

## **GUIDELINES TO AUTHORS FOR SUBMISSION OF PAPERS**

### **INTRODUCTION**

To bring about uniformity in the technical papers, all the authors shall strictly adhere to the guidelines provided hereunder; for convenience, a format for technical papers is annexed to provide an example while specifying the requirements. Papers not complying with the guidelines may not be accepted for publication in the Conference Proceedings.

### **UNDERTAKING BY PRINCIPAL AUTHOR**

For wider dissemination of the ideas contained in conference papers, Dam Safety Society may edit and publish the conference papers as well as upload them on its websites or any other media. The principal author is required to give his consent for the same while uploading the paper.

### **SUBMISSION OF PAPER**

Manuscripts should be submitted in English and must be original, unpublished work and not under consideration for publication elsewhere. Maps, when included as part of the paper shall not depict territorial boundaries incorrectly.

Manuscripts should be prepared in .docx (Word 2007 format) file or later version. It should be no more than 6 (six) pages on the A4 format, including text, tables, figures, and references. The size of the Word files should be not more than 10 MB. Font type and sizes to be used in the paper should be as follows:

- The title of the Paper: Times New Roman 14 pt. boldface, uppercase and centred.
  - Name(s) of the Authors: Times New Roman 12 pt. regular, uppercase and centred.
  - Affiliation of Authors: Times New Roman 11 pt. italic, sentence case and centred.
  - Section Headings: Times New Roman 12 pt. boldface, uppercase and justified left.
  - Subsection Headings: Times New Roman 12 pt. bold face, capitalize each word and justified left.
  - The text of the Paper: Times New Roman 12 pt. regular, sentence case, single spaced and justified.
  - Headings of Abstract: Times New Roman 11 pt. regular, uppercase and centred.
  - Headings of Annex, Acknowledgements, and References: Times New Roman 11 pt. regular, uppercase and justified left.
  - The text of Abstract, Annex, Acknowledgements, References, and tables: Times New Roman 11 pt. regular, sentence case, single spaced and justified.
-

The completed full paper needs to be uploaded on the web site or should be sent to Dam Safety Society by any one author who is registered as a delegate to the Conference. No other mode of submission will be accepted. The contact information of the principal author or the author who will be presenting the paper should be provided when uploading the paper.

### **ACCEPTANCE OF PAPERS**

All papers will be reviewed by qualified technical specialists, and papers considered suitable for the conference will be selected. The reviewers of the papers may also offer comments / suggestions for consideration by authors for implementation before accepting the papers. Keeping in view the time available for oral presentation of papers in the technical sessions, only some papers will be selected for oral presentation and the principal authors of the papers will be informed. Principal authors of papers considered suitable for the conference but not selected for oral presentation will also be informed; however, they may keep themselves in readiness to make an oral presentation, if an opportunity arises during the conference.

### **PRESENTATION SLIDES**

Principal authors of all the papers selected for oral presentation at the conference should prepare slides suitable for projection using LCD projector. The number of slides may be confined to about 12 for a 10-minute oral presentation. The font size of at least 24 pt. shall be used for the text with a maximum of 5 bullets per slide and the text per bullet to limited to a phrase or keywords. Colour contrast to be maintained for better readability; white backgrounds are difficult to view in subdued lighting. Photographs, videos, charts or tables may be included in the presentation after ensuring their clarity while projecting onto a large screen. Softcopy of presentation slides / videos should be sent by email to the Dam Safety Society ([damsafetysociety@gmail.com](mailto:damsafetysociety@gmail.com)) at least 10 days before the conference.

### **PROFILE OF AUTHORS**

The principal authors, who may be presenting the papers, shall provide their brief profile (not exceeding 6 lines) while uploading the paper, for facilitating their introduction.

---

## FORMAT FOR TECHNICAL PAPER

International Conference “Dam Safety 2024”  
18-19 July,2024, Kevadia, Gujarat, India

### **PAPER TITLE** (14 pt. Bold)

Blank line  
Blank line

PRINCIPAL AUTHOR<sup>1</sup>, AUTHOR<sup>2</sup> (12 pt.)

Blank line

<sup>1</sup>*Department..., Organization..., City, State, <email> (11 pt.)*

<sup>2</sup>*Department..., University..., City, State, <email> (11 pt.)*

Blank line  
Blank line

### **ABSTRACT**

Blank line

Abstract heading shall be centred, 11 pt. bold, all caps and abstract text shall be not more than 500 words, Times New Roman 11 pt. regular, single line spacing and justified. No references, images, charts, and tables permitted in the abstract text.

Blank line  
Blank line

### **1 SECTION HEADING**

Blank line

The Conference name shall be put as a header, as already indicated in this format (font: Times New Roman, 11 pt, bold face and justification on the right).

Blank line

After this, the title of the paper, the Authors and the affiliation shall be centred; please leave 2 blank lines between the title and the names of the Authors and 1 blank line between the Authors and the affiliation as indicated in this format. The names of the Authors shall be in capital letters, with just the initial of the first name and without title; both the names of the Authors and the affiliation shall be centred, and the affiliation should be written in italics.

Blank line

The section heading shall be in capitals bold face letters (12 pt.). Two blank lines shall precede the title and one blank line shall follow. Number the headings consecutively.

Blank line

Please use uniformly Times New Roman font 12 pt. for the text, leave one blank line between paragraphs of text. Paragraphs shall not have any indents. Text shall be single spaced, alignment-justified.

Blank line

Define all abbreviations at their first mention in the text. Ensure consistency of abbreviations throughout the paper.

Blank line

Footnotes must be avoided. Do not include footnotes in the reference list.

Blank line

References must be cited in the text in the brackets (Harvard style) for example: (Chisti,1989), (Gavrilescu and Roman, 1996), (Moo-Young et al.,1987). The reference list must be arranged in alphabetical order as per the first name of the author/book.

Blank line

### **1.1 Sub-sections**

Blank line

The title of the subsection shall be bold face, 12 pt., each word capitalized. One blank line shall precede the title and a blank line shall follow.

Blank line

### **Tables, Figures, and Photographs**

Blank line

Tables, figures, and photographs, numbered in the order they appear, should be placed within the text as close as possible to where they are cited. Table captions should appear on top of the tables, figure and photograph captions should appear below the figures and photographs. Table, figure and photograph captions, and text in tables shall be 11 pt. regular. All figures and photographs shall be verified for clarity in colour as well as in black & white printing.

Blank line

Blank line

### **ACKNOWLEDGEMENT**

Blank line

Acknowledgment heading shall be 11 pt. bold and all caps and the text of the acknowledgment shall be 11 pt. regular and justified. Leave one blank line between the heading and the text. Leave two blank lines after the text.

Blank line

Blank line

### **REFERENCES**

Blank line

References heading shall be 11 pt. bold and all caps and the text of the References arranged in alphabetical order shall be: Author Name(s), (Year): *Paper title*, Journal title, Journal volume: issue, pages. Font: 11 pt. regular except that paper title in italics and justified.

Blank line

Examples of references:

Blank line

Austin, George T. (1988) *Shreve’s Chemical Process Industries*. Fifth Edition. McGraw-Hill International Editions, Chemical Engineering Series: Singapore, pp.859.

Haehnel, R. B., and Daly, S. F. (2002) *Maximum impact force of woody debris on floodplain structures*. Technical Report: ERDC/CRREL TR-02-2, US Army Corps of Engineers, 40pp.

Jonientz-Trisler, C., Whiley, T., and Suzuki, K. (2005) Planning for tsunami-resilient communities. *Natural Hazards*, 35 (1): 121-139.

---