

## **GUIDELINES FOR THE PREPARATION OF FINAL MANUSCRIPTS FOR THE AATT 2008 CONFERENCE**

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*(2 lines)*

**ABSTRACT.** This text contains instructions for preparing final manuscripts to be included at the AATT 2008 Conference Proceedings. The proceedings will be produced on a compact disk. The authors are requested to follow these instructions carefully. The paper should contain an abstract of 100-150 words, Times New Roman font, size 12 pt, fully justified, starting with the word “**ABSTRACT**” (bold).

### **INTRODUCTION**

The AATT 2008 program chair, conference co-chairs and local arrangements committee would greatly appreciate your cooperation in producing a conference proceedings compact disk with a uniform format for all papers. These instructions serve as an example for proper manuscript production in Microsoft Word and can be adapted as a template. Final papers must be submitted by December 10<sup>th</sup>, 2007 through the conference’s www site (<http://www.civil.ntua.gr/aatt>), as MS-Word™ or Adobe PDF™ files. All manuscripts received on time will be reviewed for content and format prior to publication; the program chair reserves the right to decide not to include a paper not meeting the format standards in the proceedings. Please name the file with its reference number followed by an underscore and the first author’s last name (for example 441\_Karlaftis.doc).

### **FORMAT**

This section discusses manuscript format so that the conference proceedings may have a uniform appearance.

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## **General Manuscript Requirements**

The maximum length for the manuscript is 15 pages, including the first page, references and appendices sections. An effort should be made that all pages are filled with text, figures and tables, with the exceptions of the first and the last pages. Please use A4 paper type. Margins should be set to 2.5 cm from top, bottom, left and right edges of the paper. All pages must be numbered consecutively at the bottom (footer) right of the manuscript, using Times New Roman (12 pts).

### **First Page**

Start the manuscript with the paper title, using Times New Roman, 14 pts Bold Capital Font, centred. The paper title should start 7.9 cm from the top margin (10 cm from the top edge of the paper), should be centered and contain 70 characters or less, including spaces between characters.

The authors' names are placed two lines below the title, using Times New Roman, 12 pts Regular Font, separated by commas. Each author's title and affiliation, including email, should be given in a footnote at the bottom of the first page. The footnote should be separated from the main text by a line.

In addition to the title and author information, an abstract of the paper (fully justified) and beginning text should appear on the first page. The abstract should start two lines below the authors' names. A single line should be left between the abstract and the first heading of the main body of the manuscript.

### **Main Body**

Body text should be written in Times New Roman, 12 pts font and single line spacing. All paragraphs should start at the left margin. Place one blank line between paragraphs. Text should be fully justified. There should be no hyphenation (cutting words). Any special fonts used (for mathematical formulae etc) should be embedded when saving the Word file. The authors are discouraged from highlighting text with the use of bold or underlined fonts.

### **Headings**

A maximum number of three levels of headings is recommended. First level headings should start in the left margin and must be written in capital bold letters Times New Roman 12 pt. Second headings should be written in lower case bold, with only the first letter of major words capitalized.

#### Third Level Headings

Third level headings are discouraged, but, if required, should begin on the left margin, be underlined, and written in lower case with the first letter of each major word capitalized.

Provide a single line between the previous section and all headings and between all headings and the following text, graphic or table. Note that a heading that would otherwise be stranded at the bottom of a page should be moved to the top of the following page by adding a blank

line(s) before it. Additionally, avoid placing a heading and less than two lines of text at the bottom of a page; these should also be moved to the top of the following page.

**Figures and Tables**

Figures must be originals, computer-generated or drafted, and placed on a numbered page preferably within the text area where they are discussed. Figures and photographs can be in colour, because the proceedings will be distributed on CD. They should be numbered consecutively (Figure 1, 2, 3... or Table 1, 2, 3) and pasted directly onto the page. Figures and text may appear on the same page, and a centred caption should appear directly beneath the figure. It is preferable that figures be mounted in portrait style and figure captions be no longer than two lines. On figures showing graphs, both axes must be clearly labelled (including units if applicable). Font sizes within figures that are smaller than 10 pts are discouraged. Figure 1 is an example of an acceptable figure.

