

INSTRUCTIONS TO AUTHORS

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**Department of Civil Engineering
The University of Hong Kong**

in conjunction with

IIFC Working Groups “FRP-Strengthened Metallic Structures”, “Bond Behaviour of FRP in Structures”, and “FRP Bridge Decks”

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- Submission of manuscripts for review: email a PDF version to apfis07@hkucc.hku.hk
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 - All enquiries should be addressed to:

Dr Scott Smith
APFIS 2007
Department of Civil Engineering
The University of Hong Kong
Pokfulam Road, Hong Kong
Fax: +852 2559 5337
Tel : +852 2241 5699
Email: apfis07@hkucc.hku.hk

- Initial submissions to arrive no later than: **1 July 2007**
- Revised submissions to arrive no later than: **1 October 2007**

- Each manuscript is to be accompanied by a completed copyright transfer form.

MARGINS

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

FONTS

Type of text	Font type	Font Size
Paper title	Arial, bold and full capitals	12
All other text and blank lines	Times New Roman	10

LENGTHS OF PAPERS

Paper type	Keynote	Other papers
Length of paper (pages)	10	6

POSITIONING OF PAPER TITLE, AUTHOR NAMES AND AFFILIATIONS

- Paper title to be centred; leave three blank lines (at 10 point setting) before paper title.
- Leave two blank lines between the paper title and author names.
- Author names to be followed immediately by author affiliations, both to be centred.
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OTHER POSITIONING REQUIREMENTS

- 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.**

ABSTRACT

The first section of the paper should be a single-paragraph abstract outlining the aims, scope and conclusions of the paper.

KEYWORDS

A keyword section should follow immediately the abstract section. List about 4-8 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 italics. Use upper and lower case letters.
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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.

TABLES

Tables are to be centred. The table reference and heading should appear above the table.

ILLUSTRATIONS

- All illustrations will be reproduced in black and white. Illustrations are to be centred, with the reference and 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. All figures must be quoted in the text.

EQUATIONS

Equations are to be centred. The equation reference is to be right justified. Equations should be referred to in the text as Eq. 1, Eqs 2 and 3 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:

- Anson, M. and Zhang, J.P. (1995). “On-site graphics for planning and communicating the use of site space”, *Proceedings of the Fifth East Asia-Pacific Conference on Structural Engineering and Construction*, Y.C. Loo, ed., Gold Coast, Australia, July, 883-888.
- Lin, X. (2004). *Buckling of Extensively Welded Steel Cylindrical Shells under Axial Compression*, PhD Thesis, The Hong Kong Polytechnic University, Hong Kong.
- Ko, J.M., Ni, Y.Q. and Tian, Q.L. (1992). “Hysteretic behavior and empirical modelling of a wire-cable vibration isolator”, *International Journal of Analytical and Experimental Modal Analysis*, 7(2), 111-127.
- Ko, J.M. and Xu, Y.L., eds, (2000). *Proceedings of International Conference on Advances in Structural Dynamics*, Hong Kong, China, December.
- Teng, J.G., Chen, J.F., Smith, S.T. and Lam, L. (2002). *FRP-Strengthened RC Structures*, John Wiley and Sons, Chichester, UK.
- Teng, J.G. and Rotter, J.M. (2004). “Buckling of thin shells: an overview”, *Buckling of Thin Metal Shells*, J.G. Teng and J.M. Rotter, eds, Spon Press, UK, 1-41.

OTHER REQUIREMENTS

For any aspects not covered above, please refer to the attached sample paper.