

**INSTRUCTIONS FOR PREPARATION AND SUBMISSION  
OF PRINT-READY PAPERS (see last page for more than 2 authors)**

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**Abstract**

This paper gives instructions for the preparation of papers to be presented at the International Conference on Heavy Vehicles HVParis'2008 to be held in Paris (France) in May 2008. This conference consists of the 10<sup>th</sup> International Symposium on Heavy Vehicles and Transport Technologies (HVTT10) and the 5<sup>th</sup> International Conference on Weigh-In-Motion (ICWIM5). It is presented, as far as is possible, in a style consistent with a conference paper. Abstracts for these papers should not exceed 12 lines in length. The abstract should be provided in English and French<sup>1</sup>. Nothing except the author details, photographs and abstracts should be present on the first page.

**Keywords:** Language, Font, Photograph, Heavy Vehicles, Freight transport, Weigh-in-Motion, WIM.

**Résumé**

Ce papier donne les instructions pour la préparation des articles qui seront présentés à la conférence internationale sur les poids lourds HVParis'2008, à Paris (France) en mai 2008. Cette conférence regroupe le 10<sup>e</sup> symposium international sur les technologies de poids lourds et du transport (HVTT10) et la 5<sup>e</sup> conférence internationale sur le pesage en marche (ICWIM5). Ces instructions sont aussi proches que possible de celles de la plupart des articles de conférences. Les résumés de ces articles ne doivent pas dépasser 12 lignes. Le résumé doit être produit en anglais et français. Rien d'autre que les informations concernant les auteurs, leurs photos et le résumé ne doit figurer sur la première page.

**Mots-clés:** Langue, police, photos, poids lourds, transport de marchandises, pesage en marche, WIM.

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<sup>1</sup> The French version will be revised if needed by a French speaking Scientific Committee member.

## 1. Paper Parts

Each paper should have the following parts:

- title
- author(s) information, including photo(s)
- abstract in English and French
- body of the paper, including any tables and/or figures
- list of references.

## 2. General Instructions

Provide papers in electronic form (**.RTF or .DOC file required**) with any images placed within the text. The papers will be published, with no editing other than the author's, in a conference proceedings. Papers not prepared to the correct presentation standard may be rejected regardless of their technical content. The editor reserves the right to make minor editorial changes without consultation with the authors.

### 2.1 Length

The session paper (including title/abstract and reference list pages) must not exceed 10 pages. Short papers of 6 pages maximum are also welcome, for on-going research or specific topics.

### 2.2 Language

All papers must be submitted for assessment in English. Authors from French speaking countries and those who may get translations are encouraged to also submit their papers in French. Such papers will be reviewed and published in a post-proceedings CD.

### 2.3 Document Style

Authors are encouraged to use the template document that is provided separately from these instructions. The template has all of the elements described below already in place. These instructions also employ these style elements.

#### *Margins*

Top, bottom, left, and right margins of 2.5 cm should be used on A4 size pages (210 x 297 mm).

#### *Typeface*

All papers should be in 12-point Times New Roman. Text should be single-spaced and justified on both sides. The authors' biographies should be in 9-point Times New Roman.

#### *Headings*

First-level sections (excluding the abstract and reference list) should be numbered 1., 2., 3., etc. Second-level sections should be numbered 1.1, 1.2, 1.3, etc., 2.1, 2.2, 2.3, etc. Third-level sections (such as this one) should not be numbered but should be given a title in bold italic. Capitalize all words except for articles (a, an, the) and prepositions (i.e., of, to, from).

#### *Section Spacing*

One line space should be left under a first-level section title, a half line space under a second-level section title and no space under a third-level section title. One line space should be left above all section titles. Paragraphs should be separated by one line space.

### ***Page Numbers***

No page numbers should be provided. The footer should be 1.2 cm from the bottom of the page. Typeface and size are the same as for the body text.

### **3. Title Page**

This page contains the paper title, brief information about all authors, photos of authors, and an abstract.

#### **3.1 Title**

The paper title should be centered in 12-point Times New Roman bold capital letters like the title of this document.

#### **3.2 Author Information**

See the template document for an example.

#### **3.3 Abstract**

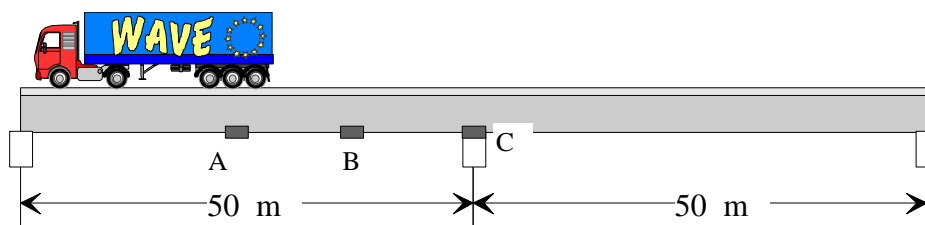
The abstract should be no more than twelve lines. It should be provided in English and French; however the non French speaking authors who could encounter difficulties may contact the conference organizers for help, and in any case the French abstracts will be revised, if needed, by a French speaking member of the Scientific Committee. Keywords should also be provided beneath each abstract, in both languages.

