**Technical Paper Template and Formatting Instructions**

**Sample Author, P.E.,1 Sample Author, Ph.D.,2 and
Sample Author, P.E.3**

1Affiliation Address; e-mail: abc@emailaddress.com

2Affiliation, Address; e-mail: abc2@emailaddress.com

3Affilitation, Address; e-mail: abc3@emailaddress.com

**ABSTRACT**

A proceedings containing papers presented at this conference will be produced from the manuscripts received from authors. These instructions are formatted to resemble a final paper. The abstract should consist of one paragraph of up to 200 words. The abstract should present a concise statement of the scope, principal findings, and conclusions of the paper. Abstracts cannot include lists, tables, figures, display equations, footnotes, or references.

**INTRODUCTION**

An author’s central obligation is to present a concise account of his or her research, work, or project accompanied by an objective discussion of its significance. Submitted papers should contain detail and reference to public sources of information, so that the author’s peers are able to repeat the work or otherwise verify its accuracy.

Papers must be original, unpublished work. Dual publication (publishing the same paper in multiple places without permission of the original publisher and agreement by the subsequent publisher) is a professional ethics violation and a legal problem. Any paper that has been presented at a previous conference will be removed from the program.

It is inappropriate to submit abstracts or papers with an obvious commercial intent. It is also inappropriate to criticize another paper with personal attacks on the author(s), make commercially bias comparison of products or commercial/marketing statements against a particular raw material or product.

Only people who have significantly contributed to the research, project, or manuscript preparation should be listed as coauthors. The primary author will attest that any people named as coauthors have seen the final version of the paper and agreed to its submission for publication.

At least one author of each paper must be registered for the conference and committed to present prior to final acceptance for publication. This must be done online through the conference web site at <http://geosyntheticsconference.com/> by **November 6, 2020**.

Proceedings papers may be republished later at the authors discretion but must reference the conference as the original source.

**REQUIREMENTS FOR SUBMITTING A PAPER**

**Paper Length.** All papers should be 4 – 12 pages in length.

**Paper submission.** All draft and final papers must be submitted electronically in Microsoft Word format online at www.geosyntheticsconference.com/authors. Please submit the first draft version of your paper by **August 3, 2020** and the final paper by **October 09, 2020**. Review your paper carefully before you submit the final version.

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**MANUSCRIPT FORMATTING**

A proceedings paper consists of a title; an author byline and affiliation(s); an abstract; the text with optional tables, figures, and mathematics; a conclusion; and references. Acknowledgments, appendixes, and notations are optional.

**Length.**  All papers should be 4 –12 pages in length. Total paper length includes all text, graphics, references, and appendixes.

**Point size and font.** Use 12-point type for text, captions, and author contact information. For type within figures or tables, the 12-point size is preferred. Please select a serif text font such as Times New Roman. *Italics,* **bold,** and ***bold italics*** may be used; using only one “family” of typefaces yields the cleanest results.

**Headers and footers.** Do not put any information in the header. The only acceptable content in the footer is a single page number.

**Layout.** All text must be single-spaced. Page design should be consistent throughout the paper. Page size should be Letter type (8.5 x 11 inches). Margins should be 1 inch (25mm) on all sides, and all elements (text, figures, tables, captions) must fit within those margins.

**Figures and tables.** All graphics (photos, line art, and tables) must be embedded in the MS Word document using Edit 🡪Paste Special🡪Picture and fit within the margin settings.

 Illustrations should be numbered consecutively as they are presented (Figure 1, Figure 2, etc., and Table 1, Table 2, etc.). Each figure should be mentioned in the text or “called out” before it appears.

Figures should be placed in the text. More than one figure may appear on a page. Do not wrap text around the figure, even to save space. Landscape orientation is acceptable.

Figures and tables should be free of commercial names.

**Captions and legends.** A descriptive caption, including figure number, should be placed directly *below* the illustration (see Figure 1). A descriptive legend, including table number, should be placed immediately *above* the table.

**Figure 1. Sample art illustration.**

**Style.** The paper must be written in the best possible technical and grammatical English. Titles should be concise and should describe the content of the paper. If you have a long title, please consider a **Title: Subtitle** format.

**Mathematics.** All mathematics must be embedded in the text. Equations need to be numbered *only* if they are referred to more than once.

**System of units.** The use of SI units is encouraged. For more information about SI units, visit the web sites of the [U.S. Metric Association](http://lamar.colostate.edu/~hillger/) (USMA), Inc. or the [National Institute of Standards and Technology](http://physics.nist.gov/cuu/Units/index.html) (NIST).

**Author contact information.** A sample of author contact information is shown on the first page of these instructions. The following information may be provided for all authors of the paper: author’s full name; academic degrees or honorifics; professional licenses; current employment affiliation; mailing address; and e-mail address. Note that each author has one and only one note with contact information. Multiple authors with the same employment affiliation or mailing address must have separate notes.

**CONCLUSION**

Thank you for your contribution to the conference. If you have questions or need any assistance, please contact mmfirl@ifai.com or bjconnett@ifai.com.

**REFERENCES**

At the end of the paper, list all references in alphabetical order of authors’ last names. The first line of each entry in the reference list should not be indented: the following lines should have 5 mm indention. Do not leave an open line between references. Type book titles and the names of journals, reports and conferences, etc. in *italics.*

Format for books is: last name, initials (year) *Book Title,* Publisher, City, State/Province, Country (of publisher). For example:

Terzaghi, K. and Peck, R.B. (1987). *Soil Mechanics in Engineering Practice,* 2nd ed., McGraw Hill, New York, NY, USA.

Format for journal papers is: last name, initials, (year), Article title, *Name of Journal,* volume number and issue number in Arabic numerals, pages. For example:

Ingold, T.S. and Miller, K.S. (1983). Drained axisymmetric loading of reinforced clay, *Journal of Geotechnical Engineering,* ASCE, 109(9): 883–898.

Format for conference papers is: last name, initials, (year), Article title, *Name of conference,* Publisher, City, State/Province and Country where conference took place, volume number in Arabic numerals: pages. For example:

Leshchinsky, D. and Perry, E. B. (1987). A design procedure for geotextile reinforced walls, *Geosynthetics ‘87,* IFAI, New Orleans, LA, USA: 95-107.

Koerner, R.M., Wayne, M.H. and Carroll, R.G., Jr. (1989). Analytic behavior of geogrid anchorage, *Geosynthetics ’89*, IFAI, San Diego, California, USA: 525-536. [Note: all authors are authors listed, do not use “et al.” in the reference list.]

Format for an ASTM test standard:

ASTM D 638. Standard Test Method for Tensile Properties of Plastics, *ASTM International*, West Conshohocken, Pennsylvania, USA.

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* All speakers must refrain from making overt commercial statements in writing, orally and visually. Commercial statements include direct comments made for commercial gain or advantage, traditionally referring to companies, products or services.
* Specific product names may only be used ONCE within the paper thereafter a generic
term or abbreviation should be used throughout the paper and/or presentation.
* Specific product names may not be used in the title of the paper, abstract or conclusion
* Trademark and registered symbols may not be included in papers or presentations.
* There shall be no direct disparaging comments about any specific products/companies.