Template for extended Abstracts for JTC1 WORKSHOP 2017

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The following guidelines briefly illustrate the design of extended abstracts for the workshop on advances in landslide understanding in Barcelona, May 24-26, 2017. Workshop participants are encouraged to submit at most four DIN A4 pages according to these abstract guidelines. The submission is due by January 31, 2017. The notification of acceptance will be sent out by March 15, 2017. Accepted contributions will be published in electronic format.

**Keywords:** template, layout instruction, regulation, specification, references

gENERAL REQUIREMENTS FOR EXTENDED aBSTRACTS

In order to achieve a standard design of the accepted abstracts for the workshop mentioned above the scientific committee demands to follow the instructions below. This sample document is set as a template for Microsoft Word or another RTF-capable software. If another type setting system is used, a PDF following the guidelines below can be submitted instead. All the files must be converted to Portable Document Format (PDF) before submission through the [workshop site](http://congress.cimne.com/jtc12017/).

The extended abstract must cover no more than 4 pages. Organize the text by using unnumbered headings and sub-headings. Title and headings should be brief and without acronyms (e.g. RC, FRP). A short ‘Introduction’ and a ‘Conclusion’ section is required. Figures and tables should be referred to in the text. A brief summary (up to 200 words) should also be included and should be understandable without reference to the rest of the paper. Please use SI (ISO) units only e.g. m, mm (correct), cm (wrong). References should be marked in the text by authors’ surnames and listed at the end of the paper in the order in which they appear in the text. All references must be complete and accurate as shown at the end of this sample abstract.

The document must be written in English**.** Authors are encouraged to use English alphabets. The style, grammar and phrasing should be edited by a person with a good command of English and a good understanding of the terminology. Please review and edit the English in your abstract - prior to submission. Manuscripts with poor structure and many grammatical mistakes may not be further evaluated, so please check before you submit.

Page Layout

1. Page format: DIN A4, no page numbering
2. Side margins for all pages: 25 mm above, below, left and right
3. One column per page
4. Title and names of the author(s) must be set centered
5. The layout of the first page:
Title 4 cm from the top edge of the page.
Full name of the authors (first name last name) with footnotes (address)
A new paragraph with one line space below the title and the authors.
6. Chapter headings:
A new paragraph with one line space before and one line space after the heading
7. Keywords: at the end of the initial summary

TypING STYles

Title: 14 pt, Times, bold, upper case letters (paragraph format *Pub\_Title*)

Authors: 12 pt, Times, normal (paragraph format *Pub\_Authors*)

Address of authors (as footnote text): 10 pt Times, normal (paragraph format *Pub\_Footnote*)

Keywords: 12 pt, Times, normal (paragraph format *Pub\_Standard*)

Headings: 12 pt, Times, upper case letters, bold (paragraph format *Pub\_Heading*)

Text: 12 pt, Times, normal, single line spacing (paragraph format *Pub\_Standard*)

Figures and tables: `Fig. x` or `Tab. x`, 10 pt, Times, normal (paragraph format *Pub\_Figure\_Caption*)

References: 10 pt, normal (paragraph format *Pub\_Footnote*)

FORMAT of references

References must be listed at the end of the paper. Do not begin them on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Please use Harvard style (author, date) to indicate the reference in the text. The author and year of the reference should be written in parentheses immediately after the work referred to, for example: (Hendron & Patton, 1985; Semenza, 2001, Dai et al., 2004).

Some examples of how your references should be listed are given at the end of this template in the ‘References’ section, which will allow you to assemble your reference list according to the correct format and font size.

FIGURES and TableS

Line drawings should be clear, schematic rather than highly detailed and they should contain minimal text, numbers and symbols. Lettering must be of a size that will be clearly legible in the size the figure is to be displayed, and consistent with the other figures. The resolution of the images must be sufficient for high quality printing. The grouping of all notations in a table may be useful if the article contains many equations.

Furthermore, following details have to be considered:

* Figure captions must be placed below the image (see Fig. 1)
* Table captions must be placed above the tables (see Tab. 1)
* All images and tables must be numbered consecutively
* Images and tables which cover the whole page width must not overlap the edges
* Images and tables can, however, also be surrounded by text on the right and on the left

Tab. 1 Example of table

|  |  |  |
| --- | --- | --- |
| **An example of a column heading** | **Column A (*t*)** | **Column B (*t*)** |
| Add an entry | 1 | 2 |
| Add another entry | 3 | 4 |
| Add another entry | 5 | 6 |



Fig. 1 First time failure in a road cut in Sabadell, Catalonia, Spain

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