

**DEADLINE OF PAPER SUBMISSION**  
**31<sup>ST</sup> MAY 2014**

**Instructions for the editing and formatting of the full-length paper to be included in  
the Proceedings of the Conference**

Please follow the instructions below for the editing and formatting of your paper.

**The full-length paper should be written either in Greek with an Abstract in English or in English with an Abstract in Greek.**

The full-length paper should be submitted in electronic format (\*.doc) and, if asked printed. The full-length paper must have a maximum length of 8 pages (7 pages+1 page the Abstract in English).

For the invited speakers the maximum length is 16 pages.

In the following text instructions for the preparation of the full-length paper are given. Specifically: All the text, figures, tables, pictures or anything else should be placed in a page of A4-format with a 2.54 cm top margin, 2.54 cm bottom margin, 2.75 cm left margin and 2.75 cm right margin. The line spacing should be single and the space after changing line should also be 0 times. After the final submission the correction of possible errors or omissions is impossible.

**1. INSTRUCTIONS FOR THE PREPARATION OF THE FULL-LENGTH PAPER**

**1.1 Full-length paper**

**The full-length paper** will be submitted in Microsoft Word Format (\*.doc). Questions regarding the formatting of the document can be made by contacting with the organizing committee of the conference - *Laboratory of Metal Structures (NTUA)* through e-mail ([eeme@mail.ntua.gr](mailto:eeme@mail.ntua.gr)) or by phone: 210-7722554.

The full-length-paper begins with the title, after 4 empty lines counting from the upper part of the page

**TITLE OF FULL-LENGTH PAPER (12 pt, Times new Roman font bold, maximum  
60 characters)**

After 2 spacing the following should be written (for each of the writers)

**Name Surname (12 pt, Times new Roman font bold)**  
Job title/position (12 pt, Times new Roman font)  
Company, institution or else (12 pt, Times new Roman font)  
Town, Country (12 pt, Times new Roman font)  
E-mail: [mail@mail](mailto:mail@mail)(12 pt, Times new Roman font)

The abstract should not be more than 15 lines (12 pt, Times new Roman font).

## 1.2 Font and format to be followed

The font should be Times new Roman, size 12 pt, with single line spacing and the space before and after the paragraph should be 0 points with full justification. Every new paragraph should start without space, after one empty line. Hyphenation of words will not to be used.

The format of headings should be in capital letters, as follows.

### HEADINGS (12 pt, Times new Roman font bold)

## 1.3 Figures (plots and pictures) and tables



*Fig. 1 Caption of the picture Arial 10pt italics*

For better processing and transfer of figures, images and photographs during printing the \*.jpeg format should be preferred.

Figures, pictures, photographs, tables, plots etc., should be given in electronic format and are to be inserted in the text as shown in the above example (in-line with text).

Tables, diagrams etc should be placed close to their reference position, where mentioned for the first time. For tables [Table 1-](#), and for figures and images *Fig. 1-* below every table, figure and image, respectively.

The image resolution is proposed to be 150x150 dpi (dots per inch) and 300x300 dpi for other figures. All tables and diagrams etc should be centered and follow the format below:

<b>Title</b>	<b>Material</b>	<b>Unit</b>	<b>Value</b>
Title	Material	Unit	1.870,00
Title	Material	Unit	1.870,00
<b>Sum</b>	Material	Unit	<b>1.870,00</b>

*Table 1. Indicative table format*

## 1.4 Equations

The equations are to be inserted with the to equation editor (in Microsoft Word), as shown below. The font size and type is to be the same as in the text of the paper. The equation numbering should be continuous, and aligned to the right. Reference to the equations should be made with their number in parentheses, e.g. according to eq. (1).

$$w = \frac{P}{R} \left\{ \frac{\sin[k(1-x)]}{\sin(lh)} + \frac{x}{1} - 1 \right\} \quad (1)$$

## 1.5 Footnotes

Footnotes should not to be used.

## 1.6 Units

Exclusive use of SI units.

Decimal separation is to be made with a comma “,”.

## 1.7 Analysis, conclusions, and references

The paper should end with the final conclusions and comments. The references should follow the conclusions, if they are considered necessary.

## 1.8 References

The references should be numbered and listed according to their row of appearance and citation in the paper. Their number as referred to in the text should be as shown e.g. «[1]».

- [1] SURNAME1 NAME, SURNAME2 NAME, SURNAME3 NAME and SURNAME4 NAME “Paper title”, *6<sup>th</sup> National Conference of Metal Structures*, Vol. 120, No. 6, 2008, pp. 1718-1731.

## 1.9 Page numbering

The pages will be numbered by the publisher.

## 2. FULL PAPER SUBMISSION

The full papers should be submitted by **June 1<sup>st</sup>, 2008**.

The filename should follow this format:

PAP<surname of first author>,

e.g. **PAPsurname.doc**

If someone is the first author of more than one submitted paper:

**PAP\_surname1.doc, PAP\_surname2.doc, ...**

An electronic copy of the files should be submitted, accordingly:

1. If the size of the file does not exceed 10 MB, it should be attached and mailed to: [eeme@mail.ntua.gr](mailto:eeme@mail.ntua.gr) originally in Microsoft WORD (\*.doc) Format. It is advised to zip the files for easier handling using winzip for the electronic submission.

