERENCES

Confine the references to only those having relation to the work presented. In the text, place the authors' surnames (without initials) and the date of publication in parentheses. At the end of the paper, list all references in alphabetical order. If several works by the same author are cited, entries should be chronological. Leave spacing of half -a- line above and beneath each reference. The following pattern should be used:

Last name, First name or Initials (Year) Title of article. *Title of Journal* (series number if necessary) volume number (issue number if necessary): page numbers.

Examples:

Brown E.T. and Trollope D.H. (1970) Strength of a Model of Jointed Rock, *Jl. of Soil Mech. & Found. Div., Proc. ASCE*, 96(SM2): 685-704.

Einstein H.H. and Hirschfeld R.C. (1973) Model Studies on Mechanics of Jointed Rock. *Jl. of Soil Mech. & Found. Div. Proc. ASCE*, 90: 229-248.

