

TYPING INSTRUCTIONS FOR PAPERS OF PROCEEDING FOR THE 13TH JAPAN EARTHQUAKE ENGINEERING SYMPOSIUM

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ABSTRACT: Instructions for typing papers submitted to the 13th Japan Earthquake Engineering Symposium are presented. The ABSTRACT shall be smaller in width than the main body by 1cm at the left and the right margins. Use Times New Roman in 11pt. The length of the ABSTRACT should not be more than 7 lines.

Key Words: The 13th Japan Earthquake Engineering Symposium, type instruction, format, Times New- Roman, 11pt, indent if key words exceed one line

1. PAGE FORMAT, MARGINS, AND LENGTH OF PAPERS

Use A4 white paper sheets (21 cm x 29.7 cm). Leave 2.5 cm margins at the top and right and left sides of the text and 3.5cm margin at the bottom. Special attention has to be paid in preparing papers using US letter-size paper.

The paper should be 4 to 8 pages, and the files converted to PDF format are to be 5MB (megabytes) or less. Please refrain from using video presentations. If a video presentation is necessary, please incorporate it into your own home page and insert a link to it.

2. ORGANIZATION OF THE PAPERS

All text should be single spaced, Times New-Roman types. Put “The 13th Japan Earthquake Engineering, Symposium (2010)” in 11pt at the right top of the first page, as indicated. Leave two lines, and then write the **TITLE** of your paper, centered and in 14pt capital letters and boldface types. After two more line space, write your names in 12pt. Last names should be in capital. Affiliations should be cited by superscripts. Leave one line, and write affiliations, cities, countries and e-mail addresses of all authors, as indicated above. Leave one line, and then write “**ABSTRACT**” and “**Key Words**” in 11pt, as indicated.

After two lines, start main body of your paper in 11pt. The ordinary pages, starting from the second page, contain the main text from the top line. Avoid footnotes and remarks. Explain in the main text, or in Appendices.

3. HEADINGS AND SUBHEADING

3.1 HEADINGS

Headings shall be written in capital letters, boldface types, and at the left of your text. Leave one line space before headings. Do not indent the first line after headings, subheadings and sub-subheadings.

First lines of the other text paragraphs should be indented as indicated here. Do not leave blank lines between paragraphs.

3.2 SUBHEADINGS

Subheadings are the same as Headings, as indicated. Use the above mentioned rules for indentation.

4. EQUATIONS AND SYMBOLS

Use high quality fonts for both mathematical equations and symbols. Papers with hand-written mathematical equations and symbols are not accepted. Equations should be centered and numbered.

$$F(t) = \sum_{i=1}^{\infty} a_i q_i(t) \quad (1)$$

$$G = \int_0^{\pi} \sin z dz \quad (2)$$

Equations should be cited in the text as Eq. (1).

5. FIGURES, TABLES AND PHOTOS

Figures and tables shall be legible and well reproducible, and photos shall be clear. Colored figures, tables and photo are accepted. Captions shall be written directly beneath figures and photos, and above tables, and shall be numbered as Fig. 1, Table 1 or Photo 1. They should be written in 11pt, and centered. Long captions shall be indented. Do not use capital letter or boldface types for captions.

Figures, tables and photos shall be set possibly close to the positions where they are cited. Do not place figures, tables and photos altogether at the end of manuscripts. Do not use small characters in figures and tables. Their typing size should be at least 9pt. or larger.

6. UNIT

Use SI unit in the entire text, figures, and tables. If other units are used, provide it in parentheses after the SI unit as 2MPa (19.6 kg/cm²).

7. CONCLUSIONS

Write a **CONCLUSIONS** section at the end of the paper, followed by **ACKNOWLEDGEMENT**, **APPENDICES** and **REFERENCES**. All references should be numbered in alphabetical order. They are referred in the main text like (Gibson 1995a).

ACKNOWLEDGMENT

Acknowledgment should follow Conclusions. This paper is referred from the Format of the English paper of Japan Association for Earthquake Engineering.

APPENDIX DEVIATION OF EQ.(2)

Appendix should be placed between Acknowledgment and References, if any.

REFERENCES

- Gibson, A. M. (1995a). "Dynamic response analysis of structures." *Earthquake Engineering and Structural Dynamics*, Vol.13, 213-222.
- Gibson, A. M. (1995b). "Seismic damage in the past earthquakes." *Journal of Structural Engineering*, Vol. 2, No. 3, ASCE, 151-159.
- Priesley, M. J. N., Seible, F. and Calvi, G. M. (1996). *Seismic design and retrofit of bridges*, Wiley Interscience Publications, New York, USA.

Table 1 Place a caption above the table

| Diameter | Yield Strength Mpa | Tensile Strength Mpa | Fracture Strain, % |
|----------|-----------------------|-------------------------|-----------------------|
| D10 | 404 | 629 | 14.0 |
| D22 | 517 | 674 | 17.8 |
| D25 | 534 | 685 | 18.0 |

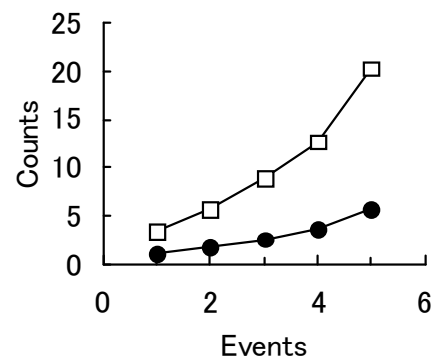


Fig. 1 Place a caption below the figure