



## INSTRUCTIONS TO AUTHORS FOR *fib* CONGRESS 2022

### **Full Paper form, font ect.:**

- The Full Paper must be formatted in Microsoft Word
- Single-spaced and using size 11 Times New Roman font
- Please also submit a PDF file of the full paper

### **Language:**

All papers must be written and presented in English only. It is advisable, especially for non-English speaking authors, to make sure that the language used is correct and appropriate. No simultaneous translation will be provided or allowed.

**Full paper should be maximum ten (10) A4 pages, including figures, references, etc.**

### **Presentation:**

Scheduled time for oral presentation of each paper is 15 minutes + 5 min. to questions from the audience for all presentation at the end of each session. The chairpersons of each session will decide on the organization of their session.

**It is essential that at least one author registers for the Conference to present the paper personally and participate in the discussion, or else the paper will not be a part of the conference.**

### **Technical requirements for manuscripts – Publication:**

Proceedings will be available on a USB stick at the Conference. The final papers will be copied directly from the submitted and approved manuscripts. The copyright and responsibility of the content of the papers on the USB stick will be the property of the authors. The Norwegian Concrete Association will have the right to print and publish the proceedings at the conference and to sell extra copies after the conference. To ensure that papers will be reproduced clearly and in proper size and form, and that they will conform with the general layout of the Proceedings publication, authors should carefully observe the following instructions.

1. Manuscripts must be typed according to this model
2. Manuscripts must be typed single-spaced - Leave one empty line before a new paragraph
3. Use 11 pt (Times New Roman 11 points)

**This sheet has been typed in accordance with the style to be followed, in Times New Roman 11 points.**

*Divide the text into sections if you wish, with clearly indicated headings and sub-headings. Write **MAJOR HEADINGS** in capital letters on a separate line flush left; use bold typeface, if available. Write **subheadings** in ordinary letters flush left on separate line; use bold typeface, if available. Leave two empty lines before every major heading or subheading and one empty line before starting a new paragraph. Text within tables might be of type size 10*

### **Second level of subheading:**

If a second level of subheadings is used, it should be in *italics* with one line of spacing above and none below.

### **Page Numbers:**

Do not type page numbers. Page numbers running in sequence throughout the volume will be added prior to printing.

**Title:**

The title must be as short as possible but describe the paper sufficiently to distinguish it from others. Write the title in capital letters centred on the page.

**Authors:**

The author(s) must be identified immediately following the title by first name, (middle name initial) and surname (family name). Underline your surname or the part of your name by which it should appear in the alphabetized index. Write your affiliation and country centred under your name.

**Symbols and Abbreviations:**

Unusual technical terms should be defined as they occur. Use only standard symbols and abbreviations in text and illustrations. Acronyms must be given in full at their first appearance - remember that an acronym which you consider obvious, may not be understandable to a foreigner.

**Units:**

SI units are preferred. If US units are used, please add SI units in parentheses.

**Illustrations:**

Illustrations are to be placed fully inside the margins. The quality of the illustrations is essential.

The illustrations should be placed in context, with accompanying explanatory legends or texts under these, but table legends should be placed on top of the tables. Illustrations and tables are to be numbered separately, starting with 1. Figure captions and table texts should be in *italics* and spaced one line from the adjacent paragraph.

Examples of a table and a figure are given below:

*Table 1 – Field tests on bond in zones with either positive or negative moment*

Bridge	Failure stress in zones with positive moment (MPa)		Failure stress in zones with negative moment (MPa)	
	at time of repair	in 1995	at time of repair	in 1995
Bjurholm	1.66	1.66	2.06	2.43
Mälsund	-	1.84	1.63	1.44
Umeå	-	1.65	-	1.79
Vrena	1.50	1.58	1.36	1.97



*Figure 1 – Capital from ancient Greece.*

**References:**

References should be numbered consecutively as they appear in the text within brackets (i.e. [1]), and listed at the end of the paper under the major heading **References**. Full bibliographic details should be given according to normal scientific standards, for example:

1. Biedenbach, J.M. "Developing Proceedings for Conferences-Nuts and Bolts".  
Proceedings Third World Conference on Continuing Engineering Education,  
May 7-9 1986, Lake Buena Vista, Florida. ASEE, IEEE, 1986.

**Key dates:**

1. Full Paper issued by 12. of February 2022
2. Acceptance of full paper will not be given before full registration fee is paid - The registration deadline is 01. of March 2022

**ACKNOWLEDGEMENT:** These instructions have been derived from instructions for various conference proceedings.

***If you have any questions about the paper/presentation, please contact: [fibcongress2022@tekna.no](mailto:fibcongress2022@tekna.no)***