**Instructions for Authors - 19th International Symposium on Tubular Structures**

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| **Keywords**  Design;  Engineering practice;  High strength steel;  Stainless steel;  Tubular structure.  (Max. 6 keywords) | **Abstract** |
| This document presents essential information and Word instructions necessary for preparing a paper to be included in the proceedings of the 19th International Symposium on Tubular Structures (ISTS 19). The abstract should be concise, comprising no more than 250 words, presented in a single paragraph, and without any indentation at the beginning. Please note that citations should not be included in the abstract. In order to ensure uniform style throughout the volume, all papers have to be prepared strictly according to the instructions set below. The short paper should be submitted to [ists19@hku.hk](mailto:ists19@hku.hk). |

# introduction

The paper must be written in English, centred in size A4 pages with 2.0 cm margins. It cannot exceed **4 pages** in length and **10 MB** in size (**PDF file**). You can write the paper using the template file available for download on the Symposium Website in MS-Word format, and then translate it to Portable Document Format (PDF). The template file provides predefined text styles for each section of this document (such as paper title, abstract, title sections, normal text and legends), ensuring consistent font type, alignment, and space. Using these text styles or the template file will simplify your writing process.

The corresponding author must submit the **PDF file** containing the short paper to the email address (ists19@hku.hk) no later than the **deadline specified on the website** https://www.civil.hku.hk/ISTS19/. The file name should be identified with the surnames of the first author and the last author (e.g., “Author-Surname.pdf”). Please note that papers can only be accepted on the understanding that they will be presented at the symposium. It should be noted that each presenter is **allowed to present one paper**. Authors should only submit a PDF file; there is no need to submit the Word file.

# Getting started

## Title

The first line of the title starts 18 pt below the top edge of the text area. The title must be centred and written in uppercase using **bold Times New Roman font** with a size of 14 with exactly 18 pt line spacing.

## Authors

The author names should include the first name, middle initials, and the last name (with all characters of the last name in uppercase). These names must be centred and written in **bold Times New Roman font** with a size of 12 and exactly 12 pt line spacing. The author names should be located 12 pt below the last title line.

## Affiliation

The author affiliations should be **centred**, written in Times New Roman font with a size of 10, and located 12 pt below the author names. The line spacing of affiliation must be 12 pt. Various author affiliations must be separated by 6 pt vertical space. If multiple authors share the same affiliation, their e-mail addresses should be written sequentially. A 12 pt space after the last line of affiliation or e-mails must be specified.

## Keywords and abstract

The complete keywords and abstract will fall in the table, the settings of which should also not be changed.

Up to 6keywords must be provided, separated by semi-colons. These keywords are written in Times New Roman font with a size of 10, in justified lines and using exactly 13 pt spacing. The word **Keywords**, written in **bold Times New Roman font** with a size of 10, must start the first line. The word **Abstract,** written in **bold Times New Roman font** with a size of 10, must appear in the beginning of the first line. There should be 6 pt of space before the **Keywords** and **Abstract**. The abstract text must be written in Times New Roman font with a size of 10, justified with exactly 13 pt line spacing, as shown in the first page of this template. A 6 pt space after the last line of abstract text must be specified.

# sections

## Main text

Use a Times New Roman font with a size of **10 pt** and exactly **13 pt spacing** throughout the paper. Each paragraph should have an initial indentation of 0.5 cm (0.2"). Utilize roman type for most of the text, except for the mathematical parameters (excluding common functions like log, sin, cos, ln, max, and the differential operator “d” in “d*x*”, etc.), and the titles of journals and books, which should all be in italics.

The text should be set in two columns, each 8.2 cm (3.23") wide, with 6 mm (0.24") spacing between the columns. The text must be typed and justified in a single column. Never underline any text. Avoid using letter spacing, and do not use more than one space after each other. Please do not alter the title page header. Main section titles must be left aligned and written in uppercase **bold Times New Roman font** with a size of 10 and 13 pt line spacing. Specify a 12 pt space before and a 6 pt space after each section title.

## Subsections

The subsection titles must be left-aligned, using an italic Times New Roman font with a font size of 10 and 13 pt line spacing. Only the first letter of each subsection title should be uppercase, while the rest should be lowercase. Additionally, there should be 6 pt of space before and after each subsection title.

### Sub-subsections

The sub-subsection titles must be left aligned, with an italic Times New Roman font, with size 10 and 13 pt line spacing. Only the first letter of each sub-subsection title should be uppercase. Additionally, there should be 6 pt of space before and after each sub-subsection title.