### **4. Figures, Tables, and Equations**

All figures, tables, and equations should be numbered consecutively by type and referenced within the text, e.g., Figure 1, Table 1, Equation (1). They should be placed in the paper as near as possible after the point at which they are first mentioned. The words “figure,” “table,” and “equation” may not be abbreviated.

#### **4.1 Figures**

Figures include illustrations, photographs, charts, and graphs. All figures should be given captions. Captions should be centered beneath the figure, and all words (except articles and prepositions) should be capitalized (see example below). Separate captions from body text with one line space.



**Figure 1** – This is a sample figure caption

All writing within figures should, where possible, be in 12-point Times New Roman. Please note that color images will be printed in black and white in the paper pre-proceedings, and in color in the CD pre- and post-proceedings.

## 4.2 Tables

Table captions should be above the table, flush left, and all words (except articles and prepositions) should be capitalized (see example below). Separate table captions from body text and the table with one line space above and below the captions as below.

**Table 1** - Summary statistics for pre-weighed trucks (COV = Coefficient of Variance)

	Type 1		Type 4		Type 5	
	Gross	Axle	Gross	Axle	Gross	Axle
<b>Mean IF</b>	1.00	0.98	1.03	1.03	1.02	1.02
<b>COV (%)</b>	7.21	9.86	6.21	8.44	5.18	7.85
<b>Within 15%</b>	-----	93	-----	94	-----	85

Tables should use 1-point lines for the top and bottom, and a half-point line beneath the table's header. Thickness of all table lines must be 0.5 point. All writing within tables should, where possible, be in 12-point Times New Roman.

## 4.3 Equations and Units

All equations should be indented 1.2 cm from the left margin and numbered in brackets in the extreme right hand side of the page as follows:

$$C = \frac{\sum_i n_i}{\sum_{i,k} \left( \frac{W_{ik}^d}{W_i^s} \right)} \quad (2)$$

## 5. Electronic Submission Instructions

Papers must be submitted on line on the conference web site: <http://hvparis2008.free.fr> or by email to: [hvparis2008@free.fr](mailto:hvparis2008@free.fr) (only in case of problems encountered on the web site) as Microsoft Word files or RTF (Rich Text Format) files. Try to keep the whole file size as low as possible, below 2Mbytes if possible. If the file is larger than this, please reduce the resolution of photographs (see Section 5.2).

### 5.1 Word Files

If you plan to include photographs or other images in your Microsoft Word document, please use the "Insert" menu to place images in your file rather than copying and pasting from another file. Do not link to the image file.

### 5.2 Photographs

To help keep the overall document size smaller, please use black and white photographs if possible rather than color. Photographs should be set at a resolution of 300 dots per inch (dpi). Photographs with lower resolution have much poorer print quality. Use .JPG file with a rate of compression which maintains the file size of each picture below 200 kbytes. Be careful to adjust the final size of each picture in your photo editor, and import them as 1:1 scale in the Word or RTF file (in order to prevent excessively large file size).

A list of references should be given at the end of the paper. In the body of the paper, references should be referred to by author and year. For example: “Jones and Smith (1996) have extended the theory to in-motion systems” or “Kessler’s theory for WIM systems (1995) has shown” or “the theory for pseudo-static systems is well established (Kessler, 1995).”

The reference list style should be as follows (the first is a book, the second and third are conference papers, and the last is a journal paper):

## **6. References**

- Jones, J.M. (1992), Elements of WIM Systems in Operation, E & F-N Spon.
- O'Brien, E.J. and Sclob, J.M. (1993), “Prediction of Extreme Load Effects in Highway Bridges” in Proceedings of the 9th International Conference on Highway Structures, eds. A.M. O'Reilly and J.V. Smith, Warsaw, Poland, 131-143.
- O'Connor, W.D., Bloggs, J. and Smith, J.J. (1994), “A Proposed Renewable Energy Source” in Proc. 2nd Int. Congress on Innovation, eds A.B. Jones and Smith, Elsevier Press, 2, 121-130.
- Freud, S.J., Smith, A.W. and Mannion, A.N. (1992), “A New Approach to Behaviourism,” Journal of Structural Engineering, Am. Soc. Civ. Engrs, 12, 1463-1479.

## FRONT PAGE FOR 3 AND 4 AUTHORS



**A. AUTHOR1**  
Organisation 1  
Place 1



**B. AUTHOR2**  
Organisation 2  
Place 2



**C. AUTHOR3**  
Organisation 3  
Place 3



**D. AUTHOR4**  
Organisation 4  
Place 4

### Abstract

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