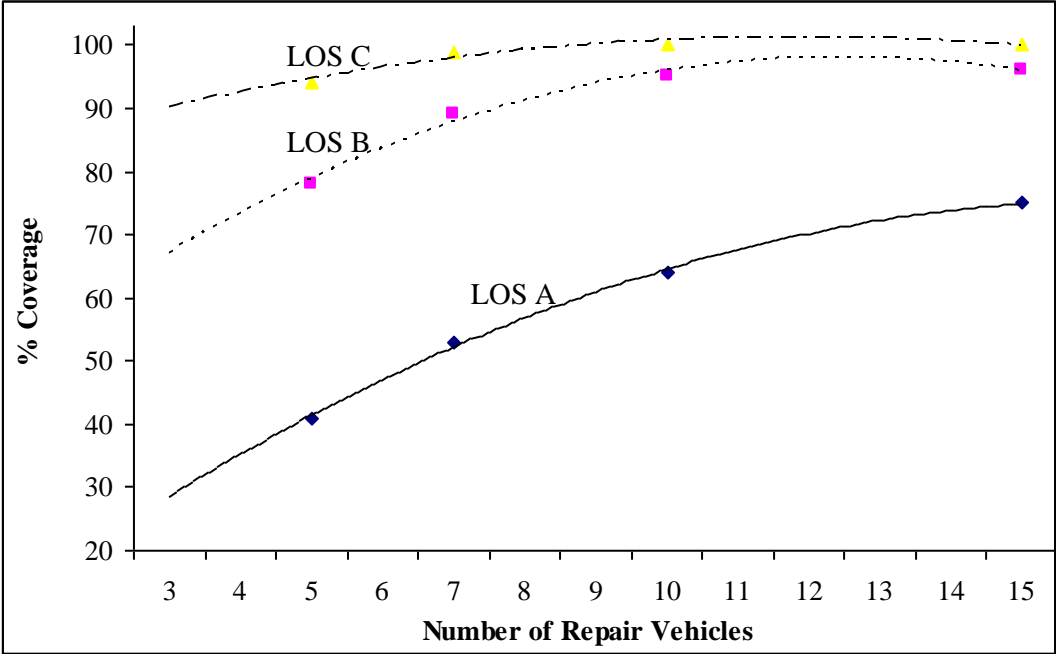


Figure 1. Example of a legible figure

If a figure or photograph has been published previously, it will be necessary for the author to obtain written approval from the original publisher for reprinting.

Tables should be centred and numbered consecutively with a title centred at the top. The first letter of each major word in the title is capitalized. If possible, text of tables should be in Times New Roman font, 10 point. Vertical lines are hardly needed; the same applies to unnecessary horizontal lines. Table 1 is an example of a legible table.

Table 1. Percentage of passengers for trips with different number of stages.

Number of Stages in Chain <sup>1</sup>	AOSC	HOC	Nikaia Athletic Center	Ano Liosia Athletic Center	Schinias Athletic Center
1	56.2%	41.3%	44.0%	55.1%	29.2%
2	34.1%	42.3%	28.2%	25.8%	50.4%
3	9.1%	14.9%	19.9%	15.2%	17.8%
4	0.6%	1.5%	7.9%	3.9%	2.6%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

<sup>1</sup> For example, a trip where a passenger rides a bus from home and then transfers over to a metro line to reach a venue has 2 stages.

Figure captions and table titles should be written in Times New Roman, 12 pts font. Within text, when a specific table or figure is mentioned, the first letter of the word “Table” or “Figure” is capitalized (for example “as can be seen in Figure 3”, “results depicted in Table 2”).

## Equations

All equations and mathematical symbols should appear in italic. Equations should be positioned around 1.3 cm from the left margin, (see equation 1) and numbered consecutively with the equation number in parentheses located along the right margin. Mathematical notation should be defined in the text directly after it is introduced and be written in italic (also positioned 1.3 cm from the left margin, fully justified if possible). For example,

$$\text{maximize} \left\{ \sum_{i \in I} f_i \cdot y_i \right\} \quad (1)$$

subject to

$$y_i \leq \sum_{j \in N_i} x_j, \quad i \in I \quad (2)$$

$$\sum_{j \in N_i} x_j = P \quad (3)$$

$$y_i \in 0, 1, \quad i \in I \quad (4)$$

$$x_j \in 0, 1, \quad j \in J \quad (5)$$

$$N_i = \{ j \in J / d_{ij} \leq S \} \quad (6)$$

where:

- I*: the set of demand areas
- J*: the set of potential repair vehicle locations
- N<sub>i</sub>*: the set of repair vehicles that are within critical distance from demand area *i*
- f<sub>i</sub>*: the weight (importance) of demand area *i*
- d<sub>ij</sub>*: the shortest distance between demand area *i* and potential repair vehicle location *j*.
- S*: distance, beyond which a demand area is considered uncovered.
- P*: number of facilities to be deployed
- y<sub>i</sub>*: = 1 if demand area is covered, 0 otherwise
- x<sub>j</sub>*: = 1 if a facility is located in demand area *j*, 0 otherwise

## Abbreviations and Units

All acronyms should be defined the first time they appear. Thereafter, use only the acronym and do not revert to the full name. Authors should give preference to the International System of Units (SI), to units acceptable in SI, or to other units. If preference is given to SI units, no other units are required. If preference is given to other units, SI units should be given by one of the following means: in parentheses, in a supplementary dual-unit table, or in an appendix.

## References

References should appear together at the end of the paper, listed alphabetically by last name of the first author. If two or more references by the same author are listed, the earliest dated work appears first. References in the text consist of the author(s) name and publication year in parentheses, for example: Papazachos (1990), Nicholson and Du (1997), Sohn *et al.* (2003). If several references are cited collectively, they are enclosed on parentheses with no additional parentheses around dates, and separated by semicolons (Wakayabashi, 1996; Karauchi et al., 2003; Li and Tsakaguchi, 2003). All references listed should be cited in the text. Example reference citations are provided at the end of this paper. References should be listed in alphabetical order with hanging indent (0.5 cm) and no blank line between individual entries. References should not be in superscript.

## CONCLUSIONS

Conclusions must be clearly stated in a separate section appearing at the end of the paper. Acknowledgements, if any, follow the conclusions as a separate section. All manuscripts should be checked carefully before forwarding. Manuscripts that do not follow these guidelines will be returned to the authors for revision.

## ACKNOWLEDGEMENTS

The local arrangements committee would like to thank all authors for their cooperation towards preparing the conference proceedings compact disk. We look forward to seeing you in Athens, in May 2008.

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