### Footnotes

Footnotes can be included in the paper. They should be written with a regular Times New Roman font, size 8, and **exactly 10 pt** line spacing[[1]](#footnote-1).

# PAGE NUMBERS

There is no need to include page numbers. The page numbers will be automatically included in the symposium proceedings.

# FIGURES

Figures should be included within the text, and all of them should be referred to in the text. The figures should be inserted in the text in a “camera-ready” form (the page size will remain unaltered) and numbered consecutively. Each of them must be immediately followed by the corresponding caption. The figures should be included in “single-space” paragraphs.



Figure 1: Example of a figure

The captions are **centred** and written using a Times New Roman font with a size of 9 and in single-spaced lines, as indicated in Figure 1 above. Between the text and a figure, an exactly 6 pt space must be specified. The vertical distance between each figure and its caption must be 6 pt. Between a figure caption and the text, an exactly 6 pt space must be included.

As much as possible, the figures should be positioned either at the beginning or at the end of a page. Do not place figures at the very end of the paper, unless absolutely necessary.

# Equations

The equations must be **centred** and exactly 6 pt space must be specified to separate the text from the first equation, consecutive equations and the last equation from the text. Please, write the equations using (i) the variables in italic with a font size of 10 and (ii) the constant and common functions in normal style, also with a font size of 10. When letters and/or symbols used as subscripts or superscripts, they must be in italic Times New Roman, size 7. However, numbers in superscript or subscript shall be in normal Times New Roman, size 7. The equations must be numbered sequentially using Arabic characters included in parenthesis and right aligned. The following is an example of two consecutive single-line equations written according to the specifications.

 (1)

 (2)

If you use non-standard fonts, please make sure that they appear correctly in the PDF file.

# Tables

Tables should be prepared with the format shown below and included within the text. All of them should be referred to in the text. The tables should be numbered consecutively and each of them must be immediately preceded by the corresponding caption. The captions and the content of the table are **centred** and written using a Times New Roman font with a size of 9 and in single-spaced lines, as indicated in Table 1 below.

Table 1: Example of a table

|  |  |  |
| --- | --- | --- |
| Column 1 | Column 2 | Column 3 |
| C11 | C12 | C13 |
| C21 | C22 | C23 |
| C31 | C32 | C33 |
| C41 | C42 | C43 |
| C51 | C52 | C53 |

Between the text and a table caption, an exactly 6 pt space must be specified. The distance between each table and its caption must be 6 pt. Between a table and the text, an exactly 6 pt space blank line must be included.

The tables should be included in the text as close as possible to the first time they are referred to in the text. As much as possible, the tables should be placed at the beginning or at the end of a page. Do not place tables at the end of the paper, unless absolutely necessary.

# CONCLUSIONs

Authors should be aware that each page will appear in the Symposium Proceedings exactly as shown in the **PDF** file they send to the ISTS 19 Committee. Therefore, it is essential that these instructions be strictly followed. Authors are strongly advised to use this template file to write their papers, as it was prepared following the above instructions.

# Acknowledgements

The Committee would like to thank the authors for their contributions to this international symposium. The support of the participants to this international symposium is highly appreciated.

# References

The references must be identified by numbers between brackets [1,2,3]. They must be numbered consecutively following the order in which they appear in the text. At the end of the paper, a final section titled **REFERENCES** must include all the reference details in numerical order using a Times New Roman font with a size of 9 and an exactly 13 pt spacing. Moreover, note also that the distance between two consecutive references must be 3 pt and the content of each reference must be indented by 0.65 cm (0.26").

[1] Bazant Z.P. and Cedolin L., *Stability of Structures − Elastic, Inelastic, Fracture and Damage Theories*, Oxford University Press, New York, 1991.

[2] Nethercot D.A., Kyvelou P., Hui C. and Gardner L., “The changing basis for the design of cold-formed purlin systems”, *Proceedings of the 8th International Conference on Advances in Steel Structures*, Lisbon, Portugal, Paper number 4, 2015.

[3] Abambres M., Camotim D., Silvestre N. and Rasmussen K.J.R., “GBT-based structural analysis of elastic-plastic thin-walled members”, *Computers & Structures*, 136, 1-23, 2014.

………

[10] *Specification for the Design of Cold-Formed Stainless Steel Structural Members*. ASCE Standard, ASCE/SEI 8-22, Reston, Virginia, American Society of Civil Engineers (ASCE), 2023.

1. Nevertheless, footnotes should be avoided as much as possible. [↑](#footnote-ref-1)