2. If the file exceeds 10 MB, in Microsoft WORD (\*.doc) Format it should be sent in a CD copy to the organizing committee of the conference by mail to the following address:

**Dasiou Maria-Eleni, Avgerinou Stella  
National Technical University of Athens  
School of Civil Engineering  
Laboratory of Metal Structures  
Zografou Campus  
Iroon Polutechneiou str., 9  
15780 – Athens-GREECE**

After receiving the full-length paper, a confirmation e-mail will be sent.

**An example of the full paper format follows.**

(4 spaces)

TITLE OF FULL-LENGTH PAPER (12 pt, Times new Roman font bold,  
maximum 60 fonts)

(2 spaces)

**Name Surname (12 pt, Times new Roman font bold)**

Job title/position (12 pt, Times new Roman font)

Company, institution (12 pt, Times new Roman font)

Town, Country (12 pt, Times new Roman font)

E-mail: [mail@mail](mailto:mail@mail)(12 pt, Times new Roman font)

(1 space)

**Name Surname (12 pt, Times new Roman font bold)**

Job title/position (12 pt, Times new Roman font)

Company, institution (12 pt, Times new Roman font)

Town, Country (12 pt, Times new Roman font)

E-mail: [mail@mail](mailto:mail@mail)(12 pt, Times new Roman font)

(4 spaces)

## **1. ABSTRACT (12 pt, Times new Roman font bold)**

(1 space)

The abstract regarding the subject of the paper should not be more than 15 lines. (12 pt, Times new Roman font)

(2 spaces)

## **2. INTRODUCTION (12 pt, Times new Roman font bold)**

(1 space)

In the introduction the main subject of the work is presented(12 pt, Times new Roman font)

(2 spaces)

## **x. HEADINGS (12 pt, Times new Roman font bold)**

(1 space)

The rest of the text is presented (12 pt, Times new Roman font)

(2 spaces)

## **x. COMPARISON – CONCLUSIONS (12 pt, Times new Roman font bold)**

(1 space)

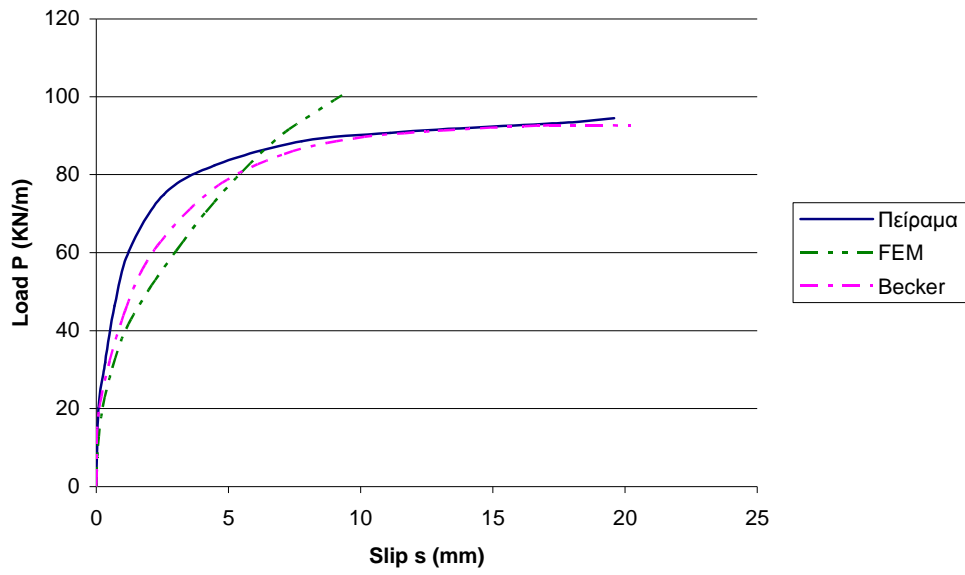
Conclusions (12 pt, Times new Roman font)

(2 spaces)

## **x. REFERENCES (12 pt, Times new Roman font bold)**

(1 space)

- [1] SURNAME1 NAME, SURNAME2 NAME, SURNAME3 NAME and SURNAME4 NAME “The article’s title”, *Conference or other source*, Vol. 120, No. 6, 1994, pp. 1718-1731.



(1 space)

Fig. 8: Example of a diagram

(1 space)

Title	Material	Unit	Value
Title	Material	Unit	1.870,00
Title	Material	Unit	1.870,00
Title	Material	Unit	1.870,00
<b>Sum</b>	<b>Material</b>	<b>Unit</b>	<b>1.870,00</b>

(1 space)

Table 1: Example of a table

(1 space)

**(4 spaces)**

**TITLE OF THE ARTICLE**

(12 pt, Times new Roman font bold, 60 character)

**(2 spaces)**

**Name Surname (12 pt, Times new Roman font bold)**

Job title/position (12 pt, Times new Roman font)

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e-mail: [mail@mail](mailto:mail@mail)(12 pt, Times new Roman font)

**(1 space)**

**Name Surname (12 pt, Times new Roman font bold)**

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City, country (12 pt, Times new Roman font)

e-mail: [mail@mail](mailto:mail@mail)(12 pt, Times new Roman font)

**(4 spaces)**

**SUMMARY (12 pt, Times new Roman font bold)**

**(1 space)**

Summary (12 pt, Times new Roman font)